

Text One

سأعرض
In this report, we will look at the countries that Jordan trades with and what goods it exports and imports.

First, let's look at exports. Jordan is rich in potash and phosphate, and the extraction industry for these minerals is one of the largest in the world. Not surprisingly, two of Jordan's largest exports are chemicals and fertilizers. Pharmaceuticals and other industries represent 30% of Jordan's Gross Domestic Product (GDP), and 75% of Jordan's pharmaceuticals are exported. Most of Jordan's exports go to Iraq, the USA, India and Saudi Arabia.

Now let's look at imports. Unlike some other countries in the Middle East, Jordan does not have large oil or gas reserves. For that reason, Jordan has to import oil and gas for its energy need. Its other main imports are cars, medicines and wheat. In 2013 CE, 23.6% of Jordan's imports were from Saudi Arabia. Jordan has more free trade agreements than any other Arab country, and it trades freely with many countries, including the USA, Canada and Malaysia. Which other areas are important for Jordan's trade? Jordan first signed a trade agreement with the EU in 1997 CE. It signed a free trade agreement with Egypt, Morocco and Tunisia in 2004 CE. In 2011 CE, another trade agreement was made with the EU, Egypt, Morocco and Tunisia.

1. Most of Jordan's exports mainly go to many countries. Write down three of these countries.
2. Many of Jordan's fertilisers are made mainly of two minerals. Write these two minerals down.
3. Quote the sentence which indicates the country that supplied with nearly quarter of its import in 2013.
4. Find a word in the text which means "things kept back or set aside, especially for future use".
5. What does the underlined word "it" refer to?

TEXT B

The Arab world has many famous chemists in its history, but the person who is known as the founder of chemistry is probably Jabir ibn Hayyan. He is most well-known for the beginning of the production of sulphuric acid. He also built a set of scales which changed the way in which chemists weighed items in a laboratory: his scales could weigh items over 6,000 times smaller than a kilogram. جابر بن حیان - chemical substance

Ali ibn Nafi is also known as 'Ziryab' (or 'Blackbird', because of his beautiful voice). He was a gifted pupil of a famous musician from Baghdad, and it was his talent for music that led him to Cordoba in the ninth century CE. He was the guest of the Umayyad ruler there. He is the person who established the first music school in the world in Cordoba, Al-Andalus, teaching musical harmony and composition. He revolutionized musical theory, and is also the person who introduced the oud to Europe. Cordoba (2) Musical instrument (3)

Fatima al-Fihri was the daughter of a wealthy businessman. She used her father's inheritance to build a learning centre in Fez, Morocco. This learning centre became Morocco's top university, and it is where many students from all over the world come to study. Moreover, it was Fatima's sister, Mariam, who supervised the building of the Andalus Mosque, which was not far from the learning centre. (4) poly math 5

Al-Kindi was a physician, philosopher, mathematician, chemist, musician and astronomer – a true polymath. He made ground-breaking discoveries in many of these fields, but it is probably his work in arithmetic and geometry that has made him most famous. 6

- 1) Why was the set of scales which was invented by Jabir ibn Hayyan significant?
- 2) Ali ibn Nafi' was a famous musician. Write down two of his achievements in music.
- 3) Quote the sentence which indicates that "Ziryab" is the musician who introduced a musical instrument to the west.
- 4) Why was Fatima's learning center significant?
- 5) Who supervised the building of the Andalus Mosque?
- 6) The text states two subjects that made Al-Kindi most famous. Write them down.
- 7) Quote the sentence which states that Al-Kindi has a vast knowledge in many different areas.

Text Three

Whether you're selling, a new type of toothpaste to a chain of pharmacies, the latest computer software to a school or a new kind of package holiday to a travel agency – you need to know How to make a sales pitch. First, do your research. It is essential to know everything about your product. When it was developed, and where it is produced? You also need to know who the target market is – for example, the age group or income of the people who might buy it. Not only that, you should know all about the competition – that is, similar products on the market. Why is your product superior to others and why does it have better value?

In addition, you should know exactly which people you are speaking to, and what their needs are. For example, if they represent a middle-class department store in a humble neighbourhood, be ready to explain why your particular product would suit customers who do not have lots of money. What makes your product perfect for them? Most of all, you need to believe in what you're selling, and the best way to do that is to use it! Second, Prepare and practice : Plan your presentation carefully, not just what you will say, but how you say it, Will you read it word by word, use notes or memorize it? Whatever you decide, it is always a good idea to have a list of your main points, in case something interrupts you, or you simply freeze with nerves (it happens!). Then practise it, if possible in front of colleagues. Make changes and practise it again.

Third, be professional : Keep your presentation short and simple, Start with some friendly comments. For example, thank your hosts for allowing you to speak to them, and compliment their company. Remember to speak slowly and clearly. It is important to appear confident (even if you're nervous!). While you're speaking, don't keep your head down.

1. According to the text, there are several points that should be researched about the product you are selling before making a sales pitch. Mention two of these points.
2. Quote the sentence which indicates the best way for showing your belief in what you are selling.
3. What does the underlined word "It" in the text refer to?
4. The writer mentioned some tips for effective presentation. Write down two of these tips.

5. The writer states one thing that must be avoided while speaking at a presentation. Write it .

Text 4 :

Today, we talk to Mr Ghanem, a businessman based in Amman who often visits China. We asked him when he first started doing business with China.

'I've been doing business with China for many years. My first trip there was in 2004 CE, and it was not very successful.'

Why was it not successful ?

'I worked for a small computer company in Amman. They sent me to China when I was still quite young. If only the company had realised that the Chinese respect age and experience more than youth!'

Did you make any mistakes on that visit?

'Yes! I wish I had researched Chinese culture before I visited the country. In order to be successful in China, you need to earn their respect. Chinese business people will always ask about a company's successes in the past. However, because I worked for a new company, I could not talk about its track record. We did not do any business deals on that first trip.'

When did you learn how to be successful in China?

'I joined a larger company and they sent me on a cultural awareness course. On my next visit to China, it felt as if I hadn't known anything on my first visit!'

Can you tell us about your last meeting in China?

'Of course! I arrived on time. You must not arrive late, as this shows disrespect. Then, when I met the company director, I shook hands with him gently. I began the meeting by making small talk about my interesting experiences in China. During the meeting, I made sure that my voice and body language were calm and controlled. I never told a joke, as this may not be translated correctly or could cause offence.'

Was it a successful meeting?

'Yes, it was. I knew that the director had researched my business thoroughly before the meeting, so I was prepared for his detailed questions. When I began negotiating, I started with the important issues. The Chinese believe in avoiding conflict. It is always important to be patient. I was prepared to compromise, so in the end, the meeting was successful.'

1. There are many things you have to do in order to make a business meeting successful. Write down two of them .
2. Mr Ghanem's next trip to China was successful for two reasons . Write them down.
3. The writer mentioned some reasons that make Mr. Ghanem's first business with China unsuccessful. Write down two reasons.
4. Write down the sentence which indicates that telling jokes during business meeting shows disrespect according to the Chinese culture.
5. When did Mr Ghanem first trip to China?
6. Find a word in the text which means " **discussing something in order to reach an agreement** " .
7. What do the underlined words " **him** " refer to ?