



Module: 2 Unit: 4
Lessons 1-2 (S.B. 34-35)
Vocabulary Exercises

A: Fill in the spaces with words from the list :

(*capacity / Empathy / enhance / interlocutor / block out / adjustment*)

1. My brother works as an in an investment company.
2. During sandstorms, the dust in the atmosphere sunlight.
3. Do you think he has thefor achieving this task?
4.is an essential factor for healthy communication.
5. Do you think that what he achieved willhis role in the society?

B: From a, b, c, and d choose the correct answer :

1. This machine needs a / an to work.
a. empathy b. adjustment c. distraction d. capacity
2. They've madeabout the populations' rate growth recently.
a. assumption b. defensiveness c. capacity d. distraction
3.communication needs a lot of skills.
a. Capacity b. Non-verbal c. Empathy d. Distraction
4. This shop has a good reputation because theytheir products every year.
a. block out b. enhance c. insult d. owe

Set Book Questions

1- In your opinion, what are the characteristics of a good listener?

.....
.....

2- What is the most common communication problem? How can we deal with it?

.....
.....

3- Communication is of great importance. Explain

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.....

4- How do you communicate with your friends?

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.....

5- Empathy is an essential factor for healthy communication. Discuss.

.....
.....

6- There are some steps of effective listening. Explain.

.....
.....



7- Do you think effective communication is an essential component of health relationships?
Why?

8- What is the meaning of 'listening between the lines'?

9- What should people do to have good communication?

10- What are the four barriers to effective communication?

11- There are some factors that cause poor listening skills to develop. Comment.

Module:2 Unit:4
Lesson 3 (W.B. 26-27)
Vocabulary Exercises

Fill in the spaces with the words from the list :

(**chimes / illiteracy / inaccessible / integrate / lifeline / transcribed**)

- I think that achieving peace in the Middle East is
- He is introvert. He seems to find it difficult tosocially.
- I get up when I hear theof the alarm clock.
- Unfortunately,is still a big problem in some Arab countries.
- How were tape recordings of conversation?

Set Book Questions

1. Some people still write traditional letters instead of e-mails. Why?

2- Do you like to write traditional letters? Give reasons?

- I like to write traditional letters because

Or - I don't like to write traditional letters because

3- What is different about the language of a formal letter?



Vocabulary Exercises

A: Fill in the spaces with the words from the list:

(accountant / annual / continent / owe / insult / demands / harshly)

1. I Children don't like people who treat them
2. My father is a / an in a big company.
3. We still \$1000 on our car.
4. Their company'snet-profit for the last three years is quite good.
5. Africa is the poorest in the world.
6. Don't accuse me of something without a proof, it's an.....

B: From a, b, c, and d choose the correct answer :

1- It's the.....festival of Hala February.

a- extensive b- non-verbal c- inaccessible d- annual

2- I really appreciate yourremarks.

a- demand b- flattering c- Chime d- continent

3- Having computer knowledge nowadays is a.....

a- accountant b- continent c-demand d-dive

4- Although he disagrees with me, he is always.....

a- demanded b- continental c- annual d- courteous

Module:2 Unit:4 Lessons 4-5 (S.B. 36-37)

Grammar

1. Definite and indefinite articles

A. Indefinite article (a / an)

Form

a → singular countable nouns and noun phrases which start with a consonant sound.

(book / table / uniform / desk / tree)

- There's **a beautiful bird** in that tree.
- He is wearing **a uniform**.

an → singular countable nouns and noun phrases which start with a vowel sound.

(orange / apple / egg)

- She's **an optician**.
- They've got **an apple tree** in their garden.



Use / Meaning

We use **indefinite** article to refer to:

1. **a person's job :**

She's **a** doctor.

He's **an** engineer.

2. **something or someone for the first time :**

We saw **an** elephant in the zoo.

A policeman stopped me in my car.

3. **a person or thing , but not a special person or thing :**

To write **a** letter, I need **a** piece of paper, **a** pen and **an** envelope.

4. **one (not two or more) of something :**

Her letter was only **a** page long.

He's won **a** million KWD.

B. Definite article (the)

the —————> singular or plural nouns and noun phrases

- **The cakes** in **the bakery** look delicious.

We use (**The**) with:

1. **something or someone we have already mentioned:**

We saw **an elephant** in the zoo. **The elephant** was enormous.

2. **something or someone everyone knows about:**

You can hurt your eyes if you look at **the sun**.

Did you see **the Queen** on TV last night?

3. **superlative expressions:**

She's **the best** teacher who's ever taught me.

He bought **the most expensive** clothes in the shop.

4. **countries which are made up of groups of states or smaller countries:**

the United States / **the** United Arab Emirates / **the** United Kingdom

5. **rivers:**

the Nile / **the** Amazon

6. **seas and oceans:**

the Gulf / **the** Mediterranean sea / **the** Indian ocean / **the** Pacific Ocean

**7. mountain ranges:**

the Alps / the Himalayas

8. groups of islands:

the West Indies / the Philippines

Exercises**A) Add (a , an or nothing) to complete the following:**

1.bicycle is made ofsteel andrubber.
2.shoes are made ofleather.
3.corn grows infield onfarm.
4.table is made ofwood.
5.bird flies in the air.
6.suit is made ofcloth.

B) Add (the) in the spaces if it is needed:

1.Suez Canal is inMiddle East.
2.moon goes roundearth and it goes roundsun.
3. He was educated inCairo University.
4. He traveled toUnited Kingdom.
5. Ali isbest student in the class.
6. What ismatter with you?

C) Add (a , an , the or nothing) to complete the following:

1. I metEnglish boy . He comes fromUnited Kingdom.
2. What'sname of your friend's father?
3.empty bag is worth nothing.
4. He arrivedhour ago fromUnited States of America.
5. She boughtmost expensive car intown.
6. She isvery clever student.



Correlative conjunctions and Subordinating conjunctions

* **Correlative conjunctions** are pairs of conjunctions that work together to coordinate two items

- **both.....and**
- **either.....or**
- **neither.....nor**

- both.....and

This structure is usually balanced in away that the same kind of words or expressions

- She's **both** pretty **and** clever.
- I spoke to **both** the director **and** his secretary.
- He **both** speaks **and** writes in Spanish.
- **Both** Ali **and** Ahmed **are** clever.
- **Both** Khalid **and** Tamer **speak** English.

- either.....or

We use either.....or to talk about a choice between two possibilities

- I don't speak **either** French **or** German.
- You can **either** come with me now **or** go home to study.
- **Either** Faisal **or** the girls **need** to attend the course.

*neither.....nor

This structure is used to join negative ideas

- The play was **neither** well produced **nor** well acted.
- He **neither** slept **nor** went out with his friends.



Exercises

A: Choose the correct answer from a, b, c and d:

-gases and oils can be separated by heating.
a. Neither b. Both c. Either d. None
-Heba or Nagla is going to book the tickets.
a. None b. Either c. Neither d. Both
-Adel nor Ali wrote the composition.
a. Either b. None c. Both d. Neither
- Both Rasha and Maha understood the lesson.
a. has b. is c. have d. was
- Neither Fahd nor Mubarakthe lesson.
a. write b. writes c. are writing d. written

B: Do as shown between brackets:

1. Mother is going for a walk. Father is going for a walk. (Both.....and)

.....

2. The man rescued the boy. He rescued his mother too. (Both.....and)

.....

3. Mother doesn't smoke. Father doesn't smoke. (Neither.....nor)

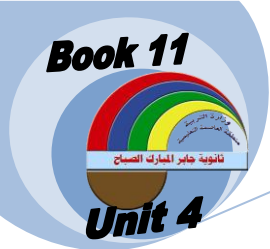
.....

4. Take the camera. Take the radio. (Either.....or)

.....

5. He's both strong and brave. (Negative)

.....



- **Subordinating conjunctions** introduce a dependant clause and indicate the nature of the relationship among the independent clauses and the independent clauses.

Clauses of contrast

- **but**
- **Although**
- **However**
- **In spite of**

- but

* **We were given a long holiday. We had to study for the exams.**

We were given a long holiday, **but** we had to study for the exams.

* **He got up early. He couldn't catch the bus.**

He got up early, **but** he couldn't catch the bus.

- Although

* **It was raining. We went for a walk.**

Although it was raining , we went for a walk.

We went for a walk **although** it was raining.

- However

* **The roads were slippery. He drove his car.**

The roads were slippery. **However**, he drove his car.

The roads were slippery, **however**, he drove his car.

- In spite of → *noun / noun phrase*

* **In spite of the bad conditions**, they didn't cancel the festival.

They didn't cancel the festival **in spite of the bad conditions**.

- **In spite of his cleverness**, he couldn't answer this question.

He couldn't answer this question **in spite of his cleverness**.



Exercises

A: Add but, although, however or in spite of :

- 1- We'd love to stay for dinner,we have got to get going.
- 2- They decided to stay in the area,.....their problems with the local residents.
- 3- There were many peoplethe hotel were not equipped to handle them.
- 4-the rain, we went to the club.
- 5-he was healthy, he doesn't help the poor.
- 6- The children had a lovely day., they arrived home very sunburnt.
- 7-not being able to swim, she survived for almost an hour in the sea.

B: Do as shown between brackets:

1. He is very poor. He is happy. (Although)

2. He walked slowly. He arrived in time. (but)

3. He worked hard. He didn't earn a lot of money. (In spite of)

4. They played well. They didn't win the match. (However)

5. He had graduated. He couldn't find a good job. (Although)

3. Quantity words (*quantity word (noun) + of + uncountable noun*)

We use quantity words to describe uncountable nouns

Quantity words (*bar / grain / item / lump / pane / piece / slice*)

Uncountable nouns (*bread / cake / cheese / chocolate / clothing / advice / glass / information / lemon / news / rice / salt / sugar / toast*)

* **bar** : a substance that has been made into a solid , rectangular shape

(*a bar of chocolate / a bar of soap*)

* **grain** : a very small piece of a hard substance

(*grains of sand*)

- **item** : something which is a part of a list or group of things

(*items of clothing*)

* **lump** : a piece of a solid substance, usually with no particular shape

(*a lump of sugar / a lump of cheese*)

* **pane** : a flat piece of glass, used in a window or door

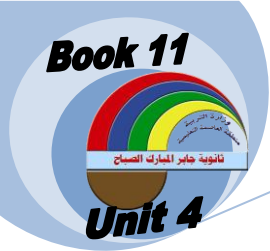
(*a pane of glass*)

* **piece** : a part of something

(*a piece of cloth / cake / shell / chocolate*)

- **slice** : a flat, often thin, pieces of food that has been cut from a larger piece

(*a slice of bread / cake / cucumber / lemon / toast / tomato*)



Exercises

A: Match a quantity word from list A with a word from list B.

A bar / grain / item / lump / pane / piece / slice

B bread / cake / cheese / chocolate / clothing / advice / glass / information
 lemon / news / rice / salt / sugar / toast

Exercises

B: Complete the following sentences with the appropriate quantity expressions.

(bar / grain / item / lump / pane / piece / slice)

1. I want to write a letter. Can you pass me twoof paper?
2. I read an interestingof news about volcanoes in the paper.
3. Can you give me aof advice to study structures?
4. For breakfast Salma usually has twoof toast with butter and honey.
5. I take aof bread to school in case I get hungry.
6. He has to buy aof glass instead of the broken one.

Short responses using so, neither, nor

So + auxiliary verb + subject is used to say that something which is true about one thing or person is also true about another thing or person:

Ex : 'I can speak Spanish.'

So can I. (= I can speak Spanish too)

The negative form is **neither/nor** + auxiliary verb + subject;

Ex : 'Mike didn't win the prize'

Neither/Nor did Bill (= And Bill didn't win it)

If there is no auxiliary verb in the first sentence, (**do / does / did**) is used:

Ex : 'Leo plays tennis.'

'So does Tom.'

Ex : 'We went to the cinema last night.'

So did we.

**A: Fill in the spaces with the words from the list:**

(attestation / doctorate / enclose / extensive / in advance / references)

1. He went to London to get a / anin engineering.
2. There are many kinds ofin the school library
3. He went to the court to declare his.....
4. Please your CV with your letter of application.
5. Good students always prepare their lesson.....

B: From a, b, c, and d choose the correct answer :

- 1- What should I elsein the envelope?
a- deem b- enclose c- owe d- enhance
- 2- You have got a doctorate. But where is the..... ? It's a must.
a- defensiveness b-attestation c- capacity d- chime
- 3- I am writing with to your letter of 15 March.
a- distraction b- empathy c- reference d- insult
- 4- He has got a / anfrom a well-known American university.
a- reference b- doctorate c- empathy d- interlocutor

Module:2 Unit:4 lessons 7+8 S.B. 38-39**Set Book Questions**

- 1- **To get a job, there are some steps we should follow. Discuss.**
- We should fill in an application form. - We should have an interview.
- 2- **A letter of application is different from other types of letters. Explain.**
- It's formal - It starts with "Dear, sir" - It includes personal details
- 3- **Do you think that the interview is essential before you get a job? Justify your answer.**
-I think it is essential because it gives me a chance to introduce myself better.
- It helps the interviewers to understand me better and recognize my skills.
- 4- **An application form should include a lot of information. Explain.**
- It should include the e-mail address - It should include the full name.
- 5- **What qualifications should a person have to get a good job?**
- He should be a good command of English.
- He should have experience.
- He should know how to use computer and internet.
- 6- **Where can people find job advertisements?**
- They can find them on the net and on TV.
- They can find them in newspapers and magazines.



Language Functions

A- Complete the missing parts of the following mini dialogue:-

Interviewer :-

Abdallah :- Thank you. It's good to be here.

Interviewer:-

Abdallah :-Well, my project is famous because it 's the first project specialized in the original sportswear.



B- Complete the missing parts in the following exchanges:

1- A: Explain the reason for choosing this college my brother .

B:.....

2- A:People spend over 75% of their time in interpersonal situations .

B:

3- A: My dear son try to be a good and patient listener .

B:.....

Literature time

The Adventures of Huckleberry Finn - Episode four

Questions

1- Why did the King think it wouldn't be safe to perform the same play?

2- How far do you hate cheating and deceiving people? Explain?

3- What did the king and the duke plan to do after collecting information from the young man?

4- Do you like the character of The King? Why? Why not?

5- What did the king do to get this property?

6- If you were Huckleberry Finn, would you reveal the true identity of the king and the duke? Give reasons.

7- In your opinion, What are the characteristics of the duke and the king ?



Module 2 unit 4 -Vocabulary

A: Choose the right definition for the underlined word in the following sentences:

- 1- The invitations are almost ready; I just need to make a couple of adjustments.
 - a. a single sheet of glass in a window or door
 - b. a printed or written letter or symbol
 - c. a thing that completes or brings to perfection
 - d. a change in the way that someone behaves or thinks

- 2- In the rural areas, illiteracy is widespread.
 - a. inability to read or write
 - b. a printed or written letter or symbol
 - c. a thing that completes or brings to perfection
 - d. a change in the way that someone behaves

- 3- He bought a new window pane for his car.
 - a. a single sheet of glass in a window or door
 - b. a printed or written letter or symbol
 - c. a thing that completes or brings to perfection
 - d. a change in the way that someone behaves

- 4- The area has now been deemed safe.
 - a. to put into written or printed form
 - b. to regard or consider in a specified way
 - c. to learn or develop
 - d. to insert into a document

- 5- Tape recordings of conversations are transcribed by typists and entered into the database.
 - a. to put into written or printed form
 - b. to regard or consider in a specified way
 - c. to learn or develop
 - d. to insert into a document

- 6- He's always making flattering remarks.
 - a. full of praise and compliments
 - b. having many mountains
 - c. of or relating to education
 - d. annoyed, angry

- 7- Body language is a potent form of non-verbal communication.
 - a. full of praise and compliments
 - b. having many mountains
 - c. of or relating to education
 - d. not involving or using words or speech

- 8- I thought she'd been treated rather harshly.
 - a. slowly
 - b. recently; not long time
 - c. cruelly or severely
 - d. lively; high spirited

B: Use the following words in meaningful sentences:

- 1- *accountant*
- 2- *block out*
- 3- *enhance*
- 4- *annual*
- 5- *security*



Composition

"Communicating effectively involves a number of specific strengths, especially listening skills."

In not less than 8 sentences – 80 words including introduction, body and conclusion, write an argumentative report about: "Communication Breakdown"

The following ideas will help you:

- *Poor communication is the root of a large number of personal problems.
- *Effective listening confronted with any kind of communication.
- *Being a good listener helps you to solve many problems.

The plan

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Reading Comprehension

Read the text carefully, then answer the questions below: (35 marks)

One goal of many Americans and Canadians is to move out of a busy urban area such as New York or Toronto. They want to escape from pollution and crime. They're tired of the crowds of people each day on the buses, commuter trains, and subways. Or, if they have cars, **they** would like to avoid the daily traffic jams they get into when going from their homes to their offices and back. These people believe that life would be better in the suburbs or even farther away, in the countryside.

This dream of a better life in another place is not unique to the United States and Canada. However, this dream may take various forms in different parts of the world. In some areas, there is a movement to the countryside; in contrast, millions of people are moving away from **rural** areas in other countries. In other words, in much of the world there is a mass departure from the countryside to the cities. The urban population in most developing countries such as India is increasing very fast.

In 1993, the world population reached 5.5 billion. More than 1 billion of these people lived in cities. It is predicted that by the year 2025, the population of the world will be more than 8 billion. As a result, cities in developing countries will be home to almost 4 billion of these people.

There are many reasons for population growth. Modern medicine and new methods of food production allow adults to live longer and babies not to die soon after birth. In Latin America, where seven out of ten people already live in cities, most future growth will be from this natural increase. But in many other countries, millions of people are moving to **urban** areas to look for work. "In a poor country like India, they don't come looking for the comforts of city living; they come for jobs," says a government official in Delhi. There simply aren't jobs in the countryside. There isn't enough good farmland for large families in rural areas. In addition, farming methods are not always modern which makes farms unsuccessful. These problems are worsening, not getting better, so more and more people are leaving their homes to find a better life in cities.

A- Choose the best answers from a, b, c, or d. (3 marks each)

1-The main idea of the passage is :

- a- Latin America
- c- the crowds of people

- b- The reasons for migration
- d- they are retired.

2-The word **rural** in line 8 means :

- a- crime
- c- commuter trains

- b- pollution
- d- connected with the country, not the town

3-The synonym of the word **urban** is :

- a- Development
- c- Pollution

- b- problem
- d-farmlands

4- In line 3 , "**They** " refers to :

- a- subways.
- c- commuter trains.

- b- Americans and Canadians
- d- New York or Toronto.

B. Answer the following questions about the text: (3 marks each)

5. Name three things that make many people in USA and Canada want to leave big cities?

.....

.....

6. Why are some farms unsuccessful in rural India?

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C. Summary-making.

With reference to the fourth paragraph, answer the following question in four sentences of your own: What are the main causes of population growth?

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Translation

Translate the following into good Arabic:

In 1993, the world population reached 5.5 billion. More than 1 billion of these people lived in cities. It is predicted that by the year 2025, the population of the world will be more than 8 billion. As a result, cities in developing countries will be home to almost 4 billion of these people.

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Translate the following into good English:

1- في رأيك ماهي صفات المستمع الجيد؟

.....

2- توجد قائمة تمدنا ببعض الاقتراحات للاستماع الجيد والمؤثر منها أن لا تحكم قبل أن تفهم.

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