

English Intermediate Level 2 Summary

تلخيص لغة انجليزية مستوى متوسط 2

A2.2 / ENGC1202 

ضياء الدين صبح

النسخة الإلكترونية متوفرة فقط في BZU HUB

 التلخيص متكون من جزأين : كتاب **READING + LISTENING** كتاب **LISTENING**

* التلخيص هون موضح كل جزء منهم 

ملاحظة: هاد تلخيص يعني مش ترجمة  شامل الكتابين
ملاحظة2: حسب خطة الإنجليزي للدورة الصيفية 2022 كان عبارة عن الوحدات التالية من
READING + LISTENING وهم **6&4** من كل كتاب وهاد التلخيص الههم .

READING

UNIT 4

Weather and climate

الطقس و المناخ

✧ أولاً: رح نتكلم عن المعاني بشكل عام المطلوبة للحفاظ

الكلمة	المعنى بالعربي	التصنيف	المعنى بالإنجليزي
extreme	شديد / قاسي	(adj)	the worst or most serious, for example , extreme weather conditions الأسوأ أو الأكثر خطورة ، على سبيل المثال الظروف الجوية القاسية
tornado	إعصار	(n)	an extremely strong, dangerous wind that blows in a circle رياح شديدة الخطورة تهب في دائرة
alley	الزقاق	(n)	a narrow street between buildings شارع ضيق بين المباني
produce	أثار	(v)	to cause a reaction or a result لإحداث رد فعل أو نتيجة
Doppler radar	رادار الطقس / دوبلر	(n)	a special radar system that can give us information about a storm نظام رادار خاص يمكنه تزويدنا بمعلومات عن العاصفة
spin	الدوران السريع	(v)	if something spins, it turns around and around quickly إذا دار شيء ما ، فإنه يستدير ويدور بسرعة
almost	تقريباً	(adv)	not everything, but very close to it ليس كل شيء ، ولكن قريب جداً منه
cover	غطاء / ستار	(v)	to lie on the surface of something للاستلقاء على سطح شيء ما
dangerous	خطير	(adj)	can harm or hurt someone or so يمكن أن يؤذي أو يؤذي شخصاً أو نحو ذلك
huge	ضخم	(adj)	extremely large in size or amount كبير للغاية في الحجم أو الكمية
last	الماضي	(v)	to continue for a period of time للاستمرار لفترة من الزمن
lightning	البرق	(n)	a flash of bright light in the sky during a storm وميض من الضوء الساطع في السماء أثناء عاصفة
thunder	الرعد	(n)	the sudden loud noise that comes after a flash of lightning something الضوضاء الصاخبة المفاجئة التي تأتي بعد وميض البرق
careful	حذر	(adj)	paying attention to what you do so that you don't have an accident, make a mistake or damage something الانتباه إلى ما تفعله حتى لا تتعرض لحادث أو ترتكب خطأ أو تتلف شيئاً
drop	يسقط / ينخفض	(v)	to decrease; to fall or go down للإنخفاض ؛ للسقوط أو النزول
decide	يقرر	(v)	to choose between one possibility or another للاختيار بين احتمال أو آخر
shock	مفاجأة / صدمة	(n)	a big, unpleasant surprise مفاجأة كبيرة غير سارة
rise	ترتفع	(v)	to increase; to go up للارتفاع ؛ لترتفع
precipitation	هطول	(n)	rain or snow that falls to the ground المطر أو الثلج الذي يسقط على الأرض

Ex1: Complete each sentence with a word from the box.

lightning thunder dangerous huge cover last almost

- I think the big snow storm will **cover** the ground in snow. We won't be able to see any grass at all.
- Although **lightning** can be very scary, it is also beautiful when it flashes in the sky.
- last** every house on our street was damaged by the storm. Only two houses were OK.
- Asli got sick when the weather changed. Luckily, it didn't **almost** long. She felt better after a couple of days.
- The **thunder** scared our cats. They hate the loud noise.
- There has been a **huge** increase in rainfall this year. As a result, the lakes and rivers are at the highest levels in years.
- Swimming in the rain can be **dangerous** if there is lightning. You should get out of the water right away so you don't get hurt.

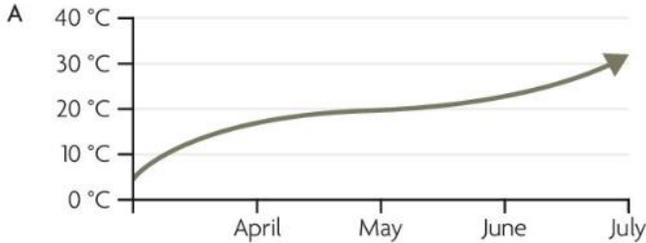
Ex2: Complete each sentence with a word from the box.

careful drop rise precipitation decide shock

1. It was hot and sunny all day, so it was a **shock** when it suddenly started to rain.
2. The temperature will **rise** over the summer months.
3. Let's wait and see what the weather is like tomorrow. Then we'll **decide** if we want to go to the beach or to a museum.
4. Be **careful** when you drive on icy roads. Go slowly and watch out for other cars.
5. Matsuyama, India has the most **precipitation** in the world. It gets about 11.9 meters of rain every year.
6. The temperature might **drop**, so we'll build a fire to stay warm.

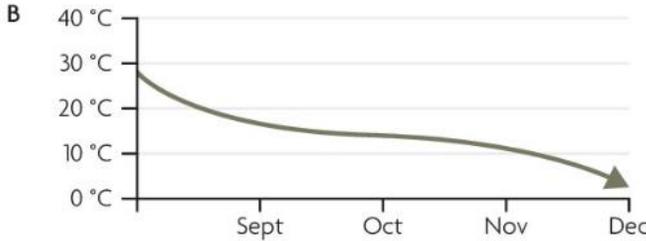
LANGUAGE DEVELOPMENT الجزء الثاني من الشابتير رح نتكلم عن تطوير اللغة

Collections with temperature كلمات مترابطة مع الحرارة



Ex1: Look at the graphs (A and B). Circle the correct word to complete the sentences (1-4) about the graphs.

1. In July, there are **high** / low temperatures.
2. In December, there are high / **low** temperatures.
3. The **maximum** / minimum temperature is 32 °C in July.
4. The maximum / **minimum** temperature is 1 °C in December.



Describe graph وصف الرسم البياني

You can use certain words and phrases to talk about graphs. Use the verbs rise, drop, fall and reach and the nouns increase and decrease to describe changes on a graph. Increase and decrease are also verbs.

يمكنك استخدام كلمات وعبارات معينة للتحدث عن الرسوم البيانية. استخدم أفعال ترتفع، ووهبوط، وتنخفض، وتبلغ، والأسماء تزيد وتنقص لوصف التغييرات على الرسم البياني. الزيادة والنقصان هي أيضًا أفعال.

EX2: Match the sentences (1-6) to the correct graph (A or B).

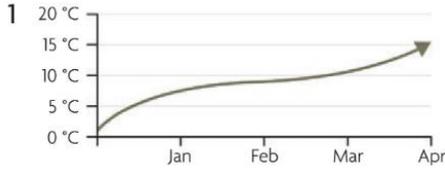
1. The graph shows an increase in temperature. **A**
2. The graph shows a decrease in temperature. **B**
3. The temperature rises to 32 °C. **A**
4. The temperature drops to 1 °C. **B**
5. The temperature falls to 1 °C. **B**
6. The temperature reaches 32 °C. **A**

Ex3: Complete the statements with the bold words in Exercise 2.

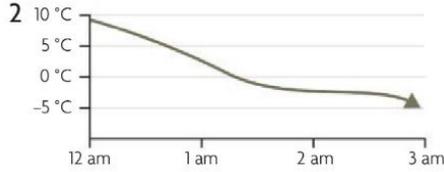
1. Use **rise** and **reach** to talk about an increase in temperature.
2. Use **drop** and **fall** to talk about a decrease temperature.

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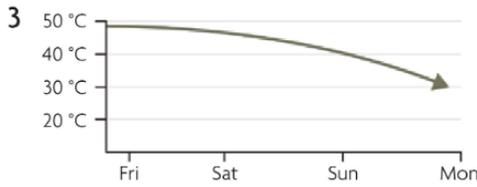
Ex4: Look at the graphs (1-4). Circle the correct word to complete the sentences (a - b).



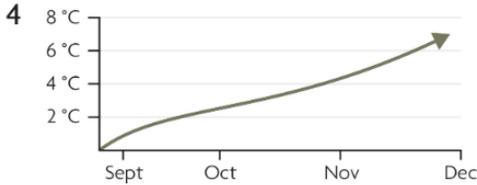
- A. The graph shows an **increase** / a decrease in temperature.
 B. In April, the temperature **reaches** / falls to 15 ° C.



- A. The graph shows an increase / **a decrease** in temperature.
 B. At three o'clock, the temperature **drops** / rises to about -5 ° C.



- A. The graph shows an increase / **a decrease** in temperature.
 B. On Monday, the temperature reaches / **falls** to 30 ° C.



- A. at the graph shows an **increase** / a decrease in temperature.
 B. In December, the temperature **rises** / falls to 7 ° C.

Analyzing graphs تحليل الرسوم البيانية

You can use graphs to show numbers or data.

يمكنك استخدام الرسوم البيانية لإظهار الأرقام أو البيانات

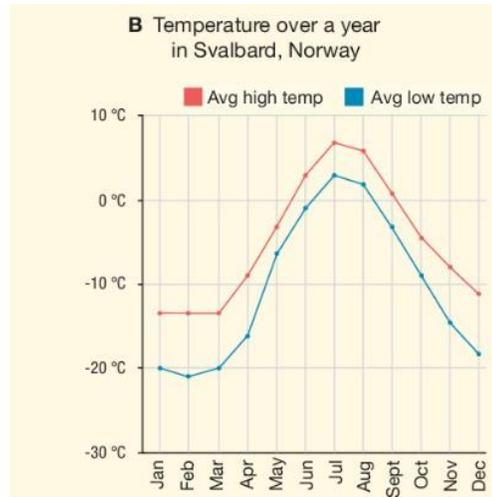
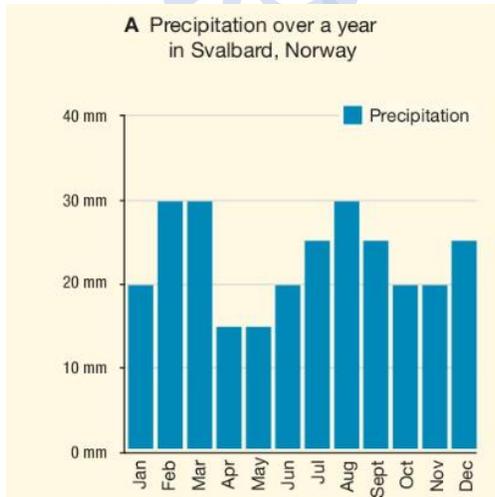
When you look at a graph, you can see the most interesting information quickly and easily.

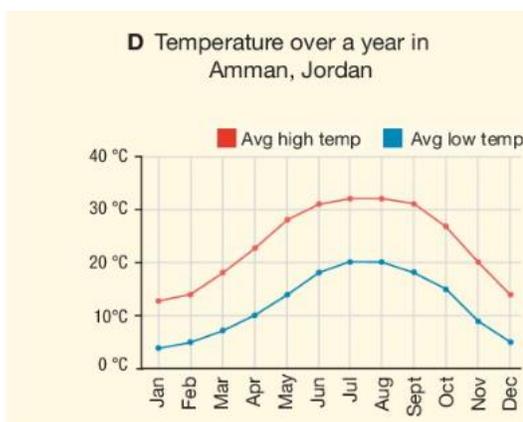
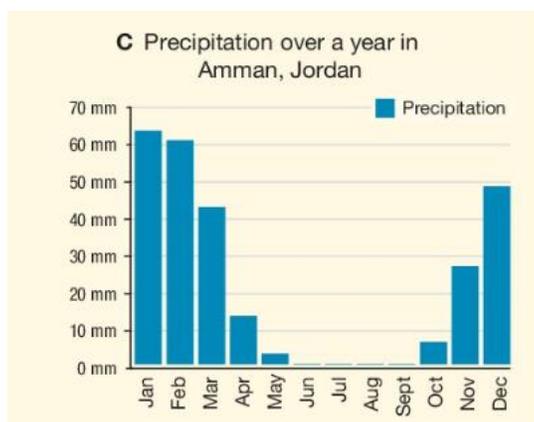
عندما تنظر إلى رسم بياني ، يمكنك رؤية المعلومات الأكثر إثارة للاهتمام بسرعة وسهولة.

When you write about graphs, look at the highest and lowest numbers and then choose the most interesting information to write about.

عندما تكتب عن الرسوم البيانية ، انظر إلى الأرقام الأعلى والأدنى ثم اختر المعلومات الأكثر إثارة للاهتمام للكتابة عنها.

For Ex: Look at the graphs (A - D). What kind of information does each one show? Check your answers with a partner.





Ex2: Circle the correct words to complete the sentences.

- 1 Graph A shows temperature in Celsius / **precipitation** in **millimeters** / the number of hurricanes.
- 2 Graph B shows temperature in **Celsius** / average hours of **daylight** / precipitation in millimeters.
- 3 Graph C shows data for **Amman** / Svalbard.
- 4 Graph D shows average **temperatures** / precipitation.
- 5 Graphs A and C are line graphs / **bar charts**.
- 6 Graphs B and D are **line graphs** / bar charts.

Ex3: Complete the tables, using the information from the graphs in For Ex. Svalbard, Norway

Months	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	sept	Oct	Nov	Dec
Precipitations	20mm	30mm	30mm	15mm	15mm	20mm	25mm	30mm	25mm	20mm	20mm	25mm
Average high Temperature	-13°C	-13°C	-13°C	-9°C	-3°C	3°C	7°C	6°C	1°C	-5°C	-8°C	-11°C
Average low Temperature	-20°C	-21°C	-20°C	-16°C	-7°C	-1°C	3°C	2°C	-3°C	-9°C	-15°C	-18°C

Amman, Jordan

Months	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	sept	Oct	Nov	Dec
Precipitations	63mm	61mm	43mm	14mm	3mm	0mm	0mm	0mm	0mm	7mm	28mm	49mm
Average high Temperature	12°C	13°C	18°C	22°C	28°C	31°C	32°C	32°C	31°C	27°C	20°C	14°C
Average low Temperature	3°C	4°C	7°C	10°C	13°C	18°C	20°C	20°C	18°C	15°C	9°C	5°C

Ex4: Look at the graphs and the tables again and answer the questions.

- 1 Which months have the highest temperatures in each place? **For Svalbard 7°C and Amman 32°C**
- 2 Which months have the lowest temperatures in each place? **For Svalbard -21°C and Amman 3°C**
- 3 Which months have the most precipitation in each place? **For Svalbard February, March and August and Amman January.**
- 4 Which months have the least precipitation in each place? **For Svalbard April and May and Amman June, July, August, and September.**

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GRAMMAR FOR WRITING قواعد الكتابة

COMPARATIVE AND SUPERLATIVE ADJECTIVES صفات المقارنة والتفضيل

1. Comparative adjectives الصفات المقارنة

أحرف العلة هي: A, E, I, O, U

Use a comparative adjective + than to show how two people, things or ideas are different.

استخدم صفة مقارنة + than لإظهار اختلاف شخصين أو أشياء أو أفكار.

The Sahara Desert is **hotter** than Paris.

For one - syllable adjectives, add **-er**. لواحد - صفات مقطع لفظي، منضيف

warm → warmer

for one - syllable adjectives which end in one vowel and one consonant, double the consonant and add -er. Do not double the consonant w.

من أجل صفات مقطع لفظي واحد تنتهي بحرف متحرك واحد وحرف ساكن واحد، قم بمضاعفة الحرف الساكن والمجموع. لا تضاعف الحرف الساكن **w**.

wet → wetter Low → Lower

NOTE: dry → drier

Use more before almost all adjectives with two or more syllables. Less is the opposite of more.

استخدم **more** قبل كل الصفات تقريبًا بمقطعين أو أكثر. **Less** هي عكس **more**.

beautiful → more beautiful / less beautiful

For two - syllable adjectives ending in -y, remove the -y and add -ier.

بالنسبة إلى صفات مقطع لفظي تنتهي بـ -y، قم بإزالة -y و منضيف **ier**.

rainy → rainier early → earlier

Some comparative adjectives are irregular. بعض الصفات المقارنة غير منتظمة.

good → better bad → worse

Use as + adjective + as to say that two ideas are similar or the same. Not as as means ' less than '.

استخدم as + adjective + as لتقول أن فكرتين متشابهتين أو متماثلتين. Not as as تعني أو تساوي معنى less than.

Cairo is **as hot as** Dubai. London is **not as hot as** Miami.

2. Superlative adjectives صفات التفضيل

Use the + superlative adjective to compare one person, thing or idea to others. They mean ' more / less than all of the others '.

استخدم **the +** صفة التفضيل لمقارنة شخص أو شيء أو فكرة بالآخرين. إنها تعني "أكثر / أقل من كل الآخرين".

The Sahara Desert is **the hottest** place in Egypt.

For one - syllable adjectives, add **-est**. لواحد - صفات مقطع لفظي، منضيف

Cool → the coolest cold → the coldest

for one - syllable adjectives which end in one vowel and one consonant, double the consonant and add -est. Do not double the consonant w.

من أجل صفات مقطع لفظي واحد تنتهي بحرف متحرك واحد وحرف ساكن واحد، قم بمضاعفة الحرف الساكن وإضافة -est. لا تضاعف الحرف الساكن **w**.

hot → the hottest Low → the lowest

Use the most or the least before almost all adjectives with two or more syllables.

استخدم **the most or the least** قبل كل الصفات تقريبًا مع مقطعين لفظيين أو أكثر.

dangerous → the most dangerous / the least dangerous

X the **most** hungriest

for two - syllable adjectives ending in -y, remove the -y and add -iest .

لاثنين - صفات مقطع لفظي تنتهي بـ -y، قم بإزالة -y وإضافة -iest.

hungry → the hungriest early → the earliest

Some superlative adjectives are irregular. بعض الصفات التفضيلية غير منتظمة.

Good → the best bad → the worst

Ex1: Complete the table with the correct form of the adjective.

Adjective	Comparative	Superlative
cold	colder than	the coldest
low	lower than	the lowest
extreme	more extreme	the most extreme
dry	drier than	the driest
big	bigger than	the biggest
easy	easier than	the easiest

Ex2: Choose the comparative or superlative form of the adjectives in Exercise 1 to complete the sentences.

- 1 This is drier / **the driest** year on record. There has been no rain for two months.
- 2 This winter **is colder** / the coldest **than** last winter. It was -10 ° C again yesterday.
- 3 Our oceans can have some of more extreme / **the most extreme** weather on earth.
- 4 The rainfall **was lower** / the lowest this month **than** last month.
- 5 In my country, bigger / **the biggest** problem is the weather. It's cold and it rains all the time.

Ex3: Look at the fact files for Cuba and Iceland. Complete the sentences, using the word in brackets to make a comparative or superlative adjective.

Cuba	
Maximum temperature	32°C
Minimum temperature	18°C
Average rainfall	173mm
Average sunshine	7.5 hours a day

Iceland	
Maximum temperature	14°C
Minimum temperature	-2°C
Average rainfall	94mm
Average sunshine	3.4 hours a day

- 1 Cuba has a **higher** maximum temperature **than** Iceland. (high)
- 2 Iceland is **colder** **than** Cuba. (cold)
- 3 Iceland has the **lowest** temperature of the two countries. (low)
- 4 Cuba is **wetter** **than** Iceland. (wet)
- 5 Iceland is **drier** **than** Cuba. (dry)
- 6 Cuba is the **rainiest** of the two countries. (rainy)
- 7 Iceland is not **as sunny** as Cuba. (sunny)

ACADEMIC WRITING SKILLS مهارات الكتابة الأكاديمية

TOPIC SENTENCES FOR DESCRIPTIVE PARAGRAPHS ABOUT A GRAPH

الجملة الرئيسية للفقرات الوصفية حول الرسم البياني

When writing about a graph, use the phrase the graph shows in the topic sentence to describe the information in the graph.

عند الكتابة عن رسم بياني ، استخدم العبارة التي يعرضها الرسم البياني في جملة الموضوع لوصف المعلومات الموجودة في الرسم البياني.

The graph shows the temperature in degrees Celsius over 24 hours in the Sahara Desert.

يعرض الرسم البياني درجة الحرارة بالدرجات المئوية خلال 24 ساعة في الصحراء الكبرى.

Notice how the following order is used: لاحظ كيف يتم استخدام الترتيب التالي

The graph shows + what is measured + time period + place.

Ex1: Complete the topic sentences about graphs A and B on page 3 in the Critical thinking section.

- 1 Graph A shows **precipitations** the in **millimeters** over one **year** in **Svalbard**.
- 2 Graph B shows **temperature** in degrees **Celsius** over one **year** in **Svalbard**.

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SUPPORTING SENTENCES الجملة الداعمة

The supporting sentences in a paragraph give more information about the topic sentence. When writing about graphs, numbers (or data) are used to support main ideas.

توفر الجمل الداعمة في الفقرة مزيدًا من المعلومات حول جملة الموضوع. عند الكتابة عن الرسوم البيانية، تُستخدم الأرقام (أو البيانات) لدعم الأفكار الرئيسية.

Thunderstorms are common all over the world. **Weather experts estimate that there are 16 million thunderstorms around the world every year.**

العواصف الرعدية شائعة في جميع أنحاء العالم. يقدر/يُخمن خبراء الطقس أن هناك 16 مليون عاصفة رعدية حول العالم كل عام.

Ex2: In the pairs of sentences, underline the main idea. Circle the data.

- The hottest time is between 2 pm and 4 pm. Temperatures rise to 33 ° C.
- The coldest time is at 4 am. Temperatures fall to -1 ° C.

Ex3: Match the sentence halves to complete the statements.

- (a) __1 The main idea a describes a general feature or trend from the graph.
(b) __2 The data b is a number from the graph to illustrate the trend.

Ex4: Match the main ideas (1-4) to the data (a - d).

main ideas		Data
1 New York is as rainy as Houston.	c	a. There are 8.7 hours of sunshine in July and 8 hours of sunshine in August
2 The hottest month is March.	b	b. Temperatures reach 37 ° C.
3 July is sunnier than August.	a	c. Both cities have an average rainfall of 1,270 millimeters.
4 The coldest month is December.	d	d. Temperatures fall to -7 ° C.

Ex5: Read the topic sentence. Then tick (✓) all the supporting sentences (a - f) which belong in the paragraph.

Topic sentence: The weather in Costa Rica changes in different regions.

- the rainiest area in the country is the north - east mountain region, which receives 3,580 millimeters of rain each year. ()
- The Central Valley, where the capital city of San José is located, has the mildest temperature year-round. (✓)
- In Costa Rica, the rainy season lasts from May to November. ()
- at the beach, the temperature can rise to as high as 33 ° C. (✓)
- In the rainforest, there are thousands of different types of animals to see. ()
- on the highest mountain, called Cerro Chirrup, temperatures can drop to below freezing at night. (✓)

GIVING EXAMPLES إعطاء أمثلة

like, such as and for example

In a supporting sentence, writers often give examples to support the main idea. Use like, such as and for example to give an example or a list of examples.

في الجملة الداعمة، غالبًا ما يقدم الكتاب أمثلة لدعم الفكرة الرئيسية. استخدم **Like, such as, for example** لإعطاء مثال أو قائمة أمثلة.

Stay warm by wearing the right clothes, **like** a hat and a sweater.

Hurricanes are usually given names, **such as** Hurricane Sandy.

There are a lot of fun activities to do in the winter, **for example** skiing and ice skating.

Use a comma before **like, such as and for example**. استخدم فاصلة قبل

Ex6: Rewrite the sentences. Put the words in brackets in the correct place and use like, such as or for example. More than one answer is possible.

1. Wildfires have many different causes. (lightning)

Wildfires have many different causes, like lightning.

2. It is too hot to snow in some Central American cities. (Managua, Guadalajara)

It is too hot to snow in some Central American cities, like Managua and Guadalajara.

3. There are a lot of tornadoes in certain US states. (Oklahoma, Texas)

There are a lot of tornadoes in certain US states, Such as Oklahoma and Texas.

4. When you go camping, bring important items. (Water, sunscreen)

When you go camping, bring important items, like Water and sunscreen.

5. You can do a lot of outdoor activities in warm weather. (Swimming, walking)

You can do a lot of outdoor activities in warm weather, For example Swimming, walking.

6. Some cities are very wet and rainy. (Hong Kong, Mumbai)

Some cities are very wet and rainy, Such as Hong Kong and Mumbai.

END OF CHAPTER 4

UNIT 6

Business

الأعمال

تلخيص A2.2 _ Unit6

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الكلمة	المعنى بالعربي	التصنيف	المعنى بالإنجليزي
warehouse	مستودع كبير	(n)	a large building for keeping things that are going to be sold مبنى كبير لحفظ الأشياء التي سيتم بيعها
item	الأغراض	(n)	a single thing in a set or on a list, such as a book or a toy شيء واحد في مجموعة أو في قائمة ، مثل كتاب أو لعبة
fulfilment	مكان التوصيل	(n)	the act of doing something that you promised to do فعل شيء ما للقيام به أنت وعدت القيام به
central	الكمبيوتر المركزي	(adj)	main or most important; organized and working from one main place رئيسي أو أهم ؛ منظمة وتعمل من مكان رئيسي واحد
random	عشوائي / غير منتظم	(adj)	done or chosen without any plan or system تم أو تم اختياره بدون أي خطة أو نظام
organize	ينظم	(v)	a plan or arrange carefully خطة أو ترتيب بعناية
apply	يتقدم	(v)	ask officially for something, often by writing اطلب شيئاً رسمياً ، غالباً عن طريق الكتابة
results	النتائج	(n)	information that you find out from something, such as an exam a scientific experiment or a medical test المعلومات التي تكتشفها من شيء ما ، مثل اختبار أو تجربة علمية أو اختبار طبي
occupation	الوظيفة / المهنة	(n)	a job or career وظيفة أو مهنة
colleague	زميل	(n)	someone you work with شخص ما تعمل معه
customers	الزبائن	(n)	people who buy things from a shop or business الأشخاص الذين يشترون أشياء من متجر أو شركة
set up	يؤسس	(phr v)	to create or establish (something) for a particular purpose لإنشاء أو إنشاء (شيء) لغرض معين
office	مكتب	(n)	a place in a building where people work مكان في مبنى يعمل فيه الناس
runs	يدير	(v)	to manage or operate something لإدارة أو تشغيل شيء ما
partner	شريك	(n)	someone who runs or owns a business with another person شخص يدير أو يمتلك شركة مع شخص آخر
goal	هدف	(n)	something you want to do successfully in the future شيء تريد القيام به بنجاح في المستقبل
employ	يوظف	(v)	to pay someone to work or do a job for you أن تدفع لشخص ما مقابل العمل أو القيام بعمل نيابة عنك
introduced	قدمت / عرضت	(v)	to make something available to buy or use for the first time لإتاحة شيء ما للشراء أو الاستخدام لأول مرة
advertise	دعاية	(v)	to tell people about a product or service, for example, in newspapers or on television , in order to persuade them to buy it لإخبار الناس عن منتج أو خدمة ، على سبيل المثال ، في الصحف أو على التلفزيون ، من أجل إقناعهم بشرائها

Ex1: Complete each sentence with a word from the box.

set up office runs partner goal employ introduced advertise

- I want to be a doctor. I can reach my **goal** by studying hard.
- The company **introduced** a new tablet and it sold out in one day.
- A lot of new jobs were created by the car factory. They **employ** more than 300 people in the community.
- I share an **office** with Akiko. It is small and we don't have a lot of space for our desks and files.
- Manuel is my business **partner**. We opened a restaurant together.
- I'm going to **set up** a new business selling gifts online.

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7 The company needs to **advertise** its new smartphone on TV and on the internet, so that more people know about it and want to buy it.

8 My mother **runs** her own business.

COLLOCATIONS WITH BUSINESS

Do the verbs go before the world business

For Ex: **expand** business / **run** business / **set up** business

Do the nouns go after the world business

For Ex: a business **plan** / a business **partner** / a business **contact**

Ex1: use Words "For Ex" to complete the Sentence.

1 A business **plan** is a detailed document describing the future direction of a business.

2 **expand** a business means to make a business bigger.

3 A business **partner** is a person who owns a business with you.

4 **run** a business means to be in charge of and control a business.

5 **Set up** a business means to start a business.

6 A business **contact** is a person you know because of your job.

BUSINESS VOCABULARY

Ex1: Match the Words (1-8) to their definitions (a-h)

c	1. colleague	a. a program you use to control what a computer does
g	2. department	b. something a business makes and sells
f	3. employ	c. someone that you work with
h	4. employee	d. a place in a building where people work
e	5. manager	e. the person who organizes or leads a business
d	6. office	f. to pay someone to work or do a job for you
b	7. product	g. part of a business or company
a	8. software	h. a worker you

Ex2: Use the words from Exercise 1 to complete the email. You may need to use the plural form of some words.

To: Sales and marketing department

From: Jane Curry

Subject: Important information

Important information for ⁽¹⁾ **employees** of Jenson Co.
 I am pleased to tell you that we are moving into a bright new ⁽²⁾ **office** in three months. We are also getting new ⁽³⁾ **software** for our computers. We will have more space, so we can ⁽⁴⁾ **employ** more people.
 I am very confident that these changes will help us sell more of our excellent ⁽⁵⁾ **product**. It is exciting that our ⁽⁶⁾ **department** continues to grow. You and Your ⁽⁷⁾ **colleague** are responsible for that.
 Best,
 Jane Curry
 General ⁽⁸⁾ **manager**

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WRITING

CRITICAL THINKING

Organizing events in time

order When writing about things that happened in the past, writers often put them in time order.

الترتيب عند الكتابة عن أشياء حدثت في الماضي ، غالبًا ما يقوم الكتاب بترتيبها في الوقت المناسب

First, you should select the key events.

أولاً ، يجب عليك تحديد الأحداث الرئيسية

Then, you should identify the first event that happened and end with the event that happened last.

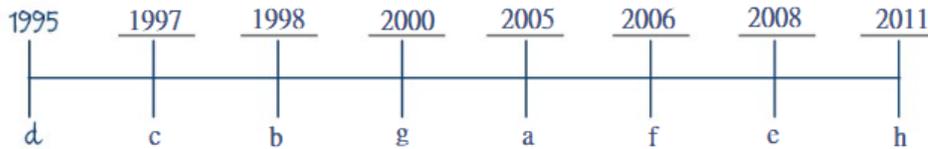
بعد ذلك ، يجب تحديد الحدث الأول الذي حدث وتنتهي بالحدث الذي حدث أخيرًا.

Timelines are a useful way to organize past events in time order.

تعد المخططات الزمنية طريقة مفيدة لتنظيم الأحداث الماضية بترتيب زمني.

Ex: Use the notes and annotations you made in Reading 2 to place the events in Google's history below in the correct place on the timeline. Write the dates above the timeline and the events below it .

استخدم الملاحظات والحاشية التي كتبتها في قصة نجاح جوجل لوضع الأحداث في سجل جوجل أدناه في المكان الصحيح في الجدول الزمني. اكتب التواريخ فوق الجدول الزمني والأحداث الموجودة أسفله.



- a Google Earth™ and Google Maps™ are launched.
- b Google employs its first worker, Craig Silverstein.
- c Page and Brin register the domain name Google.com.
- d Larry Page and Sergey Brin meet at Stanford University.
- e Google starts its student art contest.
- f ' Google ' becomes a verb in English dictionaries.
- g It becomes possible to search Google in 15 languages.
- h Google Art Project™ is launched.

GRAMMAR FOR WRITING

THE PRESENT SIMPLE AND THE PAST SIMPLE

Use the present simple to talk about things which happen regularly, or which are true in general.

استخدم المضارع البسيط للتحدث عن الأشياء التي تحدث بانتظام ، أو التي تكون صحيحة بشكل عام.

Employees **share** ideas with each other.

يتبادل الموظفون الأفكار مع بعضهم البعض

The company **employs** more than 40,000 people around the world.

توظف الشركة أكثر من 40 ألف شخص حول العالم

Use the past simple to talk about events that happened in the past.

استخدم الماضي البسيط للتحدث عن الأحداث التي حدثت في الماضي.

The two partners **created** a company that **made** searching the internet easy.

أنشأ الشريكان شركة جعلت البحث في الإنترنت أمرًا سهلاً.

Ex1: underline the verbs in the sentences. Write past next to the verbs in the past simple and present next to the verbs in the present simple.

ضع خط تحت الأفعال في الجمل. اكتب الماضي بجانب الأفعال في الماضي البسيط والحاضر بجوار الأفعال في المضارع البسيط.

1 Ford **is** (present) one of the most famous motor companies in the world.

2 Jacques Nasser **joined** (past) Ford in 1968.

3 Jacques Nasser **is** (present) the son of Abdo Nasser.

4 On 1 January 1999, Jacques Nasser **became** (past) president of Ford.

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5 In 2000, Ford **bought (past)** Land Rover.

6 In 2003, Ford **celebrated (past)** its 100th birthday.

Ex2: Darken the correct form of the verbs in the paragraph.

The JLX company ⁽¹⁾ **sells** / sold food to supermarkets and shops. In 2009, Martha Underwood ⁽²⁾ sets up / **set up** the business. In 2010, the company ⁽³⁾ does / **did** very well. In June, Martha Underwood ⁽⁴⁾ employs / **employed** three new employees. The company ⁽⁵⁾ expands / **expanded** and ⁽⁶⁾ opens / **opened** new offices in Europe. Today, JLX is / was a very successful business.

Ex3: Write the correct form of the verbs in brackets. Use the past simple or present simple.

1 Nissan **is** (be) a Japanese company.

2 In 1824, John Cadbury **opened** (open) the first Cadbury's chocolate shop.

3 Lego **sells** (sell) toys.

4 Today, Nestlé **is** (be) the world's biggest food and drinks business.

5 Nokia **started** (start) in 1865.

6 In 1995, Amazon **sold** (sell) the first book on Amazon.com.

7 Adidas **makes** (make) sports clothes around the world.

8 In 1926, Mercedes – Benz **designed** (design) its first car.

Ex4: Complete the sentences with the past simple form of the words in the box.

أكمل الجمل بالصيغة البسيطة السابقة للكلمات الموجودة في المربع.

be become begin graduate vote

1 In 2016, Alibaba **became** one of the largest internet companies in the world.

2 Indra Nooyi was born in India, **graduated** from Yale University and is the CEO of PepsiCo.

3 Peugeot is a French car company. It **began** as a family business in 1810.

4 In 2017, passengers **voted** Qatar Airways the best airline in the world.

5 Before she wrote books, J. K. Rowling **was** a teacher.

TIME CLAUSES WITH WHEN TO DESCRIBE PAST EVENTS شروط زمنية عند وصف الأحداث السابقة

Use a time clause with when to describe the date or time that something happened in the past.

استخدم جملة زمنية مع الوقت لوصف التاريخ أو الوقت الذي حدث فيه شيء ما في الماضي.

He started the business **when** he was sixteen.

بدأ العمل عندما كان في السادسة عشرة من عمره

To make the time of the event more important, put the time clause with when first and follow it with a comma.

لجعل وقت الحدث أكثر أهمية ، ضع عبارة "الوقت" مع "متى" أولاً واتبعها بفاصلة.

When he was sixteen, he started the business.

Ex1: Rewrite the sentences using time clauses with when.

أعد كتابة الجمل باستخدام جمل الوقت مع متى

1 She became the CEO. She was 30.

When She became the CEO, she was 30.

2 They employed six new workers. The business expanded.

When the business expanded, they employed six new workers.

3 He left his job. He was 65.

When he was 65, he left his job.

4 The shop closed. The economy crashed.

When the economy crashed, the shop closed.

5 They expanded the company. It was still successful.

When it was still successful, they expanded the company.

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Ex2: Put the words in order to make complete sentences.

ضع الكلمات لتكوين جمل كاملة

1 a company / When Lei / her master's degree, / she started / finished /.

When Lei finished her master's degree, she started a company.

2 when / was one year old / The owners opened / the first one / a second café /.

The owners opened a second café when the first one was one year old.

3 he advertised / online / When Samir / to get more customers, / wanted / his business /.

When Samir wanted to get more customers, he advertised his business online.

4 Anika loved / she was / computers when / a child / about / to learn /.

Anika loved to learn computers when she was about a child.

5 When / a bigger office / she moved / CEO, / became / Yoko / to /.

When Yoko became CEO, she moved to a bigger office.

ACADEMIC WRITING SKILLS مهارات الكتابة الأكاديمية

ADDING DETAILS TO MAIN FACTS إضافة تفاصيل إلى الحقائق الرئيسية

In a narrative paragraph, adding details to the main facts makes the writing more interesting and informative. Giving examples and reasons, explaining ideas and using adjectives are ways to add details.

في فقرة السرد ، فإن إضافة التفاصيل إلى الحقائق الرئيسية يجعل الكتابة أكثر إثارة للاهتمام وغنية بالمعلومات. إن إعطاء الأمثلة والأسباب وشرح الأفكار واستخدام الصفات هي طرق لإضافة التفاصيل.

The details should help your readers form a picture of the events in their minds. Ask yourself these questions to help add detail to narrative writing:

يجب أن تساعد التفاصيل القراء على تكوين صورة للأحداث في أذهانهم. اسأل نفسك هذه الأسئلة للمساعدة في إضافة التفاصيل إلى الكتابة السردية:

✚ Who or what is the paragraph about?

من أو ما هو موضوع الفقرة

✚ Why did the events happen?

لماذا حدثت الأحداث

✚ How can I help the reader make a mental picture of what I am describing?

كيف يمكنني مساعدة القارئ على تكوين صورة ذهنية لما أصفه

✚ Can I make any information more specific with dates, reasons, adjectives or examples?

هل يمكنني جعل أي معلومات أكثر تحديداً مع التواريخ أو الأسباب أو الصفات أو الأمثلة

✚ Do the details in my narrative tell the story?

هل التفاصيل في روايتي تحكي القصة

Ex: Read about the history of YouTube. The sentences below the text add more detail. Write the letters of the sentences in the correct places in the paragraph.

اقرأ عن تاريخ يوتيوب الجمل الموجودة أسفل النص تضيف المزيد من التفاصيل اكتب حروف الجمل في الأماكن الصحيحة في الفقرة.

In 2005, three friends, Chad Hurley, Steve Chen and Jawed Karim, had an idea for an internet business.

(1) **A** They created YouTube. Today, YouTube is the largest video sharing site on the internet, and it has over 1.5 billion users. YouTube's first office was located in a simple room. (2) **D** Their first video was posted in April 2005. It was called ' Me at the Zoo '. (3) **B** Within five months, over a million people saw the video. Businesses began to notice YouTube and wanted to advertise on the website. In July 2006, 65,000 new videos were posted every day. In November 2006, Google bought YouTube. (4) **C**

A They wanted to help people share videos on the internet.

B It showed Karim at the zoo talking about elephants.

C They paid the incredible price of \$ 1.65 billion.

D The room was located above a pizza restaurant in Menlo Park, California, in the US.

Ex Writing: بيحي مثل الفكرة في النهائي

Write a paragraph about the success story of YouTube, an online video platform

Look at this information that may help you in writing this paragraph:

1. It was founded in the year 2005 AD by Chad Hurley, Steve Chen and Jawed Karim, in Saint-Brune, and the domain name "www.youtube.com" was activated in the same year.
2. In 2006, Google announced that it had acquired YouTube
3. In 2014, YouTube announced a subscription service known as Music Key.
4. In 2015, YouTube released a secondary mobile app known as YouTube Kids
5. In 2016, YouTube expanded its headquarters in San Bruno by purchasing an office complex

Note: Write a paragraph between 10-15 lines maximum.

YouTube is a high online video platform company. Videos Specialist, YouTube was started by Chad Hurley, Steve Chen and Jawed Karim in Saint-Brune, the three partners are created a company in 2005 that Easy access to videos. In 2005, the same the year created company, are Chad Hurley, Steve Chen and Jawed Karim registered the domain name "www.youtube.com". in 2006, the company are sold to google or the Google announced that it had acquired YouTube, the sale of the company YouTube has changed its history. in the busy years that followed, YouTube expanded its services. In 2014, the YouTube announced a subscription service known as Music Key. In 2015, In a beautiful and wonderful development and aims to serve the generation of children and not mix them in public YouTube, YouTube released a secondary mobile app known as YouTube Kids, in 2016, YouTube expanded its headquarters in San Bruno by purchasing an office complex. in conclusion, the story of YouTube is the story successful beautiful.

End of CHAPTER 6

End of READING

LISTINING

UNIT 4

Weather and climate

الطقس و المناخ

☆ أولاً: رح نتكلم عن المعاني بشكل عام المطلوبة للحفاظ

الكلمة	المعنى بالعربي	التصنيف	المعنى بالإنجليزي
current	تيار	(n)	a movement of water or air حركة الماء أو الهواء
gyre	عوامة / دوامة	(n)	a flow of water in a circle تدفق الماء في دائرة
the equator	خط الإستواء	(n)	the imaginary line around the Earth that divides it into equal north and south parts الخط الخيالي حول الأرض الذي يقسمها إلى أجزاء متساوية في الشمال والجنوب
clockwise	في اتجاه عقارب الساعة	(adv)	in the same direction as the hands on a clock move في نفس اتجاه حركة عقارب الساعة
heat	الحرارة	(n)	hot weather; extreme warmth طقس حار، الدفء الشديد
angry	غاضب	(adj)	having a strong feeling that makes you want to shout at someone or hurt them لديك شعور قوي يجعلك ترغب في الصراخ على شخص ما أو إيذائه
cool	بارد	(adj)	slightly cold; of a low temperature بارد جزئياً من درجة حرارة منخفضة
dry	جاف	(adj)	without water or liquid بدون ماء أو سائل
energy	طاقة	(n)	the power and ability to do something or be active القوة والقدرة على فعل شيء ما أو أن تكون نشطاً
humid	رطب	(adj)	having a lot of moisture in the air وجود الكثير من الرطوبة في الهواء
prefer	تفضل / يفضل	(v)	to choose or want one thing instead of another لاختيار أو الرغبة في شيء واحد بدلاً من شيء آخر
upset	منزعج	(adj)	unhappy or worried because something unpleasant has happened غير سعيد أو قلق بسبب حدوث شيء غير سار
Believe	الإعتقاد	(v)	to think that something is true and correct أن تعتقد أن شيئاً ما حقيقي وصحيح
Look after	إهتم / يراعي	(v)	to take care of someone or something by keeping them healthy or in a good condition لرعاية شخص أو شيء من خلال الحفاظ على صحتهم أو في حالة جيدة
Disappear	الإختفاء	(v)	to stop existing in the world للتوقف عن الوجود في العالم
Carefully	بحرص	(adv)	with great attention باهتمام كبير
Discover	اكتشاف	(v)	to find something for the first time للعثور على شيء ما لأول مرة
Become	أصبح	(v)	to begin to be something لتبدأ في أن تكون شيئاً
Unusual	نادر	(adj)	different from what is common or expected يختلف عما هو شائع أو متوقع
Save	حفظ	(v)	to bring something back to good condition; to keep something from harm لإعادة شيء ما إلى حالة جيدة ؛ للحفاظ على شيء من الأذى

Ex1: Complete each sentence with a word from the box.

Angry cool energy upset dry prefer humid

- The weather was very hot and **humid** today. People were sweating a lot because the air was very wet.
- When it doesn't rain and the weather is very **dry**, people worry that plants will die. There isn't enough water to help them grow.
- I was **upset** when it rained during my party in the park because the rain made all the food wet. No one was having fun outside.
- I like **cool** weather because it's nice and relaxing. Hot weather makes me feel ill.
- When the sun isn't out, some people feel tired and don't have **energy** to get things done.
- Some people get **angry** in very hot weather. They become unfriendly and unpleasant because the heat is too much to take.

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7. Which type of weather do you or sunny weather **prefer**? Do you like rainy weather to sunny weather?

ثانيا : language development

VERB COLLOCATIONS

Ex1: Match the verbs (1-5) to the nouns (a - e) to make collocations. In some items, more than one answer is possible. Use a dictionary to help you.

1. save	e	a. research
2. prevent	b	b. forest fires
3. do	a	c. trees
4. cut down	c	d. global warming
5. cause	d	e. wildlife

Ex2: with the correct form of the verbs from Exercise 1.

2 Complete the sentences

- 1 We should **prevent** forest fires by putting out campfires
- 2 We should **cut down** the plants in our garden if they get too big.
- 3 We should **save** wildlife that is in danger of disappearing.
- 4 Scientists need to **do** more research about the rainforests.
- 5 Large amounts of carbon dioxide **cause** global warming.

GERUNDS AND INFINITIVES

When two verbs come together, the second verb is usually an infinitive (to+ verb) or a gerund (verb + -ing). When you learn a new verb, it is important to learn the structures that can follow it.

عندما يجتمع الفعلان معاً ، يكون الفعل الثاني عادةً صيغة المصدر (to + verb) أو (gerund (verb + -ing). عندما تتعلم فعلاً جديداً ، من المهم أن تتعلم الهياكل التي يمكن أن تتبعه.

We want **to learn** more about global warming. (to+ verb)

I **enjoy learning** about science. (verb + -ing)

verbs followed by an infinitive (to + verb)	verbs followed by a gerund (verb + -ing)	verbs followed by an infinitive or a gerund
decide	enjoy	begin
hope	finish	continue
learn	keep	hate
need	stop	like
plan		love
want		prefer
		start

Ex1: Choose the correct form of the verbs in the sentences. Sometimes both are correct.

- 1 I **enjoy to learn / learning** about weather.
- 2 We **need to think / thinking** of a research question.
- 3 Some people **prefer to visit / visiting** places with lots of wildlife.
- 4 My mother and father **want to watch / watching** a film about rainforests.
- 5 I **decided to go / going** to the mountains.
- 6 After we **finish to listen / listening** to the presentation, we'll go home.
- 7 I **plan to study / studying** more about global warming.
- 8 Scientists **begin to tell / telling** us about their research years ago.

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Ex2: Complete the sentences with the infinitive or gerund form of the verbs in brackets. In some items, more than one answer is possible.

- 1 I **started to learn / learning** (learn) about weather patterns because I'm very interested in science.
- 2 She **wanted to go** (go) to the Amazon rainforest.
- 3 I don't **like reading / to read** (read) research. I prefer **attending** (attend) presentations.
- 4 He **decided to study** (study) weather and people's moods.
- 5 What time will the presenter **finish talking** (talk) about global warming?
- 6 I **enjoy walking** (walk) in the mountains this time of year because the weather is really good.
- 7 I **hope to visit** (visit) Japan next year.
- 8 I really **like watching/go watch** (watch) birds in the woods. I think they are very interesting.
- 9 The organizers will **continue to invite / inviting** (invite) important scientists to the conference every year.

FUTURE FORMS

Decisions and plans قرارات وخطط

Use **will** to talk about decisions made at the time you are speaking.

استخدم **will** للتحدث عن القرارات المتخذة في الوقت الذي تتحدث فيه.

I didn't know how much damage plastics do to the environment.

From now on, I **will** try to recycle more.

Use **be going to** + infinitive to talk about decisions made before you speak or a general plan that can change in the future.

استخدم **be going to** + infinitive للتحدث عن القرارات المتخذة قبل أن تتحدث أو خطة عامة يمكن أن تتغير في المستقبل.

Biju **is going to** present information about the forests next week.

Use the present continuous (**be + verb + -ing**) to talk about fixed arrangements made for the future. It is difficult to change these arrangements.

استخدم المضارع المستمر (**be + verb + -ing**) للتحدث عن الترتيبات الثابتة المعدة للمستقبل. من الصعب تغيير هذه الترتيبات.

Next week, many people **are meeting** to talk about protecting the climate and saving the rainforests.

Predictions التنبؤ / التوقع

Use **will** when you are certain about a future event. Use **probably** after will when you are a bit less certain.

استخدم **will** عندما تكون متأكدًا من حدث مستقبلي. استخدم **probably** بعد will عندما تكون أقل يقينًا.

Some scientists have claimed that next year **will** be the hottest for over a decade.

We need to plan now or we **will probably** lose some species completely.

Use **be going to** + infinitive to talk about a future event when there is evidence.

استخدم **be going to** + infinitive للتحدث عن حدث مستقبلي عندما يكون هناك دليل.

In fact, scientists believe 45 percent of forest areas **are going to** change completely in the next 80 years.

You can often use either will or **be going to** for predictions with a very similar meaning.

يمكنك غالبًا استخدام إما **will** or **be going to** للتنبؤات ذات المعنى المتشابه جدًا.

Sea levels **will / are going to** rise over the next 50 years.

Ex1: Complete the sentences with the correct future form of the verbs in brackets. In some items, more than one answer is possible

Decisions and plans

1 I've just finished packing. I **am leaving** (leave) tonight at six o'clock to catch the train.

2 I haven't finished my project on global warming because I don't have enough information. I decided that I **am going to do** (do) some more research online.

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3 A: I **will go** (go) to the garden centre this weekend. Does anyone want to come?

B: OK, I **will come** (come) with you

4 Professor Lang **is talking** (talk) about global warming in her lecture tomorrow.

Predictions

5 You are carrying too many books! You **are going to drop** (drop) them.

6 I think we **will be** (be) very sorry about how we treat the planet one day.

End of CHAPTER 4

UNIT 6

Business

الأعمال

الكلمة	المعنى بالعربي	التصنيف	المعنى بالإنجليزي
chain	سلسلة	(n)	a number of similar shops, restaurants, etc. owned by the same company عدد من المتاجر والمطاعم وما شابه ذلك مملوكة لنفس الشركة
customer	زبون	(n)	a person or organization that buys things or services from a shop or business شخص أو منظمة تشتري أشياء أو خدمات من متجر أو شركة
headquarters	مقر	(n)	the main office of a company or organization.
consultant	مستشار	(n)	an expert in a particular subject who gives advice and information to businesses خبير في موضوع معين يقدم المشورة والمعلومات للشركات
model	نموذج	(n)	an example of a way to organize and run a business مثال على طريقة لتنظيم وإدارة الأعمال
break	راحة	(n)	a pause in an activity for a short time التوقف في نشاط لفترة قصيرة
colleague	زميل	(n)	someone who works with you شخص يعمل معك
earn	يكسب	(v)	to get money from doing work للحصول على المال من العمل
profit	يربح / ينتفع	(n)	money that you make from selling goods or services for more than they cost to make or provide الأموال التي تجنيها من بيع السلع أو الخدمات بأكثر من تكلفة صنعها أو تقديمها
project	مشروع	(n)	a piece of work that is for a particular purpose or a detailed study of a topic قطعة عمل لغرض معين أو دراسة مفصلة لموضوع ما
spend time	تمضية الوقت	(phr)	to use time to do something لاستخدام الوقت لفعل شيء ما
waste time	إضاعة الوقت	(phr)	to use time badly لاستخدام الوقت بشكل سيء
careless	غير مبالي / مهمل	(adj)	done, made or said without paying attention تم القيام به أو صنعه أو ذكره دون الالتفات إليه
customer	زبون	(n)	someone who buys goods or services from a business شخص يشتري سلعًا أو خدمات من شركة
goal	هدف	(n)	something you want to do successfully in the future شيء تريد القيام به بنجاح في المستقبل
messy	فوضوي / مخربط	(adj)	untidy or dirty غير مرتب أو متسخ
skill	مهارات	(n)	the ability to do an activity or job well القدرة على القيام بنشاط أو عمل جيد
strength	قوة	(n)	a good quality جودة / ميزة جيدة
stress	ضغوط	(n)	feelings of worry caused by problems مشاعر القلق الناجمة عن المشاكل
weakness	ضعف	(n)	a quality that is not good جودة / ميزة ليست جيدة

Ex1: Complete each sentence with a word from the box.

break colleague earn profit project spend time waste time

- I don't **earn** much money. My job doesn't pay very much and it is only part - time.
- I was talking with some people at the office when another **colleague** came by and reminded us of a meeting with the boss
- Isabel **spend time** planning her tasks at the beginning of every workday because she wants to use her time well.
- Looking at silly cat videos on the internet at work **waste time** that your company is paying you for.
- Taryn's fashion company makes a big **project**. She doesn't pay much money for the materials or for the work to make the clothes and she sells them for a higher price.
- At university I had to study and do a lot of library research on a **break** for my engineering course.
- At 12:00 pm, all the workers took a **profit** for lunch.

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Ex2: Complete each sentence with a word from the box.

careless customer goal messy skill strength stress weakness

- 1 My business **goal** for next year is to build a new factory.
- 2 I share an office with a colleague, so we both make sure our desks are not **messy**. It would be hard to work if things were not neat and clean
- 3 The business was failing, so the owners looked for some **weakness** in their business plan. They wanted to find out what the problem was so they could fix it.
- 4 Understanding a foreign language is an important **skill** in business these days.
- 5 The salesperson was very pleased when the **customer** put in a large order. It was a successful day for the business.
- 6 When you go for a job interview, you should talk about your **strength** to show the interviewer you are the best person to hire.
- 7 I was trying to work quickly and without thinking I made a **careless** mistake. I ruined my entire project when I pressed the wrong button.
- 8 Ruining my project made me feel a lot of **stress**. I had to do yoga after work to relax.

LANGUAGE DEVELOPMENT

COMPARATIVES AND SUPERLATIVES المقارنة و الافضلية

Comparing quantities مقارنة الكميات

Use more (than), less (than), the most and the least to compare quantities.

استخدم أكثر (من) وأقل (من) والأكثر والأقل لمقارنة الكميات.

- 1 People wasted **the most** time on the internet.
- 2 People spent **the least** time texting friends.
- 3 People spent **less** time texting **than** talking to people.
- 4 People spent **more** time talking to people **than** taking long breaks.



Ex:

- 1 Use the information in the table to complete the sentences below.

time spent working at a desk	60%
time spent taking breaks	25%
time spent in meetings	10%
time spent on the phone	5%

- 1 People spent **the least** amount of time **on the phone**.
- 2 People spent **less** time **in meetings** than taking breaks.
- 3 People spent **the most** time **working at a desk**.
- 4 People spent **more** time **taking breaks** than in meetings.

Comparative adjectives صفات المقارنة

Use comparative adjectives to compare two things.

استخدم الصفات المقارنة للمقارنة بين شيئين

For one - syllable adjectives, add -er and then. For one - syllable adjectives which end in one vowel and one consonant, double the last consonant and add -er. Do not double the consonant w.

old → **older than** thin → **thinner than** low → **lower than**

Sheila is **older than** her manager.

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Use more before almost all adjectives with two or more syllables. Less is the opposite of more.

استخدم more قبل كل الصفات تقريبًا بمقطعين أو أكثر. Less هو عكس more.

important → more important than / less important than

Having good colleagues is **more important than** having a good boss.

Money is **less important than** happiness.

For two - syllable adjectives ending in -y, remove the -y and add -ier.

happy → **happier than**

People who love their job are usually **happier than** people who don't.

Use as + adjective + as to say that two things are similar or the same. Not as ... as means 'less than'.

استخدم as + صفة + as لتقول أن شيئين متشابهين أو متشابهين. ليس as ... كوسيلة "أقل من".

My salary is (not) **as high as** yours.

Superlative adjectives صفات الأفضلية

Use superlative adjectives to compare one thing or person against all others, or all the others in a group.

استخدم صفات الأفضلية لمقارنة شيء أو شخص مع الآخرين، أو كل الآخرين في المجموعة

For one - syllable adjectives, add the and -est. For one - syllable adjectives which end in one vowel and one consonant, double the consonant and add -est. Do not double the consonant w.

young → **the youngest** big → **the biggest** low → **the lowest**

Muriel is **the youngest** person in the office.

Use the most or the least before almost all adjectives with two or more syllables.

استخدم the most أو the least قبل كل الصفات تقريبًا مع مقطعين لفظيين أو أكثر.

experienced → **the most experienced / the least experienced**

I always listen to Lisa because she's **the most experienced** member of the team.

I don't say much in meetings because everyone knows I'm **the least experienced** person.

For two - syllable adjectives ending in -y, remove the -y and add -iest.

friendly → **the friendliest**

My colleague Evan is **the friendliest** person I know.

Some adjectives are irregular. Try to memorize their comparative and superlative forms.

بعض الصفات غير منتظمة. حاول حفظ صيغ المقارنة والتفضيل.

good → **better than** → **the best** bad → **worse** → **than the worst**

Working at home is **better than** working in an office.

What is **the worst** thing about your job?

Ex: Complete the sentences with the comparative or superlative form of the adjectives in brackets.

Add words like that, as or the

1 Is money **more important than** (important) having an interesting job?

2 Is a job working inside **as good as** (good) a job working outside?

3 Do you think men are **worse than** (bad) women at organizing things?

4 Is taking long breaks at work **more serious than** (serious) spending time on the internet?

5 Who is **the funniest** (funny) person you have worked with?

6 Which job do you think is **the most interesting / the least interesting** (interesting)?

PHRASAL VERBS أشباه الجمل الفعلية

Phrasal verbs are verbs with one or more particles (prepositions or adverbs). The verb and the particle (s) have a specific meaning when you use them together. This meaning can be very different from the meaning of the same verb on its own. Common particles in phrasal verbs include up, down, back, out, on, off, in, by, etc.

تلخيص A2.2 _ Unit4

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Verb: I ran for my bus. (= moved along faster than walking)

Phrasal verb: I ran out of time. (= used all of something so there is none left)

Look at the phrasal verbs and their definitions below.

find out	اكتشف	to get information about something, or to learn a fact for the first time للحصول على معلومات حول شيء ما ، أو لمعرفة حقيقة ما لأول مرة
get by	الحصول عليها	to be able to live or deal with a situation with difficulty, usually by having just enough of something you need, such as money لتكون قادرًا على العيش أو التعامل مع الموقف بصعوبة ، عادةً عن طريق الحصول على ما يكفي من شيء تحتاجه ، مثل المال
look at	ينظر الى	to think about a subject carefully so that you can make a decision about it للتفكير في موضوع ما بعناية حتى تتمكن من اتخاذ قرار بشأنه
run out	نفذ	to use all of something so that there is none left لاستخدام كل شيء حتى لا يتبقى منه شيء
take over	يتولى	to replace someone or something ليحل محل شخص ما أو شيء ما
write down	يدون	to write something on a piece of paper so that you do not forget it أن تكتب شيئًا على قطعة من الورق حتى لا تنساه

In some phrasal verbs, such as write down, it is possible to put other words between the verb and the particle.

في بعض أشباه الجمل الفعلية ، مثل الكتابة/التدوين ، من الممكن وضع كلمات أخرى بين الفعل والجسيم.
I wrote down all the details. I wrote all the details down.

Ex1: Look at the sentences. Underline all of the words which make phrasal verbs.

انظر إلى الجمل. ضع خط تحت كل الكلمات التي تصنع أشباه الجمل الفعلية.

- 1 You **wrote** a lot of information **down** in my notebook.
- 2 I haven't finished yet - I **ran out** of time.
- 3 I **wrote down** some notes during the lecture.
- 4 Sandra **took over** from Mark as the project manager.
- 5 Amal **found out** a lot of information about the way people work.
- 6 Marta **looked at** how people use their time at work.
- 7 Faisal had just enough money to **get by** each month.

Ex2: Complete the sentences with the correct form of the phrasal verbs.

أكمل الجمل بالصيغة الصحيحة لأفعال الجمل الفعلية.

- 1 I've **run out** of money! I need to find a bank and use the cash machine.
- 2 Yumi **found out** that the company is planning to open a new office in Bangkok.
- 3 Can you **look at** this report and let me know if there are any mistakes?
- 4 We'll **get by** this year if we are careful with our money.
- 5 I'm sure I **wrote** the company's address **down** somewhere. Ah, here it is! 15 New Street!
- 6 I wonder who will **take over** as head of the company when Margaret retires.

Ex3: Match the sentence halves. Use the phrasal verbs in bold to help you.

طابق نصفي الجملة. استخدم أشباه الجمل الفعلية بالخط العريض لمساعدتك.

- 1 How do you **find c**
- 2 Would you like to **take f**
- 3 Do you **write e**
- 4 Have you ever **run a**
- 5 Do you **look b**
- 6 How can people **get d**

ضياء الدين صبح

- a out of time to finish your work? What happened?
- b at customer reviews before you buy something online? Why / Why not?
- c out information about a company before a job interview?
- d by if they lose their job? What advice would you give them?
- e down people's phone numbers or put them straight into your phone?
- f over someone's job if they lost it? Why / Why not?

End of CHAPTER 6

**END OF
LISTINING**

**END OF English Intermediate Level 2
Summary**

نهاية تلخيص A2.2

ضياء الدين صبح 

بالتوفيق 