

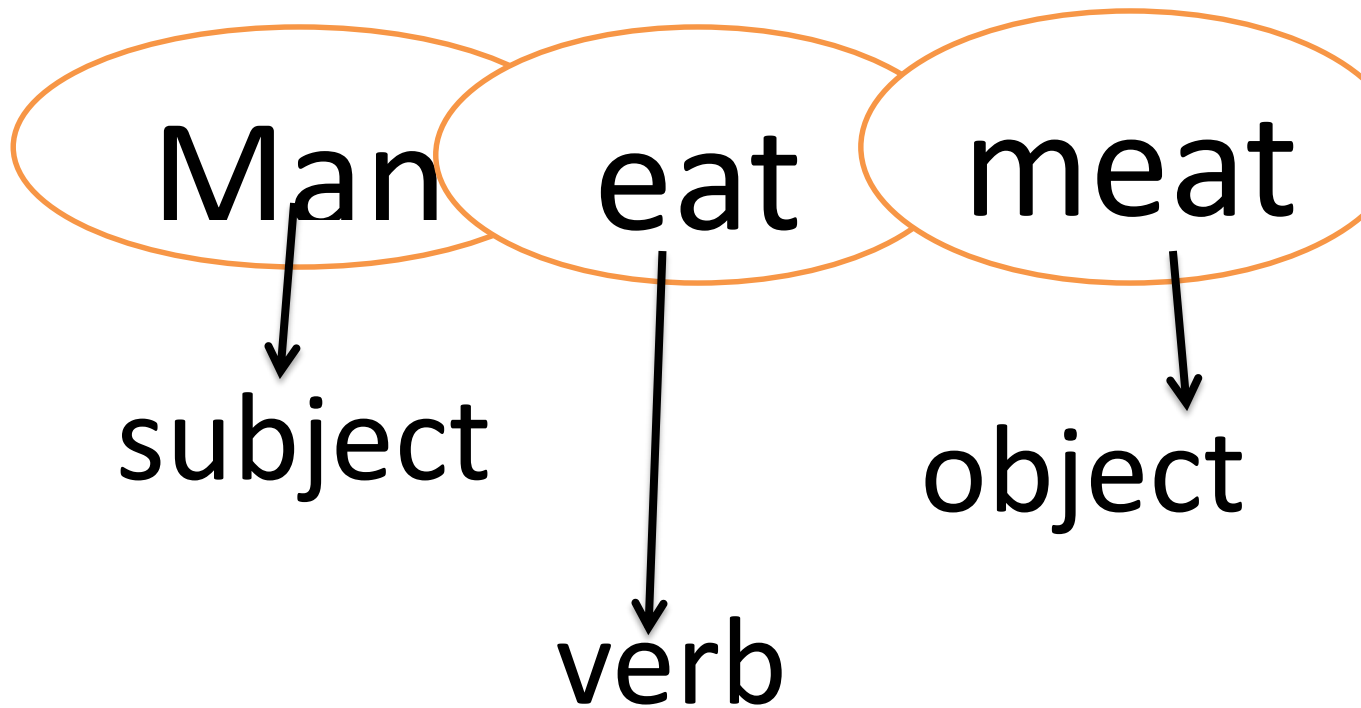
**UNIVERSITY OF TECHNOLOGY**

**ENGLISH LANGUAGE**

## **1- THE SENTENCE**

It all starts with the simple sentence, subject/verb(S/V).

Every sentence in English MUST have a subject and a verb to be grammatically correct.



The sentence:

A group of words that express a complete thought (complete meaning).

### **2. Kinds of Sentences:**

1-Declarative sentence: A sentence that states.

The child is playing in the garden.

2- An interrogative sentence: A sentence that asks.

Is the child playing in the garden?

3-An imperative sentence: A sentence that commands (give order).

Adel , do your homework now.

4- Exclamatory sentence : a sentence that shows a sadden feelings .

What a huge dog that is!

### **3. Parts of Speech:**

It refers to the job that a words does in a sentence, its function or use.

There are nine parts of speech.

Noun , Pronoun, Verb, Adjective, Adverb, Preposition,  
Conjunction,  
interjection

1- Noun: To name a person place, thing, quality .

*Person: **Mr. Garcia** likes to eat spinach.*

*Place: **Mission** is an old town.*

*Thing: To cook you need a couple of **pots**.*

*Quality: **Honesty** is a great value to possess.*

2- pronoun: To substitute for a noun.

He, she ,they ,it you , we.

3- Verb: To express action, or non-action.

run, talk, think.

2- Adjective: To modify the noun and pronoun.

The beautiful woman only wanted a couple of pairs of shoes.

5-Adverb: To modify any verb , adjective, or adverb.

The little girl walked happily through the park.

6- preposition: A word or phrase that shows the relationship between the nouns that it takes as an object and some other word in the sentence.

The cat is under the table.

7- conjunction: to join two words or two groups of words.

You will go to school, or you will fail.

I am happy because I just received my check.

8-Interjection:to display sudden emotions.

Oh!

Bravo!

Well Done!

What luck!

Oh, you really need to take care of yourself.

9. Article: There are only three articles--the, a, an. (Actually, articles are adjectives and not a different part of speech)

The bicycle was not only red but shiny.

A yellow moon always appears in October.

An excellent student, Armando passed all his exams.

**A word is a noun, verb, adjective or other part of speech, depending on its use (function).**

Eg/ Give the part of speech of each word in the in the following:

The beautiful queen was walking slowly on the cool lawn, and she was reading a long book about knights and kings which she enjoyed.

The(article) beautiful(adjective) queen(noun) was(verb) walking(verb) slowly(adverb) on(preposition) the(article) cool(adjective) lawn(noun), and(conjunction) she(pronoun) was(verb) reading(verb)a(article) long(adjective) book(noun) about(preposition) knights(noun) and(conjunction) kings(noun) which(conjunction) she(pronoun) enjoyed(verb)..

#### **4. PUNCTUATION**

The fourteen punctuation marks in English grammar are: the full stop., question mark?, exclamation mark!, comma, semicolon;, colon:, dash-, hyphen-, parentheses{ }, brackets(), apostrophe' and quotation marks”.

Full stop(after a statement), question mark(after a question) and an exclamation mark (after an exclamation) are used at the end of sentences.

#### **A/ The Full Stop (the Largest Pause)**

It is used:

1-to mark the end of assertive or imperative sentence. Ex.  
Honesty is the best policy. Shut the door.

2- after abbreviation and initials; as

M.A Co. Mr. C.L. Gupta

#### **Four Rules for *Irregular* Abbreviations**

1. Abbreviations for government agencies and some other widely used abbreviations again use all capital letters and no periods. [CIA, NAACP,NASA]

2. Abbreviations for metric units of measure customarily use no periods but are lower case. [cc, ml, km]
3. 3. When an abbreviation with a period ends a sentence, the second period is not necessary, but a question mark or exclamation point would follow the period required by the abbreviation. [This is Sam, Jr.
4. (but) Is this Sam, Jr.? ]

### **B/The Question Mark(?)**

This must always be put after direct questions.

### **C/The Note of Exclamation (!)**

It is used to express surprise, Admiration, anger or any other emotion.

What a lovely sunset!

Bravo! Well Done! Oh!

### **D/The Comma (,) (the shortest pause)**

1-It is used to divide sentences or clauses which form part of one main thought.

I told him that, if he wished to gain friends, he must so act, that people could know that he was well-disposed towards them.

2. Use a Comma before a Coordinator

(*and, but, yet, or, nor, for, so*) that links two main clauses

"The optimist thinks that this is the best of all possible worlds, **and** the pessimist knows it." (Robert Oppenheimer)

However, do *not* use a comma before a coordinator that links two words or phrases: "Jack **and** Diane sang **and** danced all night."

### 3. Use a Comma to Separate Items in a Series

Use a comma between words, phrases, or clauses that appear in a series of three or more.

Health is , after all , the most important thing .

### 4. Use a Comma after an Introductory Word Group

Use a comma after a phrase or clause that precedes the subject of the sentence.

*"When you get to the end of your rope, tie a knot and hang on."*

### 5. Use a Pair of Commas to Set Off Interruptions

Use a pair of commas to set off words, phrases, or clauses that interrupt a sentence.

*"Words are, of course, the most powerful drug used by mankind."*

### 6. Use a comma after the day and the year in a date.

Samia's birthday is February 20, 1965.

### 7. Use a comma to separate two or more adjectives that equally modify the same noun.

8. She was having problems with the noisy, disruptive children.

### 9. When quoting, put a comma to the **left** of a quotation mark.

Ali said, "I knew you would win the contest."

### 10. Use a comma after a noun of direct address.

Noor, didn't I ask you to clean your room?

### 11. Use a comma after the greeting in a personal letter.

Dear Mr. Sami,

12. Use a comma after the closing of a letter

Sincerely,

13. Use a comma to indicate where a pause is necessary in order to avoid confusion.

Ahmed came in, in quite a hurry.

After Omar, Ali gets a turn.

14. Use a comma after an appositive. (An appositive is a noun or noun phrase that gives additional information about the noun that it follows.

Ahmed, my brother, is an optician.

15. Use a comma to set off the abbreviation *etc.*

I went to the store to get napkins, plates, cups, forks, etc.

16. Use a comma after interjection, such as *oh* or *well*.

Oh, the test was not that difficult.

### **E/ Semicolon (;)**

1. It is used to divide sentences complete in themselves, when the idea conveyed by the whole is continuous.

Robinson Crusoe lived all alone; he contrived to satisfy his immediate wants by hunting and fishing; he never saw any human being for a very long time, and consequently suffered much from loneliness.

2. Use a semicolon between main clauses linked by a conjunctive adverb (*however, consequently, otherwise, moreover, nevertheless*) : ) or transitional expression (such as *in fact* or *for example*).



“Words rarely express the true meaning; *in fact* they tend to hide it.”

3. Use a semicolon between items in a series when the items themselves contain commas or other marks of punctuation.

Our guest speakers will be Dr. Richard McGrath, professor of economics; Dr. Beth Howells, professor of English; and Dr. John Kraft, professor of psychology.

### **F/ The Colon (:)**

1. It is generally used when the sentence following is a summary or explanation of the preceding one, or before a list of things.

I went to the market and bought the following articles: a dozen eggs, a bottle of soda-water and a kilo of cheese.

2. Use a colon between the title and subtitle of a book.

*Reading Strategies That Work: Teaching Your Students to Become Better Readers* is an excellent resource.

### **Inverted Commas’**

Or quotation marks are used to mark the exact words of the speaker , or a quotation.

She said , ‘I am guilty.’

### **G/ The use of Capital Letters**

1. To begin a sentence  
We know the way.
2. To begin all proper nouns and adjectives formed from them .

Saturday , the Germans , the English language.  
3. To write the pronoun I and the interjection O

## **5. Linking Words**

Linking words help you to connect ideas and sentences, so that people can follow your ideas.

### **Giving examples**

**For example**

**For instance**

**Namely**

### **Adding information**

**And**

**In addition**

**As well as**

**Also**

**Too**

**Furthermore**

**Moreover**

**Apart from**

**In addition to**

**Besides**

### **Summarizing**

**In short**

**In brief**

**In summary**

**To summarize**

**In a nutshell**

**To conclude**

**In conclusion**

### **Sequencing ideas**

**The former, ... the latter**

**Firstly, secondly, finally**

**The first point is**

**Lastly**

**The following**

### **Giving a reason**

**Due to / due to the fact that**

**Owing to / owing to the fact that**

**Because**

**Because of**

**Since**

**As**

### **Giving a result**

**Therefore**

**So**

**Consequently**

**This means that**

**As a result**

### **Contrasting ideas**

**-But**

**-However**

**-Although / even though**

**-Despite / despite the fact that**

**-In spite of / in spite of the fact that**

**-Nevertheless**

**-Nonetheless**

**-While**

**-Whereas**

**-Unlike**

**-In theory... in practice...**

## Adding information

**And**

**In addition**

**As well as**

**Also**

**Too**

**Furthermore**

**Moreover**

**Apart from**

**In addition to**

**Besides**

Ideas are often linked by **and**. In a list, you put a comma between each item, but not before **and**.

**Also** is used to add an extra idea or emphasis

We discussed training, education and budget.

We also spoke of marketing.

You can use **also** with **not only** to give emphasis

We are concerned not only by the costs, but also by the competition.

We don't usually start a sentence with **also**. If you want to start a sentence with a phrase that means also, you can use **In addition**, or **In addition to this...**

**As well as** can be used at the beginning or the middle of a sentence.

As well as the costs we are concerned by the competition.

We are interested in costs as well as the competition.

**Too** goes either at the end of the sentence, or after the subject and means **as well**.

They were surprised too.

I, too, was surprised.

**Apart from** and **besides** are often used to mean **as well as**, or **in addition to**.

Apart from Rover, we are the largest sports car manufacturer.

Besides Rover, we are the largest sports car manufacturer.

**Moreover** and **furthermore** add extra information to the point you are making

Marketing give us an idea of the potential market. Moreover, it tell us about the competition.

### **Summarizing**

**In short**

**In brief**

**In summary**

**To summarize**

**In a nutshell**

**To conclude**

**In conclusion**

We normally use these words at the beginning of the sentence to give a summary of what we have said or written.

### **Giving a reason**

**-Due to / due to the fact that**

**-Owing to / owing to the fact that**

**-Because**

**-Because of**

**-Since**

**-As**

**Due to** and **owing to** must be followed by a noun.

Due to the rise in oil prices, the inflation rate rose by 1.25%.

Owing to the demand, we are unable to supply all items within 2 weeks.

If you want to follow these words with a clause (a subject, verb and object), you must follow the words with **the fact that**.

Due to the fact that oil prices have risen, the inflation rate has gone up by 1.25%.

Owing to the fact that the workers have gone on strike, the company has been unable to fulfill all its orders.

**Because / because of**

**Because of** is followed by a noun.

Because of bad weather, the football match was postponed.

**Because** can be used at the beginning or in the middle of a sentence.

Because it was raining, the match was postponed.

We believe in incentive schemes, because we want our employees to be more productive.

**Since / as**

**Since** and **as** mean **because**.

Since the company is expanding, we need to hire more staff.

As the company is expanding, we need to hire more staff."

Diamonds are used for drilling.

Diamonds are very hard.

You can see through glass.

Glass is used for windows.

In both examples above, the second sentence is a reason for the first one. To show it has a reason, you can join the sentences in one of these ways:

*result*     Diamonds are used for drilling.

because

since

as

*reason*     Diamonds are very hard.

Diamonds are used for drilling because they are very hard.

### **Giving a result**

**Therefore**

**So**

**consequently**

**this means that**

**As a result**

**Therefore, so, consequently** and **as a result** are all used in a similar way.

The company is expanding. Therefore / So / Consequently / As a result, they are taking on extra staff.

**So** is more informal.

Diamonds are used for drilling.

Diamonds are very hard.

You can see through glass.

Glass is used for windows.

### **Contrasting ideas**

**But**

**However**

**Although / even though**

**Despite / despite the fact that**

**In spite of / in spite of the fact that**

**Nevertheless**

**Nonetheless**

**While**

**Whereas**

**Unlike**

**In theory... in practice**

**But** is more informal than **however**. It is not normally used at the beginning of a sentence.

He works hard, but he doesn't earn much.

He works hard. However, he doesn't earn much.

**Although, despite** and **in spite of** introduce an idea of contrast. With these words, you must have two halves of a sentence.

Although it was cold, he went out in shorts.

In spite of the cold, she went out in shorts.

**Despite** and **in spite of** are used in the same way as **due to** and **owing to**. They must be followed by a noun. If you want to follow them with a noun and a verb, you must use **the fact that**.

Despite the fact that the company was doing badly, they took on extra employees.



**Nevertheless** and **nonetheless** mean **in spite of that** or **anyway**.

The sea was cold, but he went swimming nevertheless. (In spite of the fact that it was cold.)

The company is doing well. Nonetheless, they aren't going to expand this year.

**While**, **whereas** and **unlike** are used to show how two things are different from each other.

While my sister has blue eyes, mine are brown.

Taxes have gone up, whereas social security contributions have gone down.

Unlike in the UK, the USA has cheap petrol.

**In theory... in practice...** show an unexpected result.

In theory, teachers should prepare for lessons, but in practice, they often don't have enough time.

## **6. (Comparison) Comparing Things or Talking About Similarities and Differences**

### **Forming Regular Comparatives and Superlatives**

Forming comparatives and superlatives is easy. The form depends on the number of syllables in the original adjective.

#### **One Syllable Adjectives**

Add *-er* for the comparative and *-est* for the superlative. If the adjective has a consonant + single vowel + consonant spelling, the final consonant must be doubled before adding the ending.

#### **Adjective Comparative Superlative**

Tall          Taller          tallest

Fat          Fatter          fattest

## **Adjective Comparative Superlative**

Big	bigger	biggest
Sad	sadder	saddest

## **Two Syllables**

Adjectives with two syllables can form the comparative either by adding *-er* or by preceding the adjective with *more*. These adjectives form the superlative either by adding *-est* or by preceding the adjective with *most*. In many cases, both forms are used, although one usage will be more common than the other. If you are not sure whether a two-syllable adjective can take a comparative or superlative ending, play it safe and use *more* and *most* instead. For adjectives ending in *y*, change the *y* to an *i* before adding the ending.

## **Adjective Comparative Superlative**

Happy	Happier	Happiest
Simple	Simpler	Simplest
Busy	Busier	Busiest
Tilted	more tilted	most tilted
Tangled	more tangled	most tangled

## **Three or More Syllables**

Adjectives with three or more syllables form the comparative by putting *more* in front of the adjective, and the superlative by putting *most* in front.

## **Adjective Comparative Superlative**

important	more important	most important
expensive	more expensive	most expensive

## **Irregular Comparatives and Superlatives**

These very common adjectives have completely irregular comparative and superlative forms.

<b>Adjective</b>	<b>Comparative</b>	<b>Superlative</b>
Good	Better	Best
Bad	Worse	Worst
Little	Less	Least
Much	more	Most
Far	further / farther	furthest / farthest

### Examples

- Today is the **worst** day I've had in a long time.
- You play tennis **better** than I do.
- This is the **least** expensive sweater in the store.
- This sweater is **less** expensive than that one.
- I ran pretty far yesterday, but I ran even **farther** today.

Exercise 6.1
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Complete the sentences using the comparative or superlative form of the word in brackets:

- This is (good).....hamburger I've ever eaten.
- The old chef was (bad).....than the new one.
- This restaurant is (expensive)..... in London. It costs a fortune.
- This is one of the (easy) recipes I know- a child could make it.
- These apples are (sweet) .....than those.
- Jose's mother always finds (cheap)...vegetables in the market than in the supermarket.
- People say small vegetables are (nice) than large ones.
- I think salad is (healthy) than chips.

## Exercise 6.2:

Fill in the gaps. Use the comparative of the word in brackets.

- My house is \_\_\_\_\_ than yours (small)
- Sara is \_\_\_\_\_ than Tom (young)
- Teresa is \_\_\_\_\_ than John (old)
- Chemistry is \_\_\_\_\_ than English (difficult)
- His handwriting is \_\_\_\_\_ than Mabel's (bad)

## 6. Articles

What is an article? Basically, an article is an adjective. Like adjectives, articles modify nouns.

English has two articles: the and a/an. The is used to refer to specific or particular nouns ; a/an is used to modify non-specific or non-particular nouns. We call the the **definite article** and a/an the **indefinite article**.

- the = definite article
- a/an = indefinite article
- For example, if I say, "Let's read the book," I mean a specific book. If I say, "Let's read a book," I mean any book rather than a specific book.
- Here's another way to explain it: The is used to refer to a specific or particular member of a group.

For example, "I just saw the most popular movie of the year." There are many movies, but only one particular movie is the most popular. Therefore, we use the.

- **"A/an"** is used to refer to a non-specific or non-particular member of the group.

For example, "I would like to see a movie." Here, we're not talking about a specific movie. We're talking about any movie. There are many movies, and I want to see any movie. I don't have a specific one in mind.

- Normally, we use **a/an** to refer to something for the first time.

For example, "We went to a museum in Paris. We ate at the museum too".

- **Indefinite Articles: a and an**

- "A" and "an" signal that the noun modified is indefinite, referring to any member of a group. For example:
- "My daughter really wants a dog for Christmas." This refers to any dog. We don't know which dog because we haven't found the dog yet.
- "Somebody call a policeman!" This refers to any policeman. We don't need a specific policeman; we need any policeman who is available.
- "When I was at the zoo, I saw an elephant!" Here, we're talking about a single, non-specific thing, in this case an elephant. There are probably several elephants at the zoo, but there's only one we're talking about here.
- Remember , using a or an depends on the sound that begins the next words . SO...
- a + singular noun beginning with a consonant: a boy; a car; a bike; a zoo; a dog

- an + singular noun beginning with a vowel: an elephant; an egg; an apple; an idiot; an orphan
- a + singular noun beginning with a consonant sound: a user (sounds like 'yoo-zer,' i.e. begins with a consonant 'y' sound, so 'a' is used); a university.
- Remember that this rule also applies when you use acronyms:
- Introductory Composition at Purdue (ICaP) handles first-year writing at the University. Therefore, an ICaP memo generally discusses issues concerning English 106 instructors.
- If the noun is modified by an adjective, the choice between a and an depends on the initial sound of the adjective that immediately follows the article:
- A broken egg
- A n un usual problem
- A European country (sounds like 'yer-o-pi-an,' i.e. begins with consonant /j/ sound)
- Remember, too, that in English, the indefinite articles are used to indicate membership in a group:
- I am a teacher. (I am a member of a large group known as teachers.)
- Brian is an Irish man. (Brian is a member of the people known as Irish.)
- **Definite Article : the**
- The definite article is used before singular and plural nouns when the noun is specific or particular. The signals

that the noun is definite, that it refers to a particular member of a group. For example:

- "The dog that bit me ran a way." Here, we're talking about a specific dog, the dog that bit me.
- "I was happy to see the policeman who saved my cat!" Here, we're talking about a particular policeman.
- Even if we don't know the policeman's name, it's still a particular policeman because it is the one who saved the cat.
- "I saw the elephant at the zoo." Here, we're talking about a specific noun. Probably there is only one elephant at the zoo.

## **7. Countable and Uncountable Nouns**

- The can be used with uncountable nouns, or the article can be omitted entirely.
  - "I love to sail over the water" (some specific body of water) or "I love to sail over water" (any water).
  - "He spilled the milk all over the floor" (some specific milk, perhaps the milk you bought earlier that day) or "He spilled milk all over the floor" (any milk).
- "A/an" can be used only with countable nouns.
  - "I need a bottle of water."
  - "I need a new glass of milk."
- Most of the time, you can't say, "She wants a water," unless you're implying, say, a bottle of water.

## Omission of Articles

- Some common types of nouns that don't take an article are:
- Names of languages and nationalities: Chinese, English, Spanish, Russian
- Names of sports: volleyball, hockey, baseball
- Names of academic subjects: mathematics, biology, history, computer science

### Exercise 7.1:

Fill the blanks with a suitable article , if necessary:

1. I have played .....piano since I was eight years old.
2. Can you identify.....bicycle that was stolen?
3. We read \_\_ book.
4. I am going to visit Mexico and .....United States.
5. Corruption is only one.....problems facing the world.
6. Peter has  aunt in Berlin.
7. ....love is something.....rich can not buy.
8. Puppies are really cute. ....ones which live in....flat below mine are particularly pretty.
9. Who is.....person standing in the hallway?
10. Life in most parts of.....Asian continent remain rural.

### Exercise 7.2:

Select a or an

- I have got  big shirt.
- She has got  orange ribbon.



- I'm  Swedish girl.
- He is  English boy.
- What  old man!
- Give me  pencil, please.
- I can see  yellow car.
- There is  cat.

Exercise 7.3 :
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Choose the correct definite or indefinite article: "the", "a", "an" or "x" (zero article).

- I bought .....pair of shoes.
- I saw .....movie last night.
- They are staying at ..... hotel.
- I think ..... man over there is very unfriendly.
- I do not like ..... basketball.
- That is .....problem I told you about.
- .....night is quiet. Let's take a walk!
- ..... price of gas keeps rising.
- John traveled to ..... Mexico.
- Juan is ..... Spanish.
- I read ..... amazing story yesterday.
- My brother does not eat ..... chicken.
- ..... love is such ..... beautiful thing.
- I live in ..... apartment. .... apartment is new.
- I would like..... piece of cake.

- I was in ..... Japanese restaurant. .... restaurant served good food.
- Sara can play ..... guitar.

## 8. Countable and Uncountable Nouns

Countable Nouns: are things that are counted as one, two, three, and so on.

Uncountable Nouns: cannot be counted.

### Countable Nouns

Countable nouns are easy to recognize. They are things that we can count. For example: “pen”. We can have one, two, three or more pens.

These nouns have singular and plural forms. Before singular countable nouns you can use a/an.

You cannot use singular countable nouns alone without words such as:

a, an, one, my, your, his, etc.

We form plurals of most nouns by adding “s” to the singular noun.

<b>Singular</b>	<b>Plural</b>
<b>one book</b>	<b>two books</b>
<b>one horse</b>	<b>many horses</b>

Note/We form plurals of nouns which end with s,x,z,sh,ch by adding “es ” to the singular noun.

<b>Singular</b>	<b>Plural</b>
<b>Match</b>	<b>Matches</b>
<b>Bus</b>	<b>Buses</b>
<b>Dish</b>	<b>Dishes</b>
<b>Box</b>	<b>Boxes</b>

Note/ Look at these nouns which end with “y”

<b>Singular</b>	<b>Plural</b>
<b>City</b>	<b>Cities</b>
<b>Baby</b>	<b>Babies</b>

<b>Singular</b>	<b>Plural</b>
<b>Boy</b>	<b>Boys</b>
<b>Key</b>	<b>Keys</b>

Note/ Nouns which end with f ,fe

<b>Singular</b>	<b>Plural</b>
<b>Knife</b>	<b>knives</b>
<b>Shelf</b>	<b>shelves</b>

Note / There are irregular cases

<b>Singular</b>	<b>Plural</b>
<b>Man</b>	<b>men</b>
<b>Woman</b>	<b>women</b>
<b>Child</b>	<b>children</b>
<b>Person</b>	<b>people</b>
<b>Foot</b>	<b>feet</b>
<b>Tooth</b>	<b>teeth</b>

<b>Goose</b>	<b>geese</b>
<b>Mouse</b>	<b>mice</b>

Examples:

A dog is an animal.

Dogs are animals.

There is one person here.

There are three people here.

### **Uncountable Nouns**

Uncountable nouns are substances, concepts etc that we cannot divide into separate elements. We cannot “count” them. For example, we cannot count “milk”. We can count “bottles of milk” or “litres of milk”, but we cannot count “milk” itself. Here are some more uncountable nouns:

Music , love, happiness

Advice, information, news

Furniture, luggage

Rice, sugar, butter, water

Electricity, gas, power

Money, currency

We usually treat uncountable nouns as singular. We use a singular verb. For example:

This news is very important.

Your luggage looks heavy.

Note/ We do not use the indefinite article a/an with uncountable nouns. We cannot say “an information” or “a music”. But we can say a something of:

A piece of news.

A bottle of water.

A grain of rice.

### **Nouns that can be Countable and Uncountable**

Sometimes, the same noun can be countable and uncountable, often with a change of meaning.

Countable		Uncountable
There are two hairs in my coffee	Hair	I don't have much hair.
There are two lights in our bedroom.	Light	Close the curtain. There's too much light
Shhhhh I thought I heard a noise. There are so many different noises in the city.	Noise	It's difficult to work when there is too much noise.

### **9. The use of a/an,some,any**

**a / an** + singular countable noun ( a pen, an apple)

**some** + plural countable nouns - positive sentences ( There are **some** cars)

**some** + uncountable nouns - positive sentences ( There is **some** oil)

**any** - we use any in negative sentences and in most questions.(countable and uncountable nouns) I don't have **any** pens. There isn't **any** salt.

Do you have **any** sisters?

## 10. How much – How many

how much - we use with uncountable nouns

how many - we use with countable nouns.

### Exercise 10.1 :

Write c for countable and u for uncountable:

time -  books -  sugar -  
 milk -  pens -  hair -  
 chairs -   
meat -  butter -  pencils -  
 bread -  jam -  friends -  
 fingers -   
flour -  apples -  oil -  
 cars -  salt -  houses -  
 cheese -   
rice -  tea -  games -  
 tomatoes -  cream -  honey -  
 carrots -

### Exercise 10.2:

Choose a, an, some or any

- a) It is  dog.  
b) b) Have you got  friends?  
c) c) I bought  milk.

d) Linda has not got  pets.

e) There is  orange on the table.

f) Tim eats  cheese every day.

g) We don't have  bread.

h) My brother found  money.

i) My sister found  pen.

j) Do you have  eggs?

k) There are  students in the classroom.

l) Is there  pencil on the desk?

### Exercise 10.3:

Choose How much or How many

a)  cheese do you buy?

b)  books are there in your bag?

c)  films did Tom see last week?

d)  money do you spend every week?

e)  friends does Linda have?

f)  sugar do we need?

g)  tomatoes are there in the fridge?



h)  meat are you going to buy?

i)  milk did you drink yesterday?

j)  apples do you see?

## 11. Phrasal Verbs

**What are they...?**

**How do you use them correctly?**

**Phrasal verbs are commonly used in English, so it's important to learn them!**

**A phrasal verb has 2 parts:**

**1) a verb**

**2) and a preposition (at least one)**

**\*often a phrasal verb has a special meaning. Here are some examples:**

**Show up = arrive/come**

**Show off = brag/show how great you are**

**Show around = to familiarize someone with a new place**

**Take off = leave a place**

**Take after = to resemble or look like another person**

**\*Sometimes phrasal verbs have an object. The object simply answers**

**the question: What? Or Who?**

**Examples:**

**Cynthia drops off the children at 8:00 each day.**

**Drop off = phrasal verb . . . WHO does she drop off?**

**The children . . .**

**The children = object**

**\*When a phrasal verb uses an object, the object can usually occur in**

**2 positions:**

**(=this is called a separable phrasal verb)**

**Look at this example:**

**Michael was scheduled to marry Lisa in two days. He should have been excited, but he wasn't. Instead, he felt . . . Very Very VERY Nervous!!!**

**But, a day before the wedding, Michael decided that he had made a**

**BIG mistake! So he called off the wedding!**

**1. He called off the wedding.**

**2. He called the wedding off.**

**3. He called it off.**

So we can say that :

**An object of a separable phrasal verb can appear:**

**1. After the phrasal verb:**

**They turned up the volume.**

**OR . . .**

**2. In the middle of a phrasal verb:**

**They turned the volume up.**

**3. But, if the object is a pronoun it must be in the middle.**

They turned **IT** up.

**Exercise 11.1 :**

What are some other ways to say each sentence below?

1. She tried on her new dress.
2. They called off the games due to rain.

**Exercise 8.2:**

Choose between the three words given to complete the sentences.

1. I have to **take** our new dish-washer  because it doesn't work.(to,back,up)
2. My plane **takes**  in about half an hour.(up.out,off)
3. **Take**  your socks and shoes and come and have a paddle!(of,off,out)
4. Can you **take** the rubbish  to the street for me? (out,back,up)
5. My grandparents **took** us  for dinner and then to the theatre.(out,by,in)
6. I **tore**  my ex-boyfriend's letters and gave them back to him.(out,down,up)
7. When I **think**  on my youth, I wish I had studied harder.(about,forward, (back))
8. I'll have to **think** this job offer  before I make any decisions.(about,over, of)

9. We **threw** our old furniture  when we won the lottery.(away,down,on)
10. Please **turn** your music  while the guests are here.(round,up,down)

## **12. Colorful and Useful English Vocabulary!**

1. as easy as pie means "very easy" (same as "a piece of cake")

**Example:** He said it is a difficult problem, but I don't agree. It seems as easy as pie to me!

2. be sick and tired of means "I hate" (also "can't stand")

**Example:** I'm sick and tired of doing nothing but work. Let's go out tonight and have fun.

3. bend over backwards means "try very hard" (maybe too much!)

**Example:** He bent over backwards to please his new wife, but she never seemed satisfied.

4. bite off more than one can chew means "take responsibility for more than one can manage"

**Example:** John is so far behind in his studies. Besides classes, he plays sports and works at a part-time job. It seems he has bitten off more than he can chew.

5. broke means "to have no money"

**Example:** I have to borrow some money from my Dad. Right now, I'm broke.

6. change one's mind means "decide to do something different from what had been decided earlier"

**Example:** I was planning to work late tonight, but I changed my mind. I'll do extra work on the weekend instead.

7. Cut it out! means "stop doing something bad"

**Example:** That noise is really annoying. Cut it out!

8. drop someone a line means "send a letter or email to someone"

**Example:** It was good to meet you and I hope we can see each other again. Drop me a line when you have time.

9. figure something out means "come to understand a problem"

**Example:** I don't understand how to do this problem. Take a look at it. Maybe you can figure it out.

10. fill in for someone means "do their work while they are away"

**Example:** While I was away from the store, my brother filled in for me.

11. in ages means "for a very long time"

**Example:** Have you seen Joe recently? I haven't seen him in ages.

12. give someone a hand means "help"

**Example:** I want to move this desk to the next room. Can you give me a hand?

13. hit the hay means "go to bed" (also "hit the sack")

**Example:** It's after 12 o'clock. I think it's time to hit the hay.

14. in the black means "the business is making money, it is profitable"

**Example:** Our business is really improving. We've been in the black all year.

15. in the red means "the business is losing money, it is unprofitable"

**Example:** Business is really going poorly these days. We've been in the red for the past three months.

16. in the nick of time means "not too late, but very close!"

**Example:** I got to the drugstore just in the nick of time. It's a good thing, because I really need this medicine!

17. keep one's chin up means "remain brave and keep on trying"

**Example:** I know things have been difficult for you recently, but keep your chin up. It will get better soon.

18. know something like the back of your hand means "know something very, very well"

**Example:** If you get lost, just ask me for directions. I know this part of town like the back of my hand

19. once in a while means "sometimes, not very often"

**Example:** Have you been to the new movie theater? No, only see movies once in a while. I usually stay home and watch TV.

20. sharp means "exactly at a that time"

**Example:** I'll meet you at 9 o'clock sharp. If you're late, we'll be in trouble!

21. sleep on it means "think about something before making a decision"

**Example:** That sounds like a good deal, but I'd like to sleep on it before I give you my final decision.

22. take it easy means "relax"

**Example:** I don't have any special plans for the summer. I think I'll just take it easy.

23. to get the ball rolling means "start something, especially something big"

**Example:** We need to get this project started as soon as possible. I'm hoping you will help me get the ball rolling.

24. up to the minute means "the most recent information"

**Example:** I wish I knew more about what is happening in the capital city. We need more up to the minute news.

25. twenty-four/seven means "every minute of every day, all the time"

**Example:** You can access our web site 24/7. It's very convenient!

26. all of a sudden means "unexpectedly", used to describe something that happens very quickly

**Example:** He had just gone to bed when all of a sudden the phone rang.

27. be all ears means "eager and ready to listen"

**Example:** Go ahead and speak. I'm all ears!

28. be fed up with means "to hate something now, even though I may have liked it before"

**Example:** I'm fed up with my job! I think I should start looking for a new one.

29. to bug means "to bother someone". (American English)

**Example:** Hey, stop tapping your fingers. It's really bugging me!

30. a cinch means something that is very easy to do

**Example:** I didn't think I could run five kilometers, but with the right preparation, it was a cinch.

31. cost an arm and a leg means "very expensive"

**Example:** I'd really like a new car, but they all cost an arm and a leg.

32. to cram means "to study hard a few days before a test"

**Example:** If you had studied hard for the past four months, you wouldn't have to cram so much this weekend.

33. fresh out of something means "to have no more of something"

**Example:** I have to go buy some more milk. It seems we're fresh out now.

34. to get it (often negative) means "to understand"

**Example:** What did the teacher say? I didn't get it. Did you?

35. got a minute? means "Do you have time right now?"

**Example:** Hey, Joe, got a minute? I have something to show you.

36. give someone a hand means "help someone"

**Example:** Could you give me a hand moving this table? It's quite heavy.

37. grab a bite to eat means "quickly go get something to eat"

**Example:** I'm going to go grab a bite. I'll be back in a few minutes.

38. drive someone up a wall (or "drive someone crazy") means "to make someone very angry"

**Example:** My neighbor practices the piano every night, but he's terrible. It's driving me up the wall!

39. to hang on means "to wait"

**Example:** Hang on a few minutes. I have to make a phone call and then I'll be able to join you for lunch.

40. hard headed means "stubborn" or "unwilling to change an opinion or idea"

**Example:** I can't work with Joe any more. He's so hard headed!

41. have a change of heart means "change a previous decision"

**Example:** I thought I would change jobs, but now that my boss is treating me with more respect, I've had a change of heart.

42. have mixed feelings about something means "to be uncertain"

**Example:** I have mixed feelings about Joe. He's a very good teacher, but he has a very strange sense of humor!

43. head out for means "to start on a long trip" (but it could be within a big city)

**Example:** We're heading out for the countryside to pick some apples. Would you like to join us?

44. How come? means "Why?"

**Example:** How come we don't go to the movies anymore? I guess we're too busy to enjoy ourselves these days.

45. keep in touch (or "stay in touch") means "do not stop communicating - send letters or call sometimes"

**Example:** Don't forget to keep in touch. I want to know how you're doing while you're away.

46. be kidding means "to joke or tease someone in a playful way"

**Example:** No, I don't really have three wives - I was just kidding!

47. look down on means "think someone or something is not good enough"

**Example:** We shouldn't look down on people just because they don't have as much money as we do.

48. make ends meet (often used negatively) means "to have enough money to buy everything we need"

**Example:** Even though I make more money than last year, we just can't seem to make ends meet.

49. miss the boat means "to miss an opportunity"

**Example:** The sale ends today at noon. If we don't hurry, we're going to miss the boat!

50. next to nothing means "to cost very little"

**Example:** I went to the new discount store and bought these new shoes for only five dollars. That's next to nothing!



## 13. TRANSLATION

الترجمة فن رفيع له أهله , والمترجم بمثابة المايسترو الذي يوائم بين الألحان والنغمات , وكى يكون المترجم فناناً لابد أن يتقن اللغة التي نترجم منها وإليها , ونحن في هذا العدد نحاول جاهدين حتى نصل بكم إلى أن تكونوا مترجمين.

فاسمحوا لي أن أطلق عليكم لقب المترجم أو المترجمة , وليس الطالب أو الطالبة

أولاً :- ما هي الترجمة ؟

الترجمة هي عبارة عن تحويل كلمة أو جملة أو نص من لغة إلى لغة أخرى. لذلك فاللغة بالنسبة لعلم الترجمة نوعان:-

(- Source Language (1) اللغة التي نترجم منها)

(- Target Language (2) اللغة التي نترجم إليها)

أخطاء قد يقع فيها المترجم:-

1. التسرع أثناء الترجمة مما يؤدي إلى الترجمة العشوائية.

2. عدم التمسك بالبناء اللغوي السليم للجملة أثناء الترجمة.

3. الترجمة الحرفية وليس ترجمة المعنى.

سنعرض عليكم بعض المشكلات التي قد تواجه المترجم والخطوات التي قد تعينك على حلها.

المشكلة (1) : الترجمة الحرفية بعيداً عن السياق (المعنى )

( He eats beans. -1 فول)

( He doesn't know any beans about computer. -2 معلومات)

إذا استخدمنا الترجمة الحرفية في الجملة الثانية فهذا خطأ لأن كلمة beans معناها (معلومات) وليس (فول).

لذلك :- تعتمد الترجمة على المعنى حتى يفهم مجمل الكلام.

وتذكروا : تكمن صعوبة الترجمة في صحة البناء اللغوي للجملة المعطاة في النص المراد ترجمته.

كيف ؟

(1) التمكن من قواعد اللغة التي درستها والتي تمكنتك من البناء السليم للجملة:-  
(لقد حققت مصر إنجازات عظيمة خلال العشرون سنة الأخيرة)

1. فاعل للمصر ↓ مين اللي حققت

2. فعل للمحققت ↓ عملت إيه

3. مفعول للإنجازات عظيمة ↓ حققت إيه

4. خلال العشرون سنة الأخيرة (ظرف للمتى)

خلي بالك

لقد تترجم have + p.p

has

- Egypt has achieved (made) great achievements during the last  
twenty years.

المشكلة (2) : مراعاة الزمن الصحيح والمناسب للنص المراد ترجمته.  
لقد نجحت مصر في جمع شمل القادة العرب وسيكون لهذا أثراً طيباً على عملية  
السلام.

- Egypt has succeeded in closing the ranks of the Arab leaders  
and this will have a great effect of the peace process.

احذر تترجم هيك

فما زلنا نعاني من مشكلة البطالة

- Still suffer from problem unemployment.

ولكن تترجم هكذا

o We are still suffering from the problem of unemployment.

المشكلة (3) : ترجمة V.To.Be

-ترجع مشكلة ترجمة V.To.Be إلى إهمال اللغة العربية لهذا الفعل في الترجمة.

(1) الطالب كسول

فالفاعل الطالب ولا يوجد فعل وهذا الفعل في اللغة الإنجليزية هو V.To.Be

- The student is lazy.

المشكلة (4) : ترجمة V.To.Have

لدينا الكثير من الموارد الطبيعية/المثلاً

- We have a lot of natural resources.

المشكلة (5) : ترجمة المفعول المطلق

لا يوجد ترجمة للمفعول المطلق ولكن نستخدم ظرف أو جملة ظرفية تدل على المفعول المطلق أو معناه.

تهتم الدولة بالتعليم إهتماماً كبيراً

- The state is greatly interested in education.

تطورت تطوراً كبيراً Developed greatly

يعامل معاملة حسنة Treat well

يؤثر تأثيراً سلبياً Affect badly

تحسنت تحسناً تدريجياً Improved gradually

المشكلة (6) : الصفة قبل الموصوف

إنه ولد كسول

- He is a lazy boy.

المشكلة (7) : كيف نترجم نص مكتوب بلغة المبني للمجهول.

إذا كان النص المراد ترجمته بلغة المبني للمجهول لـالفضل استخدام اللغة المعلومة.

-قام جراح مشهور بإجراء العملية الجراحية.

-لقد أجرى العملية الجراحية جراح مشهور.

- The operation was performed by a well known surgeon.

المشكلة (8) : بين المضاف والمضاف إليه ضع الحرف الجر of

-وزير التعليم.

- Ministry of education.

-مشكلة التلوث.

- The problem of pollution.

أحياناً : نبدأ بالمضاف إليه ثم المضاف دون وضع of

The value of money -قيمة المال

Living standard -مستوى المعيشة

The standard of living -مستوى المعيشة

المشكلة (9) :

مراعاة حفظ كثير من Phrasal verbs وهي الأفعال التي يأتي بعدها حرف جر.  
- الطالب خائف من الأسد.

Afraid of

ولكن هناك أفعال ليس لها حرف جر في اللغة الإنجليزية وتترجم بحرف جر في اللغة العربية.

- هو يلتحق بالمرحلة الثانوية

- He joins secondary stage.

مثل

Affect يؤثر على Fear يخشى أن

Owe يدين بـ Express يعبر عن

Include يشتمل على Join يلتحق بـ

Sacrifice يضحي بـ Reach يصل إلى

Need يحتاج إلى Enjoy يستمتع بـ

Feel يشعر بـ Obtain يحصل على

Seek يسعى إلى Maintain يحافظ على

Recognise يتعرف على Arrest يقبض على

المشكلة (10) : ترجمة الأرقام

حلها من 1 4 لاهجائياً

غير كده نكتب أرقام

-لقى ستة أشخاص مصرعهم فيما أصيب اثنا عشر آخرون.

- Six people were killed and 12 were injured.

المشكلة (11) : ترجمة كلمة Only

حلها تترجم only حسب المعنى الذي يمليه السياق.

- Only five students attended the lecture.

-لم يحضر المحاضرة سوى خمسة طلاب.

-لم يحضر المحاضرة إلا خمسة طلاب.

-حضر المحاضرة خمسة طلاب (فقط – فحسب).

عند الترجمة من اللغة العربية إلى اللغة الإنجليزية

-1 تبدأ الجملة بالفاعل في اللغة الإنجليزية.

-يأتي السياح إلى مصر.

- Tourists come to Egypt.  
2- إذا وجدت كلمة لا تجد لها مرادف في اللغة الإنجليزية فابحث عن معناها في اللغة العربية ثم ترجمها إلى اللغة الإنجليزية.

Praise يشيد – يمدح  
Fatal consequences عواقب وخيمة (نتائج مميتة)  
Difficult عويصة – صعبة  
Render a service يسدي خدمة – يقدم

عند الترجمة من اللغة الإنجليزية إلى اللغة العربية:  
1. أقرأ القطعة بعناية لترى عن أي موضوع تدور القطعة.  
2. ضع خط تحت الكلمات الصعبة.  
3. حاول تخمين معنى الكلمات الصعبة.  
4. قم بالترجمة.  
5. إقرأ الترجمة العربية التي قمت بها لترى ما إذا كانت تعطي نفس المعنى الموجود في اللغة الإنجليزية.  
6. إقرأ الترجمة مرة أخرى للتأكد من أنها مكتوبة بأسلوب عربي خالي من الأخطاء.

لا بد من تذكر هذه الكلمات عند الترجمة

Didn't + المصدر لم  
Don't + المصدر لا  
Doesn't + المصدر لا  
May + المصدر قد  
Have – has + p.p لقد  
Will not لن  
Man إنسان