

مکتف

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منصة دربك جو

1 share ideas: to give your ideas to another person or to a group

compare ideas: where two or more people consider how their ideas are similar or different

2 create a website: to construct a website that currently does not exist
contribute to a website: offer your writing and work to the website

3 research information: to use a variety of sources ^{مصادر} to find the information you need

present information: to give the results of your research in a presentation

4 monitor what is happening: you know what is happening and you are following the developments

find out what is happening: you don't know what is happening and you want to discover it

5 give a talk to people: you have prepared a speech and you are giving this speech to a group of people who are expecting it

talk to people: an informal discussion

6 show photos: you show people photos that you have in person

send photos: you send photos to someone over the Internet or by post

مادة الحفظ - 1

1- To ----- information is to use a variety of sources to find the information you need.

A) **present**

B) share

C) research

D) compare

2- is an informal discussion .

A) Talking to people

b) giving a talk to people

C) showing photos

d) sending photos

1. Body Idioms

	Body idiom	English	Arabic
1	get it off your <u>chest</u>	tell about something <u>worrying</u>	فضفض
2	get cold <u>feet</u>	to lose <u>confidence</u>	يفقد ثقته
3	play it by <u>ear</u>	deal with a <u>situation</u>	يتعامل مع الظروف
4	keep your <u>chin</u> up	To remain <u>cheerful</u>	ينفائل
5	have a <u>head</u> for figures	<u>mental ability</u> for maths/ music	لديه الموهبة
6	put <u>back</u> into it	To put a lot of <u>effort</u> - tried	يبدل جهده

1. I'm too nervous to do a parachute jump. I think that I'll ----- at the last minute.

- a. get cold feet b. play it by ear c. put back into it d. keep your chin up

2. I'm not sure if it'll be warm enough to have a barbecue. We'll have to -----.

- a. get cold feet b. play it by ear c. put back into it d. keep your chin up

3) Even if things have been difficult for you, always, everything will be normal soon.

- A) keep your chin up B) have a head for C) get it off your chest
D) play it by ear

4) I don't think I'd be a very good accountant. I don't really figures

- A) keep your chin up B) have a head for C) play it by ear D) get it off your chest

5) I'm not sure if it'll be warm enough to have a barbecue. We'll have to decide how to deal with a situation.

Replace the underlined phrase with the suitable body idiom.

- a) get cold feet c) play it by ear b) put back into it d) keep chin up

6) Have a head for figures ! I'm sure everything will be fine in the end.

Replace the misused underlined body idiom with the correct one.

- a) lose confidence b) keep your chin up c) put effort d) mental ability for maths

Collocation

1	draw up a timetable	write a schedule	يعمل جدول
2	do exercise	keep fit	✓
3	make a start	begin	
4	take a break	relax	
5	do a subject	study	
6	make a difference	change something	

1. If you send money to charity, you will..... to a lot of lives.

- a) do exercise^x b) make a start^x c) make a difference d) take a break

2. The deadline is tomorrow, and you haven't done anything yet! You really must -----

a) do exercise b) make a start c) make a difference d) take a break

3) You look tired. It is beneficial to make a difference ?

Replace the underlined misused collocation with the correct one.

- a) do exercise b) make a start c) draw up a timetable d) take a break

	Colour Idiom	English
1	feel blue	sadness <i>يشعر بالحزن</i>
2	out of the blue	unexpectedly <i>يتفاجئ</i>
3	see red	anger / cross <i>غضب</i>
4	red handed	the act of doing something wrong <i>مكتب / Police</i>
5	white elephant	<u>no purpose</u> / <u>useless</u>
6	green light	permission

1. Have you heard the good news? We've got the ----- to go ahead with our project!

- a) feel a bit blue b) green light c) red – handed d) out of the blue

2. Luckily, the police arrived and the thief was caught -----.

- a) feel a bit blue b) green light c) red – handed d) out of the blue

كلمات معا

خطأ Make a mistake, *صافح* shake hands, *سأل* ask questions, *للتقديم* join a company, *سعى* earn respect, *سبب* cause offence, *صافح* do a deal, *سأل* make a small talk, *جذب* catch attention, *سعى* spend time, *صافح* get an idea, *صافح* attend a course, *صافح* take interest.

1. Be very careful when you answer the questions, and try not to -----.

- a) make a mistake b) cause offence c) make a small talk d) join the company

2. If you are polite, you won't -----or upset anybody.

- a) make a mistake b) cause offence c) make a small talk d) join the company

1	know about
2	connect with
3	turn on
4	give out
5	fill in

1- You should know It .
(on , out , in , about)

حفظ

work as
decide on
translate into
asked about
talk about
good at

Ali is good English .

at on about as

TENSES

Present simple

always/ often /sometimes / usually / every/ these days/ nowadays/
frequently /daily / weekly / monthly / yearly /

present continuous

now / at present / at the moment /! فعل امر مع

present perfect :

Since+ زمن / for + زمن / just / yet / never / already / recently / so far / lately

Present perfect continuous :

How long ..? /all/That's why ...

Past simple

Yesterday , ago , in past (date) , ancient / previous / Once

Past continuous :

While , Aswas, were +ing

V2 والشطر الآخر

Whenv2

Past perfect :

After , because had v3 , v2

Beforev2 , had v3

By v2 , had v3

Past perfect continuous نفس المضارع التام المستمر الا ان احد الشطرين ماضي

Will be + ving

1- التقاء زمنين او حدثين Tomorrow at this time

2- In ----- time (be careful if you find for + time)

Will have + v3

By + then , future

1. Our neighbor sometimes his house and goes to the country .
Leaves leave left has left

2. The heart its rate of pumping according to how active a person is .
alter alters is altering altered

3. Laila usually the piano well.
Play plays played is playing

4. Writing short sentences interesting .
Is are have has

5. The mother her children's meals daily.
prepare prepares prepared is preparing

6. Water at zero degree centigrade.
Freeze freezes is freezing frozen

7. A desert most of the natural resources.
Lack lacks is lacking lacking

8. SARS is a problem which the people all over the world.
threatens threaten threatened

9. My research paper of five chapters .
Consist consists consisted

10. A number of volunteers ready to help the community work.
Is are was

11 water evaporate at 150 C ?
Do Does Did

12. Eid Al.Adha is a celebration that on the 10° of Thu Al.Hijja according to the Islamic calendar.

begin

begins

are beginning

13. The committee members ----- out since seven o'clock .

Has been

have been

are

were

14- most of letters every year

Write

غير ماضٍ

are written

were written

writes

15. The government ----- new laws to try to reduce the crime rate in the country recently .

announce

announced

has announced

have announced

17 -Nobody ----- our order yet .

Has taken

hasn't taken

is taken

haven't taken

18. Don't disturb Shorouq now , She ----- to a radio programme .

Is listening

listen

listens

has listened

19. I ----- with my brother at the moment .

Am living

live

lives

have lived

20. Listen ! Someone ----- on the door.

Knocks

is knocking

knocked

21. How long have you been ----- Hotel Management ?

Learn

learned

learning

22. How long have you ----- for this company ?

Worked

been worked

been working

works

23. ^{while} As I was listening to the radio and seemed very interested in the news, he ~~didn't discuss~~ ^{V2} our problem at that time.
didn't discuss were discussing discuss are discussing

24. I was writing a letter when the bell ^{V2} ----- .
Rings ring rang ringing

25. The film ----- a few minutes ago.
Starts started is started start

26. After he ----- the letter, he posted it .
Had written wrote have written writing

27. By the end of 2011, my younger sister ----- from the university graduate
graduate had graduated has graduated graduate

28. Hatem had saved his document before viruses ----- his computer .
Had crashed crashed have crashed

29. By the time we ----- home, the Sun had already set.
Arrive arrived had arrived

30. While the teacher ----- the lesson, someone knocked at the door.
Explained was explaining explain explains

31. I ----- to music when the police opened the door .
Listened was listening listen listens

32. I arrived while he ----- the garden .
Wrote was writing writes writing