_____

The sentence composition in english (Forming sentence) :-

في اللغة العربية يوجد نوعين من الجمل، الجملة الاسمية والجملة الفعلية

في حين في اللغة الانكليزية يوجد نوع واحد فقط . وتتالف الجملة من.

Subject	+ verb	+ object
فاعل	فعل	مفعول به

Subject: A person, animal, place, thing, or concept that does an action. Determine the subject in a sentence by asking the question "Who or what?"

Ahmed reads many books.

Verb: Expresses what the person, animal, place, thing, or concept does. Determine the verb in a sentence by asking the question "What was the action or what happened?"

He reads many books.

Object: A person, animal, place, thing, or concept that receives the action. Determine the object in a sentence by asking the question "The subject did what?" or "To whom?/For whom?"

He reads many books.

ملاحظة :-

- ليس بالضرورة أن يأتي Object مفعول به أو اسم مجرور، بل يمكن أن يأتي أيضا صفة أو ظرق.

مثل

He is clever.

The school is there.

- إذا كان الفاعل هو He ، هي She ، غير عاقل It : اسم مفرد . يضاف لآخر الفعل الحرف
(S) مع الأخذ بعين الاعتبار قواعد إضافة الحرف S .

المقصود بغير العاقل الحيوانات والجمادات.

مثل

He eats apple every day.

She drinks water with lunch.

- دائما تبداء الجملة بحرف كبير وتوضع في نهاية الجملة نقطة ، فارزة ، علامة أستفهام أو
علامة تعجب حسب نوع الجملة.

والجملة كاملة المعنى التي لا تحتاج إلى جملة اخرى أو فقرة اخرى تسمى Independent
clause أي فقرة أو بند أو جملة كاملة الفكرة والمعنى مثلل.

He reads many books.

والجملة غير كاملة المعنى والتي تحتاج إلى جملة اخرى أوفقرة اخرى تسمى Dependent
clause مثل.

Because he reads many books,…

أمثلة توضيحية على ما تم شرحة سابقا.

A new sentence begins with a capital letter.

o **H**e obtained his degree last year.

A sentence ends with punctuation (a period, a question mark, or an
exclamation point).

o He obtained his degree last year**.**

A sentence contains a subject that is only given once.

- o ~~(Ahmed)~~ He obtained his degree last year.

A sentence contains a verb or a verb phrase.

- o He **obtained** his degree last year.

A sentence follows Subject + Verb + Object word order.

- **He** (subject) **obtained** (verb) **his degree** (object) .

A sentence must have a complete idea that stands alone. This is also called an independent clause.

- **He obtained his degree.**

Types of sentences أنواع الجمل

1) Simple Sentences

A simple sentence contains a subject and a verb, and it may also have an object and modifiers. However, it contains only one independent clause.

For examples:

- She completed her literature review.
- They studied English grammar for many hours.

2) Compound Sentences

A compound sentence contains at least two independent clauses. These two independent clauses can be combined with a comma and a coordinating conjunction or with a semicolon.

For examples:

- She completed her literature review, and she created her reference list.

- He organized his sources by theme; then, he updated his reference list.

- They studied English grammar for many hours, but they realized there was still much to learn.

3) Complex Sentences

A complex sentence contains at least one independent clause and at least one dependent clause. Dependent clauses can refer to the subject (who, which) the sequence/time (since, while), or the causal elements (because, if) of the independent clause.

If a sentence begins with a dependent clause, note the comma after this clause. If, on the other hand, the sentence begins with an independent clause, there is not a comma separating the two clauses.

For examples:

- Although she completed her literature review, she still needed to work on her methods section.

Note the comma in this sentence because it begins with a dependent clause.

- Because he organized his sources by theme, it was easier for his readers to follow.

Note the comma in this sentence because it begins with a dependent clause.

They studied English grammar for many hours as they were so interesting.

Note that there is no comma in this sentence because it begins with an independent clause.

4) Compound-Complex Sentences

Sentence types can also be combined. A compound-complex sentence contains at least two independent clauses and at least one dependent clause.

For example:

- She completed her literature review, but she still needs to work on her methods section even though she finished her methods course last semester.

_____

Conjunctions حروف العطف -:

تستخدم حروف العطف في اللغة الإنجليزية دائماً للوصل بين جملتين مختلفتين، تعبّر هاتان الجملتان عن فكرتين مترابطتين ولذلك نستطيع جمعهم في جملة واحدة طويلة (جملة مركبة) Compound sentence

يمكنك تذكّر حروف العطف في اللغة الإنجليزية عن طريق الاختصار (**FANBOYS**) على الشكل التالي:

For ،And ،Nor ،But ،Or ،Yet ،So

For (لأنّ) :-

تستخدم هذه الأداة لإظهار السبب أو الغاية من شيءٍ ما، على سبيل المثال:

I go to the library, **for** I love to read.

ملاحظة:- لا تنسَ أنّ لـ "for" استخدام آخر كحرف جر بعيداً عن استخدامها كأداة عطف.

Is this gift for me or someone else?

And (و) :-

تستخدم هذه الأداة في اللغة الإنجليزية بشكلٍ مشابهٍ لاستخدامها في اللغة العربية؛ لربط فكرتين أو أكثر مع بعضها.

The president arrived **and** gave an hour-long speech.

لكن إذا أردت أن تذكر أكثر من حدثين أو شيئين، استخدم الفاصلة بين هذه الأشياء وضع كلمة (and) قبل آخر شيء أو حدث ذكرته كما في المثال التالي:

I wasted so much time, energy, **and** money on that trip.

Nor (ولا) :-

تستخدم هذه الأداة للربط بين شيئين منفيين على العكس من (and) والتي تستخدم للربط بين شيئين مُثبتين. وغالباً ما ترافق إحدى الكلمتين التاليتين : (not) أو الكلمة (neither).

He did **not** return my calls, **nor** did he respond to any of my texts

But (لكن) :-

تستخدم هذه الأداة العاطفة لإظهار التباين أو الاستثناء بين شيئين مختلفين.

Michael likes soup, **but** sometimes he orders something different.

My brother doesn't like to cook, **but** he does it anyway.

Or (أو) :-

تستخدم هذه الأداة لعرض الخيار بين شيئين تماماً مثل استخدامها باللغة العربية.

Do you like chocolate **or** vanilla better?

Yet (مع ذلك) :-

تتشابه هذه الأداة مع الأداة سابقة الذكر but.

He had been crying all day, yet the man made him laugh.

The sauce was sweet **yet** had a spicy flavor to it.

So (لذلك) :-

يمكنك استخدام كلمة الربط هذه عندما ترغب في التعبير عن علاقة تعتمد على السبب والنتيجة. يتبع هذه الأداة جملة تكون نتيجة للجملة التي تسبقها كما في المثال التالي:

It was the week before Christmas, **so** the mall was unusually hectic

Prepositions حروف الجر -:

1) prepositions of Date and time أحرف الجر للزمان

في اللغة الإنجليزية هناك فقط ثلاثة أحرف الجر للزمان (prepositions of Date and time)

و هي(at/on/in) تأتي وراء كلمات تدل على الزمن كما في الأمثلة التالية.

I always go to school at 7:00 in the morning.

The first World War broke out in 1914.

In Iraq, we don't go to school on Friday.

حرف الجر at نستعمله مع الساعات المحددة و أيام العطلة.

I wake up at 7:00 every morning.
We will have an exam at 3:30 pm tomorrow.
The children seem happy at Christmas.
You should visit us at Thanksgiving.

حرف جر on نستعمله مع الأيام و التواريخ.

We study English on Monday.
My friends will visit me on Saturday.
My birthday is on the 15th of January.
The exam will be on the 20th of June, 2020.

حرف جر in نستعمله مع الشهور و السنوات و فصول السنة

I will travel to London in August.
The final exams will be in July.
Shakespeare was born in 1564.
The first world was started in 1914.
We always go the beach in summer.
It always snows in winter.

We talk about years like this:

Before the year 2000

1492: fourteen ninety-two
1801: eighteen oh one
1908: nineteen oh eight

After the year 2000

2000: two thousand
2003: two thousand and three or twenty oh three
2012: two thousand and twelve or twenty twelve

Exercise: Prepositions of Time (At / On / In)

1.   The train leaves the station _____ 7:00 o'clock every morning.

2.   We usually take the bus to work _____ the morning.

3.   My friends and I go camping in the mountains _____ summer.

4.   My birthday is _____ the 15th of January.

5.   Najib Mahfud died _____ 2006 in Egypt.

6.   The final exams will take place _____ July.

7.   The movie will start _____ 9:00 pm.

8.   The Titanic ship sank _____ 1912.

9.   My father watches television _____ the morning every day.

10.   We usually start work _____ night.

2) prepositions of place أحرف الجر للمكان

بعض حروف الجر الإنجليزية الخاصة بالمكان

1) **In** (في) ، ويستخدم مع البلدان، المدن، الشوارع، الأبنية والغرف. أي شيء يمكن التواجد بداخله.

I live **in** Baghdad.

I left my cellphone **in** the kitchen.

2) **At** (عند) ، عندما تتواجد في مكان لتقوم بشيء اعتيادي، وعند حضور حدث ما.

I am **at** the mall's door.

Sorry, talk to you later I'm **at** work.

I saw him **at** the party last night.

3) **On** (على)

Ali watches football **on** TV every Saturday.

He arrives **on** time.

4- **By** حرف جر ومعناه)بجانب، بالقرب ، عبر ، بواسطة ، الخ ...(ويستخدم مع وسائط النقل مثل:

By air (plane), by boat, by bus, by car, by land, by rail, by sea, by taxi, and by train.

_____

النفي Negation

عند النفي نستخدم كلمات النفي (Negative words) وهي التي تقوم بنفي الجملة المثبتة , ومن أهمها مايلي :-

Neither, never, no, nobody, none, no one, nor, not , nothing, nowhere.

النفي باستخدام not :-

تعتبر not أهم هذه الكلمات واكثرها شيوعاً حيث انها تستخدم مع كل الافعال وفي كل الازمنة , وهي موضوعنا لهذا الدرس. طرق استخدام not.

1 – اذا احتوت الجملة على فعل مساعد Auxiliary verb أو فعل ناقص Modal verb , فعند النفي توضع not بعد الفعل المساعد لتصبح الجملة منفية , وكما في الامثلة التالية :

Ali is coming.   Ali is not coming.

والافعال المساعدة والناقصة هي :-

Be, can, could, dare, do, have, may, might, must, need, ought, shall, should, will, would.

2 – اذا كانت الجملة خالية من الافعال المساعدة , أنظر إلى الفعل الرئيسي في الجملة فاذا كان مضارع ومنتهي بـ (s) الشخص الثالث , ضع (does not) قبل الفعل واحذف الـ (s) من الفعل , كما في المثال التالي :

He speaks English very well.   He does not speak English very well.

3 – اما اذا كان الفعل مضارعاً وغير منتهي بـ (s) الشخص الثالث , ضع (do not) قبل الفعل , واترك الفعل كما هو , وكما في المثال التالي :

They live in Yemen.   They do not live in Yemen.

4 – واذا كان الفعل الرئيسي في الجملة ماضياً , ضع (did not) قبل الفعل , وحول الفعل الماضي الى مضارع (مصدر) وكما في المثال التالي :

Ali wrote a letter.   Ali did not write a letter.

عندما يكون (have) فعل رئيسي في الجملة :

1 – اذا كان (have) هو الفعل الرئيسي في الجملة , فعند النفي نضع (do not) قبل الفعل وكما في المثال التالي :

I have a book.   I do not have a book.

2 – اذا كان has هو الفعل الرئيسي في الجملة , فعند النفي نضع (does not) قبل الفعل و نحول has إلى have وكما في المثال التالي :

The organization has a good track record.

The organization does not have a good track record.

3 – اذا كان had هو الفعل الرئيسي في الجملة , فعند النفي نضع did not قبل الفعل ونحول had الى have وكما في المثال التالي :

I had a letter from Ali.   I did not have a letter from Ali.

<u>ملاحظات حول استخدام not</u> -:

1 – يختلف معنى الجملة بأختلاف موضع not في الجملة , فعلى سبيل المثال أنظر إلى هذه الجملتين :

1- Ali tried not to smile.

2- Ali did not try to smile.

حيث أن علي في الجملة الاولى حاول أن يتجنب الابتسامة. أما في الجملة الثانية فأنه لم يحاول قط أن يبتسم.

2 – وفي اللغة الانجليزية غير الرسمية غالباً ما تستخدم not بشكلها المختصر n't مع الافعال المساعدة حيث يتم لصقها أو دمجها في نهاية الفعل المساعد , وكما في الامثلة التالية :

Ahmed isn't really my uncle at all.

He doesn't believe in anything.

I haven't heard from her recently.

3 – وهنا لابد ان تلاحظ بعض اشكال المختصرات , فمثلاً تكتب cannot هكذا ولكنها عندما تختصر فانها تكتب بهذا الشكل can't , وتكتب shall not وتختصر بهذه الطريقة shan't , ونفس الشيء ينطبق على will not فأنها تختصر بهذا الشكل won't ... الخ.

4 – لايجوز اختصار الفعل مع الفاعل واختصار not في نفس الوقت , بمعنى انك تستطيع مثلاً ان تختصر she is not إلى she isn't أو she's not ولكن لايجوز اختصارها بهذا الشكل اطلاقا she'sn't.

5 – كذلك يجب ان تلاحظ انه لا يجوز اطلاقاً اختصار not مع الضمير am , حيث انها تكتب كاملة في كل حال من الاحوال , وكما في المثال التالي :

I'm not excited.

6 – ومن الامور الشائعة ايضاً استخدام very بكثرة مع not عند النفي , وكما في الامثلة التالية :

His attitude is not very logical.

He wasn't very good actor.

7 – كذلك يمكن ان ينفى السؤال بـ not وكما في الامثلة التالية :

Isn't that Ali's brother?

Aren't you bored?

Why didn't you ask Ahmed?

8 – كذلك يمكننا أيضًا عمل معاني منفية باستخدام البادئات prefixes (de, dis, un) واللواحق suffixes (less) :

This new printer is useless; it's always breaking down.

How to formulate the question كيفية صياغة السؤال

حيث يتم صياغة السؤال بطريقتين :-

1 - السؤال بفعل مساعد Auxiliary verbs أو السؤال بأفعال ناقصة Modal verbs .

شكل السؤال :

الفعل المساعد + الفاعل + تكملة الجملة ...... ؟

مثال

Are you happy?

Do you have a car?

ويكون الجواب علي السؤال بالفعل المساعد بـ yes or no.

Is it raining?
Answer
Yes , it is.
Or
No , it is not.

Can you open the door?
Answer
Yes , I can.
Or
No , I can not.

2 - السؤال بأداة الاستفهام.

وأدوات الاستفهام هي :

Where, when, why, what, which, who, whom, whose, how, how many, how much, how long, how old, and how far.

شكل السؤال :

أداة الاستفهام + الفعل + الفاعل .... ؟

ويكون الجواب بجملة خبرية.

Examples :

Who are you?
Answer
I am Ahmed.

- Where are you ?
I am outside.

-Whose car is this ?
it is Ahmed's car.

- How can I go to the post office?
It is next to the bank.

- Why are you late ?
I missed the bus.

الافعال Verbs

تنقسم الافعال في اللغة الانكليزية إلى قسمين، الافعال القياسية Regular Verbs والافعال الغير قياسية (الشاذة) Irregular Verbs .

1) الافعال القياسية Regular Verbs -:

Most verbs in English are regular. Regular verbs add -ing to the base form to make the -ing form, and -ed to the base form to make the past simple and the past participle.

إذا كان الفعل ينتهي بحرف e يضاف له حرف d لتحويل الفعل من شكله الأساسي إلى الماضي. أما إذا كان الفعل ينتهي Y فسنغير الحرف الأخير إلى I ثم نُضيف ed .

ما إذا كان الفعل ينتهي Y وكان حرف Y يسبقه حرف عله (A-E-I-O-U) ، فهنا يتم إضافة ed للفعل الأساسي دون تغير حرف Y لتحويل الفعل إلى زمن الماضي.

Base form	Ing form	Past simple	Past participle
Look	looking	looked	looked
Listen	listening	listened	listened
Work	working	worked	worked
Move	moving	moved	moved
Study	studying	studied	studied

Base form	Ing form	Past simple	Past participle
Hurry	hurrying	hurried	hurried
Play	playing	played	played

Base forms which end in vowel + single consonant

If the base form ends in a vowel followed by a single consonant and if the last syllable is stressed, then the consonant is doubled. If the last syllable is not stressed, then the consonant is not doubled. (Stressed syllables are underlined in the table).

Base form	Ing form	Past simple	Past participle
Com<u>mit</u>	committing	committed	committed
Pre<u>fer</u>	preferring	preferred	preferred
<u>V</u>isit	visiting	visited	visited

Vowel + L

The consonant is doubled if the base form ends in a vowel + L , whether the last syllable is stressed or not.

Base form	Ing form	Past simple	Past participle
<u>Tra</u>vel	travelling	travelled	travelled
Con<u>trol</u>	controlling	controlled	controlled

2) الافعال الغير قياسية (الشاذة) **Irregular Verbs** :-

الأفعال الغير قياسية في اللغة الإنجليزية، هي الأفعال التي لا تنتهي ed ولكن تصريفها يكون شاذ عن القاعدة المعتاد عليها بالأفعال القياسية، ومن ثم يجب حفظها كما هي.

ولذلك سنقدم إليكم طريقة سهلة لتعلم الأفعال الشاذة، من خلال تقسيمها إلى أربع أقسام أو مجموعات حتى يساعدنا على تذكرها بكل سهولة.

- **المجموعة الثابتة The Constant Group**

وفى هذه المجموعة يكون شكل الفعل ثابت سواء بشكله الأساسي او في الماضي أو في التصريف الثالث.

Infinitive	Meaning	Past simple	Past participle
Bet	يراهن	bet	bet
Bust	يخفق	bust	bust
Cast	يصب	cast	cast
Cost	يقدر	cost	cost
Cut	يقطع	cut	cut
Forecast	تكهن بحالة الجو	forecast	forecast
Hit	يضرب	hit	hit
Hurt	يؤلم	hurt	hurt
Let	يسمح	let	let
Put	يضع	put	put
Quit	استقال	quit	quit
Read	يقرأ	read	read
Rid	تخلص	rid	rid
Shut	يغلق	shut	shut
Split	يفصل	split	split

For exampl:-

A knife is an instrument to **cut** with.

The electrician **cut** the wire yesterday.

She has **cut** the cake.

- **مجموعة الماضي المشترك The Common past**

وفى هذه المجموعة يكون شكل الفعل في التصريف الثاني (الماضي البسيط) وفى التصريف الثالث متماثلين، ولكن الشكل الأساسي يختلف عنهما.

Infinitive	Meaning	Past simple	Past participle
Send	يرسل	Sent	Sent
Make	يصنع	made	made
Pay	يدفع	paid	paid
Say	يقول	said	said
Think	يفكر ـ يعتقد	thought	thought
Stand	يقف	stood	stood
Buy	يشترى	bought	bought
Tell	يخبر	told	told
Bring	يجلب	brought	brought
Lose	يفقد ـ يخسر	lost	lost

Exercises

Can you help me to **find** my phone?
I **found** my phone.
My phone was **found**.

• مجموعة الاختلاف البسيط Simply Different

حيث يختلف فيها شكل الفعل في زمن الماضي عن الشكل الأساسي (المصدر) والتصريف الثالث للفعل.

Infinitive	Meaning	Past simple	Past participle
Run	يجرى	ran	run
Come	يأتي	came	come
Become	يُصبح	became	become

Exercises

I love to **run.**
He **ran** to the finish line.
He has **run** the race.

• المجموعة المختلطة The Full mix

في هذه المجموعة يكون الفعل على ثلاثة اشكال مختلفة على حسب الزمن سواء في المصدر او الماضي البسيط أو الماضي التام (التصريف الثالث).

Infinitive	Meaning	Past simple	Past participle
Forget	ينسى	forgot	forgotten
Give	يُعطى	gave	given
Know	يعرف	knew	known
Sing	يُغنى	sang	sung
Eat	يأكل	ate	eaten
Be	يكون	Was/were	been
Do	يفعل	did	done
Take	يأخذ	took	taken
Drive	يقود	drove	driven
Break	يكسر	broke	broken

Fly	يطير	flew	flown
Freeze	يجمد	froze	frozen
Wear	يرتدي	wore	worn
Write	يكتب	wrote	written

Exercises

I **wear** my t-shirt.

He **wore** a nice suit yesterday.

He has never **worn** that t-shirt before.

_____

Passive voice   المبنى للمجهول

When should we use the Passive?

1) When who or what causes the action is unknown or unimportant or obvious or people in general.

2) In factual or scientific writing.

3) In formal writing instead of using someone/ people/ they (these can be used in speaking or informal writing).

1) زمن المضارع البسيط   The Present Simple Tense

Present Uses:-

1) We use the present simple when something is generally or always true.

- People need food.
- It snows in winter here.
- Two and two make four.

2) For habits or things that we do regularly. We often use adverbs of frequency such as (often, always and sometimes) in this case, as well as expressions like (every Sunday) or (twice a month).

- I play tennis every Tuesday.
- I don't travel very often.

3) We can also use the present simple for short actions that are happening now.

- He takes the ball.

4) We use the present simple to talk about the future when we are discussing a timetable or a fixed plan. Usually, the timetable is fixed by an organisation, not by us.

- School begins at nine tomorrow.
- What time does the film start?
- The plane doesn't arrive at seven. It arrives at seven thirty.

5) We also use the present simple to talk about the future after words like (when, until, after, before and as soon as).

- I will call you when I have time.
- I won't go out until it stops raining.
- I'm going to make dinner after I watch the news.

Conditional Uses

6) We use the present simple in the first and the zero conditionals.

- If it rains, we won't come.
- If you heat water to 100 degrees, it boils.

Form of Passive

Subject + finite form of to be + Past Participle (3rd column of irregular verbs)

When rewriting active sentences in passive voice, note the following:

- the object of the active sentence becomes the subject of the passive sentence.

- the finite form of the verb is changed (to be + past participle).

- the subject of the active sentence becomes the object of the passive sentence (or is dropped).

Tense			Subject	Verb	Object
Simple Present	Active:		Ali	writes	a letter.
	Passive:		A letter	is written	by Ali.

Write passive sentences in simple present.

- The documents / print ---------------- .
- The window / open ---------------------- .
- The car / wash ---------------------- .

2) الماضى البسيط Simple Past

Form of Simple Past

Positive	**Negative**	**Question**
I spoke.	I did not speak.	Did I speak?

Use of Simple Past

1) Action in the past taking place once, never or several times.

- He visited his parents last weekend.

2) Actions in the past taking place one after the other.

- He came in, took off his coat and sat down.

3) Action in the past taking place in the middle of another action.

- When I was having breakfast, the phone suddenly rang.

4) Signal words for the Simple Past these are expressions of time in the past. (yesterday, last week, a month ago, in 2010, and this morning).

- Did you miss the bus this morning?

5) If sentences type II .

- If I had a lot of money, I would share it with you.

Tense		Subject	Verb	Object
Simple Past	Active:	Ali	wrote	a letter.
	Passive:	A letter	was written	by Ali.

Write passive sentences in Simple Past.

- The test / write ------------- .
- The house / build ---------- .
- The tables / clean -----------.

3) المستقبل البسيط   Future I Simple *will*

Form of *will* Future

Positive	Negative	Question
I will speak.	I will not speak.	Will I speak?

Use of *will* Future

1) A spontaneous decision

- Wait, I will help you.

2) An opinion, hope, uncertainty or assumption regarding the future

- He will probably come back tomorrow.

3) A promise.

- I will not watch TV tonight.

4) An action in the future .
- It will rain tomorrow.

5) Signal words for the Simple Future these are expressions of time in the Future. (next, tomorrow, and in 2022).

- Ali will paint his house tomorrow.

6) Conditional clauses type I.

- If I arrive late, I will call you.

Tense		Subject	Verb	Object
Future I	Active:	Ali	will write	a letter.
	Passive:	A letter	will be written	by Ali.

Write passive sentences in Future I.

- The exhibition / visit ---------------.
- The windows / clean ----------------.
- The message / read ---------------- .

Passive voice المبنى للمجهول

1) زمن المضارع المستمر The present progressive (continuous)

The present progressive is used for actions going on in the moment of speaking and for actions taking place only for a short period of time. It is also used to express development and actions that are arranged for the near future.

Present progressive – form

Use a form of verb to be + infinite verb + (ing).

Use:

- **Am** with the personal pronoun **I**.
- **Is** with the personal pronouns **he, she or it** (or the singular form of nouns).
- **Are** with the personal pronouns **you, we, they** (or the plural form of nouns).

	Positive	**Negative**	**Question**
I	I **am** play**ing**.	I **am** not play**ing**.	**Am** I play**ing**?
he, she, it	He **is** play**ing**.	He **is** not play**ing**.	**Is** he play**ing**?
you, we, they	You **are** play**ing**.	You **are** not play**ing**.	**Are** you play**ing**?

Tense		Subject	Verb	Object
Present Progressive	Active:	Ali	is writing	a letter.
	Passive:	A letter	is being written	by Ali.

Rewrite the sentences in passive voice.

- Ali is drinking a cup of tea .   <u>A cup of tea is being drunk by Ali.</u>
- My brather is washing the car.   ---------------------- .
- I am writing a poem.   ---------------------- .
- She is taking a picture of him.   ---------------------- .

2) الماضى المستمر   **The past progressive (continuous)**

Form

	Positive	**Negative**	**Question**
I / he / she / it	I **was** speak**ing**.	I was **not** speaking.	Was I speaking?
you / we / they	You **were** speak**ing**.	You were **not** speaking.	Were you speaking?

Use of Past Progressive

1) Puts emphasis on the course of an action in the past .

- He was playing football.

2) Two actions happening at the same time (in the past) .

- While she was preparing dinner, he was washing the dishes.

3) Action going on at a certain time in the past .

- When I was having breakfast, the phone suddenly rang.

Signal words of past progressive (while, as long as).

Tense		Subject	Verb	Object
Past Progressive	Active:	Ali	was writing	a letter.
	Passive:	A letter	was being written	by Ali.

Rewrite the sentences in passive voice.

- We were talking about London .   <u>London was being talked about by us.</u>
- She was watching a film.   ---------------- .
- He was playing the guitar.   ------------------ .
- I was repairing their bikes.   ------------------ .

3) المستقبل المستمر   **Future I progressive (continuous)**

Future I progressive puts emphasis on the course of an action taking place in the future.

Subject + will + be + infinite verb + (ing) + object.

Form

Positive	Negative	Question
He will be talking.	He will not be talking.	Will he be talking?

Use

Action that is going on at a certain time in the future.

Action that is sure to happen in the near future.

Passive form:

Subject + will + be + being + past participle + object.

Tense		Subject	Verb	Object
Future I Progressive	Active:	Ali	will be writing	a letter.
	Passive:	A letter	will be being written	by Ali.

Example:-

- One way or another the dishes **will be being washed** tonight by someone.

Note :-

This sentence is correct, but the passive future progressive is not frequently used.

_____

Passive voice   المبنى للمجهول

1) زمن المضارع التام   The present perfect tense

The present perfect is a tense that usually describes something about the past that has a connection with the present. This tense is used to show a link between the present and past and is commonly used in everyday conversations, in the news, on the radio, and when writing letters.

Present perfect – form

Subject + has/have + past participle form of the verb + object.

- I have worked here since I graduated school.
- He has finished his homework.
- They have built a house.

	Positive	**Negative**	**Question**
I / you / we / they	I **have spoken**.	I **have** not **spoken**.	**Have** I **spoken?**
he, she, it	He **has spoken**.	He **has** not **spoken**.	**Has** he **spoken?**

Using:

1) Puts emphasis on the result.
   - She has written five letters.

2) Action that is still going on.

- I have lived in the Iraq since 1990.

3) Action that has taken place once, never or several times before the moment of speaking.
   - I have never been to Australia.

4) Action that stopped recently.
   - I have just finished my homework.

5) To describe an action when time was not an important aspect.
   - I have lost my key.

Signal words of present perfect

already, ever, just, never, not yet, so far, till now, up to now

Present perfect – passive form

Object of the active sentence + has/have + been + past participle form of the verb + by + subject of the active sentence.

Tense		Subject	Verb	Object
Present perfect	Active:	Ali	has written	a letter.
	Passive:	A letter	has been written	by Ali.

Rewrite the sentences in passive voice.

- Ali has paid the bill. .   The bill has been paid by Ali.
- I have opened the present.   ---------------------- .
- We have cycled five miles.   ---------------------- .
- She has done her work.   ---------------------- .

The past perfect tense   زمن الماضى التام (2

The past perfect simple expresses an action taking place before a certain time in the past.

Past perfect – form

Subject + had + past participle form of the verb + object.

	Positive	Negative	Question
I / he / she / it you / we / they	I **had spoken**.	I **had** not **spoken**.	**Had** I spoken?

Use of past Perfect

1) Action taking place before a certain time in the past. (putting emphasis only on the fact, not the duration)

- Before I came here, I had spoken to Ahmed.

2) Conditional sentences type III (condition that was not given in the past).

- If I had seen him, I would have talked to him.

Signal words of past perfect

Already, just, never, not yet, once, until that day (with reference to the past, not the present).

Past perfect – passive form

Object of the active sentence + had + been + past participle form of the verb + by + subject of the active sentence.

Tense		Subject	Verb	Object
Past perfect	Active:	Ali	had written	a letter.
	Passive:	A letter	had been written	by Ali.

Rewrite the sentences in passive voice.

- She had cleaned the tables.   <u>The tables had been cleaned by her.</u>
- We had lost the key.   ---------------- .
- They had started a fight.   ------------------ .
- The little boy had broken the window.   ------------------ .

3) زمن المستقبل التام   Future perfect tense

Future perfect (Future II) expresses an action that will be finished at a certain time in the future..

Subject + will + have + past participle form of the verb + object.

Form

Positive	Negative	Question
I will have arrived.	I won't have arrived.	Will I have arrived?

- You will have finished your report by this time next week.
- He will have been here for six months on the 23rd of June.

Signal words of future perfect

By Monday, in a week

Passive form:

Subject (object of the active sentence) + will + have + been + past participle form of the verb + by + object (subject of the active sentence).

Tense		Subject	Verb	Object
Future Perfect	Active:	Ali	will have written	a letter.
	Passive:	A letter	will have been written	by Ali.

Rewrite the sentences in passive voice.

- I will have finished the job by Tuesday .

The job will have been finished (by me) by Tuesday.

- She will have won the first prize.
- They will have repaired the roof.
- The boy will have cleaned the windows.

Passive voice   المبنى للمجهول

Note: keep in mind that it is not common in written English to change the active sentences from present perfect progressive, past perfect progressive, and future perfect progressive tenses into passive sentences in written English, but they could be rarely changed in spoken English.

1) المضارع التام المستمر   The present perfect progressive

The present perfect progressive is used to indicate an action that began in the past and is still occurring in the present. Both present perfect and present perfect continuous can be used to indicate this type of action.

Present perfect progressive – form

Subject + has/have + been + [verb + ing] + object + for/ since + ….

- Ahmed has been working in that shop for 6 years.
- I have been sleeping since 10.00 AM.
- I have been writing articles on different topics since morning.
- He has been studying in the library for three hours.
- They have been playing football for an hour.
- He has been traveling around the world for a month

Present perfect progressive – passive form

Object of the active sentence + has/have + been + being + past participle [verb] + by + subject of the active sentence.

Tense		Subject	Verb	Object
Present perfect progressive	Active:	Ali	has been writing	a letter.
	Passive:	A letter	has been being written	by Ali.

Rewrite the sentences in passive voice.

- Ahmed has been teaching the advanced classes **for** 7 years.
- The advanced classes have been being taught by Ahmed **for** 7 years.

The past perfect progressive tense   زمن الماضي التام المستمر (2

The past perfect progressive is used to demonstrate an action which continued for a specific period of time but stopped before another action..

Past perfect progressive – form

Subject + had been + [verb + ing] + object + for/since + **. . . . .**

- I had been writing articles on various topics for three hours.
- He had been reading different kinds of books since morning.
- They had been singing different kinds of songs for an hour.

Subject + had been + [verb + ing] + object + before + subject + past simple tense

- They had been playing football in that field before it started to rain.
- Tom had been studying in the library before he came to the class.
- We had been shopping in that shop before we came home.

Subject + had been + [verb + ing] + object + for/since + **. . . . .** + before + subject + past simple tense

- Ahmed had been playing cricket for 18 years before he retired.
- Ali had been living in Sydney since 2010 before he moved to Melbourne.

Note: This tense can be replaced by the past perfect tense withdrawing for/since.

Past perfect progressive – passive form

Object of the active sentence + had been + being + past participle [verb] + by + subject of the active sentence.

Tense		Subject	Verb	Object
Past perfect progressive	Active:	Ali	had been writing	a letter.
	Passive:	A letter	had been being written	by Ali.

Rewrite the sentences in passive voice.

- Ahmed had been teaching **English for** ten years **before** he established a new system called a lingua.

- **English** had been being taught by Ahmed **for** ten years **before** he established a new system called a lingua.

Future perfect progressive tense زمن المستقبل التام المستمر (3

Future perfect continuous tense represents a continuous action which will be done at a certain time in the future. If two actions take place in the future, the first one which will be continued is **future perfect continuous tense** and the second one is **Simple present tense**.

Subject + will have been + [verb + ing] + object.

- Ahmed will have been reading various kinds of books on this topic.
- I will have been attending the program before I come here.
- We will have been shopping in that market before you come home.

Note: There is no practical use of this tense.

Future perfect continuous - Passive form

Subject (object of the active sentence) + will have been + being + past participle [verb] + by + object (subject of the active sentence).

Tense		Subject	Verb	Object
Future perfect continuous	Active:	Ali	will have been writing	a letter.
	Passive:	A letter	will have been being written	by Ali.

Rewrite the sentences in passive voice.

- We will have been teaching English **for** two years.

- English will have been being taught by **us for** two years.

For + a period of time.

For six years, **for** a week, **for** a month, **for** hours, **for** two hours

Since + a point in time.

Since this morning, **since** last week, **since** yesterday **since** I was a child, **since**

Wednesday, **since** 2 o'clock.

FOR vs SINCE in English

We use For and Since to talk about the length of time for a particular action.

FOR + period of time
FOR + number + time word

SINCE + starting point
SINCE + a time or a date

Examples;

- Seven minutes
- Three weeks
- Two days
- 5 months
- Eight years
- 3 centuries
- A lond time
- Ever

Examples;

- 8 o'clock
- 1st June
- Monday
- December
- 1984
- 1900
- I left school
- The beginning of time

I've been working at this company *for* three years.
Mary has been married *for* five months.
They have been at the hotel *for* two weeks.

That restaurant has been open *since* this afternoon.
She has lived here since 1970.
They have been at the hotel *since* last Monday.

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Conditionals

What are conditionals in English grammar? Sometimes we call them if clauses. They describe the result of something that might happen (in the **present** or **future**) or might have happened but didn't (in the **past**). They are made using different English verb tenses

Conditional clauses consist of **two sentences**. One is a clause that starts with if, which is called as if clause. The other is called the Main clause. Each sentence has a verb. It is important to know which tenses are to be used in these clauses and they play a big role in determining the meaning of the sentence.

Types of Conditionals

There are mainly four types of conditionals:

- Zero conditional: general truths.

- Type 1 (Ⅰ) conditional: a possible condition and its probable result unreal conditionals.

- Type 2 (Ⅱ) conditional: a hypothetical condition and its probable result

- Type 3 (Ⅲ) conditional: an unreal past condition and its probable result in the past.

1) **Zero conditional**

This conditional is used when the result will always happen. So, if water reaches 100 degrees, it always boils. It's a fact.

If clause verb tense	Main clause verb tense
Simple present	Simple present

Example:
- If water reaches 100 degrees, it boils.
- If people eat too much, they get fat.
- If babies are hungry, they cry.
- You get water if you mix hydrogen and oxygen.

Note: - we can put if at the beginning, or in the middle. It doesn't matter at all.

2) **Type 1 (Ⅰ) conditional**

It's used to talk about things which might happen in the future. Of course, we can't know what will happen in the future, but this describes possible things, which could easily come true.

If clause verb tense	Main clause verb tense
Simple present	Simple future (will + infinitive) or (modal + infinitive)

Example:
- If I study today, I'll go to the party tonight.
- If I have enough money, I'll buy new phone.
- If I see him, I'll tell him.
- If I study today, I'll go to the party tonight.
- He'll miss the bus if he doesn't leave soon.

3) **Type 2 (II) conditional**

It has two uses.

First, we can use it to talk about things in the future that are probably not going to be true.

Second, we can use it to talk about something in the present which is impossible, because it's not true.

If clause verb tense	**Main clause verb tense**
Simple past	Would + infinitive

We can use **(were)** instead of **(was)** with **I** and **he**/**she**/**it**. This is mostly done in formal writing.

Example:
- If I won the lottery, I would buy a big house.
- If I met the Queen of England, I would say hello.
- He would travel all over the world if he were rich.
- If I had his number, I would call him.
- If I were you, I wouldn't go out.
- If I had a lot of money, I would travel around the world.

4) **Type 3 (Ⅲ) conditional**

It talks about the past. It's used to describe a situation that didn't happen, and to imagine the result of this situation.

If clause verb tense	**Main clause verb tense**
Past perfect	Would + have + past participle

Example:
- If he had studied, he would have passed the exam.
- If we had taken a taxi, we wouldn't have missed the plane.
- He would have become a teacher if he had gone to university.
- He would have been on time for the interview if he had left the house at nine.

Note: - we can put if at the beginning, or in the middle. It doesn't matter at all.

_____

Difference between TO and FOR

Use TO in these cases:

1) Destination

- We're going **to** Paris.

2) What time it is

- It's a quarter **to** 2.

3) Distance

- It's about ten miles from my house **to** the university.

4) Comparing

- I prefer sleeping **to** working.

5) Giving

- I gave the book **to** my brother.

6) Motive/Reason – with verb

- I came here **to see** you.

Use FOR in these cases:

1) Benefits

- Yogurt is good **for** your digestion.

2) Period of time

- We've lived here **for** 2 years.

3) Doing something to help someone

- Could you carry these books **for** me?

4) Agree with

- Are you **for** or against the development of nuclear weapons?

5) Function – with verb (**-ing form**)

- I need something **for storing** books.

6) Motive/Reason – **with noun**

- Let's go **for** a walk.

Note: - As you can see in point 6, **to** or **for** can be used for a motive/reason, but **to is always with a verb**, and **for is always with a noun**.

- I came to New York **to work**.

- I came to New York **for a new job**.

Some and Any

Some and any are used to state the quantity, amount of something. When using some or any, the exact number is not stated.

The general rule is that any is used for **questions** and **negatives** while some is used for **positive**.

Some and any can be used when:

1. The exact number is not known.
2. The exact number is not important or relevant.
3. Some and any are used with countable and uncountable nouns.

Interrogative	Affirmative	Negative
Are there **any** tomatoes in the fridge?	Yes, there are **some**.	No, there aren't **any.**
Is there **any** orange juice?	Yes, there is **some**.	No, there isn't **any.**

Offering	Responding
Would you like **some** coffee?	Yes please I'd like **some**.

- I have **some friends**.   (friends is countable)

- I'd like **some water**.   (water is uncountable)

- Would you like **some** bread?   (offer)

- Can I have **some** water, please? (request)

- Do we need **any** rice?

- No, we don't need **any** rice.

- We have **some** rice in the cupboard.

Something, anything, somewhere, anywhere, someone, anyone

Policeman:	Is there **anyone** at home?
Criminal:	Yes, there is **someone** there. My friend!
Policeman:	Is there **anything** in your pocket?
Criminal:	Yes, there is **something**.
Policeman:	Did you go **anywhere** recently?
Criminal:	Yes, I went **somewhere**.

_____

Yet

Use yet in the sentence:

Yet is a useful word in the English language, as it allows you to be more clear in a sentence. Yet can be used as an **adverb**, to discuss an additional idea, or to emphasize a feeling or thought. It can also be used as a **conjunction**, similar to how you might use conjunctions like **but** or **nevertheless**. With the right placement and punctuation, you can use yet with confidence when you write or speak.

1) Yet as an adverb

We use **yet** as an adverb to refer to a time which starts in the **past** and continues up to the **present**. We use it mostly in **negative** statements or **questions** in the **present perfect**. It usually comes in end position:

- Ali hasn't registered for class yet.
- I haven't finished my breakfast yet.
- Has he emailed you yet?

2) Yet as a conjunction

We use **yet** as a conjunction means but or nevertheless. We use it to show **contrast**. It often occurs after **and**:

- He said he would be late, **yet** he arrived on time.
- He seems happy, **yet** he is troubled.
- I thought I knew you, **yet** how wrong I was.
- And yet, I remain very optimistic.

3) Yet for emphasis

We use **yet** for emphasis, with a meaning similar to even, especially before **more**, **another** and **again**:

- He did not come, nor **yet** write.
- The printer's broken down **yet** **again**!   (It has broken down many times before.)

4) As yet

As **yet** means up to now but the situation will definitely change. We only use it in **negative contexts**:

- The workers went to the factory early and are striking **yet**.
- The end had not **yet** come.
- I haven't seen that movie **yet**, so don't tell me how it ends!
- Sorry I haven't answered **yet**.
- No one is **yet**.

Use already or yet?

We use already to refer to something which has happened or may have happened before the moment of speaking. Already can sometimes suggest surprise on the part of the speaker, that something is unexpected:

- Is it seven o'clock **already**?   (The speaker didn't expect it to be so late.)

We use yet most commonly in **questions** and **negatives**, to talk about things which **are expected** but which have **not happened**:

- Is it seven o'clock yet?   (The speaker thinks that probably it's almost seven o'clock.).

- **A:** Where will you be staying?

- **B:** I haven't decided **yet**, but somewhere in the city center.

How to use all in a sentence

All means **every one**, **the complete number or amount** or **the whole**. We use it most often as a determiner. We can use a countable noun or an uncountable noun after it:

- **All** tickets cost 25 pounds.
- **All** information about the new product is confidential.

As a determiner, **all** comes before articles, possessives, demonstratives and numbers.

1) All with no article

When all refers to a whole class of people or things, we don't use the:

- **All** children love stories.   (every child in the world)

We don't use the with time expressions such as **all day**, all night, all week, all year, **all summer**:

- I spent all day looking for my car keys.

2) All of

We use all of before personal pronouns (**us, them**), demonstrative pronouns (**this, that, these, those**) and relative pronouns (**whom, which**). The personal pronoun is in the **object form**:

- I need to speak to **all of** you for a few minutes.
- He brought gifts for **all of** us.

3) All without of

We use **all**, not **all of**, before indefinite plural nouns referring to a whole class of people or things:

- **All** cats love milk.
- This book was written for **all** children, everywhere.

We use **all**, not **all of**, before uncountable nouns:

- **All** junk food is bad for you.

3) Not all

We can make **all** negative by using **not** in front of it:

- **Not all** the buses go to the main bus station, so be careful which one you get.
- We were**n't all** happy with the result.