

English Structure For All

Easy Learning

Simple Examples



Done By :

MR. Sherif

Index

Structure	Page
Parts Of Speech أجزاء الكلام	1
The Statement الجملة الخبرية	2
Sentence & Phrase الجملة والعبارة	3
Helping & Aux. Verbs الأفعال المساعدة	4
Personal Pronouns الضمائر الشخصية	5
Relative Pronouns ضمائر الوصل	6
Yes- No questions السؤال بهل	7
Wh- / How questions السؤال بأداة استفهام	8
Tag Question السؤال المذيّل	9
Imperative sentence جملة الأمر	9
Negative Sentence جملة النفي	10
Irregular Verbs الأفعال الشاذة	11
Verb Forms أشكال الفعل	12-13
Tenses الأزمنة	14
The Present Simple المضارع البسيط	15
The Past Simple الماضي البسيط	16
The Future Simple المستقبل البسيط	17
The Present Continuous / Progressive المضارع المستمر	18
The Past Continuous / Progressive الماضي المستمر	19
The Present Perfect المضارع التام	20 – 21
The Past Perfect الماضي التام	22
Active & Passive Voice المبني للمعلوم والمبني للمجهول	23
Causative السببية	23
Adjectives الصفات	24
Adjectives & Adverbs الصفات والظروف	25
Singular & Plural Nouns الأسماء المفرد والأسماء الجمع	26
Uncountable Nouns الأسماء الغير معدودة	27

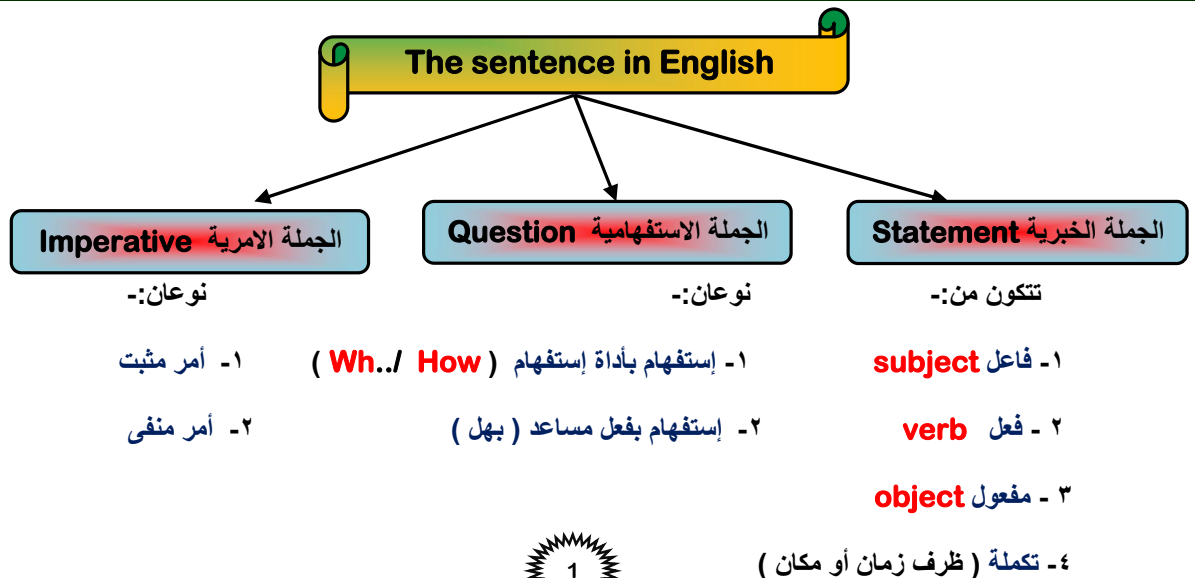
Structure	Page
Noun Quantifiers (Many / Much ...) محدّدات الأسماء	28
Demonstrative Adjectives (This / that ...) صفات	28
Another / Other	٢٨
Definite & Indefinite Articles (a / an / the) أدوات النكرة والمعرفة	29-30
Conjunctions الروابط	٣١
If / Unless اذا / اذا لم	32
Expressing Regret الندم	32
Compound Sentences (FAN BOYS) الجمل المركبة	33
Prepositions (in / on / at) حروف الجر	34
Prepositional verbs افعال + حروف جر	34
Noun + Prep. اسماء + حروف جر	34
Adj. + Prep. صفات + حروف جر	34
Modal Verbs الأفعال الناقصة	35-36
Direct & Indirect Speech المباشر والغير مباشر	37
Prefixes & Suffixes البادئات واللواحق	38

With Great Success



Parts of speech

Part Of Speech	Definition	تعريف	Example	مثال
Noun / n /	اسم	اسم شخص / حيوان / نبات / جماد	Ahmed, book , education	
Pronoun / pn /	ضمير	هو ما يدل على اسم أو يحل محله	I, he, she, it, who ,which ,whose	
Verb / v /	فعل	هو ما يدل على حدوث شيء في وقت ما	play, played , is , are , have	
Adjective /adj./	صفة	هو عبارة عن كلمة تصف الاسم وتكون قبله	quick boy / good student	
Adverb / adv. /	حال	هو عبارة عن كلمة تصف الفعل أو الصفة	run quickly / study well / extremely tall	
Preposition /prep./	حرف الجر	هو كلمة تأتي مع الاسم أو الضمير لتبين علاقته بكلمة أخرى (to - by - for in- with - from- of- about ...	Ahmed goes to school . They traveled by plane.	
Conjunction /conj./	رابط عطف	هو كلمة تصل ما بين كلمة و كلمة أو جملة وجملة (or / and) .	Ali and Ahmad are my friends .	
Interjection	كلمة تعجب	هو عبارة عن أصوات أو صيحات تعبر عن التعجب (Alas – Wow)	Alas ! She died .	يا للأسف ! لقد ماتت .
Article	أداة	Definite(the) indefinite (a, an) تستخدم a قبل الاسم النكرة الذي يبدأ بحرف ساكن. تستخدم an قبل الاسم النكرة الذي يبدأ بحرف متحرك. تستخدم the للتعريف.	This is a book. This is an apple. The earth goes round the sun .	



أولاً:- الجملة الخبرية The statement



Subject (١) الفاعل

(قد يكون اسم أو ضمير)

ضمائر الفاعل

	متكلم	مخاطب	غائب
مفرد	أنا I	أنت / أنتي You	هو He , هي She , العاقل It
جمع	نحن We	أنتم / أنتن You	هم They

و يأتي ضمير الفاعل في بداية الجملة قبل الفعل

Verb (٢) الفعل

فعل مساعد أو ناقص

فعل رئيسي

الفعل المساعد :- وهو يسبق الفعل الاساسي

الفعل الاساسي :- و هو الفعل الذي يعبر عن حدث

مضارع	ماضي
am / is / are	was / were
do / does	did
have / has	had

شكل الفعل	أمثلة
الفعل + ing (<i>playing / eating</i>) التصريف الثالث (<i>played / eaten</i>)	I'm <i>eating</i> fish . (active) Music <i>is played</i> by Ali.(passive)
المصدر (<i>play / eat</i>)	I <i>didn't</i> <i>play</i> football yesterday.
التصريف الثالث (<i>played / eaten</i>)	He <i>has</i> just <i>played</i> tennis.

Will (" II)	would
shall	should
can	could
may	might
must	had to
have to / has to	had to
ought to	

المصدر (<i>play / eat</i>)	I <i>will</i> <i>play</i> tennis tomorrow.
------------------------------	--

وقد يكون في الجملة فعل اساسي فقط وذلك مع زمني المضارع البسيط والماضي البسيط :

Ex : 1) I *play* tennis everyday . 2) He *plays* tennis every day . 3) She *played* yesterday.

وقد نستخدم الفعل المساعد كفعل اساسي (وذلك عندما يكون بمفرده في الجملة) :

EX : 1) He *is* a doctor . 2) He *has* a car . 3) I usually *do* my homework .

Object (٣) المفعول

(قد يكون اسم أو ضمير)

ضمائر المفعول

ضمير فاعل	I	He	She	It	You	We	They
ضمير مفعول	me	him	her	it	you	us	them

Complement (تكملة الجملة)

أسم : Ex: He's a doctor. عاقِل + حرف جر : with my friend	صفة : Ex: He's tall.	ضمير ملكية : mine / his / hers / its / ours / theirs / yours	ضمير منعكس : myself / himself / herself / itself / ourselves / themselves / yourself / yourselves	ظروف : ظرف حال : Ex: He runs quickly. ظرف مكان : Ex: He goes to the club. ظرف تكرار : Ex: He goes to the club once a week. ظرف زمان : Ex: He went to the club yesterday. بعض العبارات : Ex: He went to the club to play soccer.
--	--	--	---	--

هناك بعض الظروف تأتي قبل الفعل الأساسي :

(always – usually- sometimes- often-rarely-scarcely-seldom- never- ever- just- already ...)

Ex : I **usually** go to the park. / My brother **never** drives a car.
He has **just** gone out. / This is the tallest boy I have **ever** seen.

لتحويل الجملة الى عبارة نتبع الآتي :

Sentence	جملة	Phrase	عبارة
He was smart .		his smartness being smart The fact that he was smart . (The fact that + الجملة)	(اسم + صفة ملكية) (الصفة + being)
He wasn't smart .		his stupidity not being smart The fact that he wasn't smart.	(عكس الاسم + صفة ملكية) (الصفة + not being)
The weather was cold.		The cold weather The weather being cold. The fact that the weather was cold.	(الاسم + الصفة) (الصفة + being + الاسم)
The weather wasn't cold.		The hot weather The weather being hot . The fact that the weather wasn't cold.	(الاسم + عكس الصفة) (عكس الصفة + being + الاسم)
My brother studied hard.		studying hard The fact that he studied hard.	(ing + مصدر الفعل)
My brother didn't study hard.		not studying hard The fact that he didn't study hard.	(ing + مصدر الفعل + not)

هناك روابط نستخدم بعدها عبارات مثل :

like / such as / despite- in spite of / due to – because of – as a result of / during / in addition to

Ex : There are many ways to become healthy **like** eating healthy food and doing sports.

وكل الروابط الزمنية إذا حذفنا الفاعل (after , before , when , while)

- **After** eating his breakfast , he went out .

Helping Verbs

الأفعال المساعدة

	Verb to Be	فعل يكون	Verb to Have	فعل يمتلك	Verb to Do	فعل يعمل
مضارع	am / is	are	have / has		do / does	
ماضي	was	were	had		did	

الفاعل
I

Verb to Be	فعل يكون
am ('m) / was	

Verb to Have	فعل يمتلك
have ('ve) / had ('d)	

Verb to Do	فعل يعمل
do / did	

He
She
It
الاسم المفرد والغير معدود

is ('s) / was
is ('s) / was
is ('s) / was
is ('s) / was

has ('s) / had ('d)
has ('s) / had ('d)
has ('s) / had ('d)
has ('s) / had ('d)

does / did
does / did
does / did
does / did

We
You
They
الاسم الجمع

are ('re) / were
are ('re) / were
are ('re) / were
are ('re) / were

have ('ve) / had ('d)
have ('ve) / had ('d)
have ('ve) / had ('d)
have ('ve) / had ('d)

do / did
do / did
do / did
do / did

نفي الأفعال المساعدة

النفي الكامل	am not	is not	are not	was not	were not
اختصار الفعل المساعد	'm not	's not	're not		
اختصار not		isn't	aren't	wasn't	weren't

النفي الكامل	have not	has not	had not	do not	does not	do not
اختصار الفعل المساعد	've not	's not	'd not			
اختصار not	haven't	hasn't	hadn't	don't	doesn't	don't

Verb to Be	فعل يكون
am / is	are
was	were

ing + فعل

V3

Verb to Have	فعل يمتلك
have / has	
had	

تصريف ثالث V3

Verb to Do	فعل يعمل
do / does	
did	

مصدر الفعل



Pronouns الضمائر

Subject Pronouns ضمائر الفاعل	Object Pronouns ضمائر المفعول به	Possessive Adjectives صفات الملكية	Possessive Pronouns ضمائر الملكية	Reflexive Pronouns ضمائر الانعكاس
I	me	my	mine ملكي	myself نفسي / بنفسي
He	him	his	his ملكه	himself نفسه / بنفسه
She	her	her	hers ملكها	herself نفسها / بنفسها
It	it	its	its ملكه / ملكها (لغير العاقل)	itself نفسه / بنفسه / نفسها / بنفسها (لغير العاقل)
We	us	our	ours ملكنا	ourselves أنفسنا / بأنفسنا
They	them	their	theirs ملكهم	themselves أنفسهم / بأنفسهم
You	you	your	yours ملكك	yourself نفسك / بنفسك
You	you	your	yours ملككم	yourselves أنفُسكم / بأنفسكم

استخدام الضمائر

الضمائر	Usage الاستخدام	Examples أمثلة
Subject Pronouns ضمائر الفاعل	▶ في بداية الجملة الخبرية (قبل الفعل) ▶ في السؤال (بعد الفعل المساعد)	- Ali is a good boy . He always gets high marks. - Where do they go ? – They go to the club.
Object Pronouns ضمائر المفعول به	▶ في منتصف الجملة (بعد الفعل) ▶ بعد حروف الجر (for - of ..)	- My friend gave me a pen . - The little boy made it for her .
Possessive Adjectives صفات الملكية	▶ قبل أسم الشيء الممتلك	- I play football with my friends .
Possessive Pronouns ضمائر الملكية	▶ تعبر عن الملكية ولا يأتي بعدها أسم	- These shoes are mine . - I met a friend of mine yesterday .
Reflexive Pronouns ضمائر الانعكاس	▶ إذا كان الفاعل هو نفسه المفعول . ▶ للتأكيد (أن الفاعل هو الذي قام بالحدث بنفسه) ▶ مع بعض التعبيرات .	- He fell down and hurt himself . - I do the homework myself . - Help yourself . - Enjoy yourself . - Behave yourself . - I live by myself . (I live alone)

MR. Sherif

MR. Sherif

MR. Sherif

MR. Sherif

Relative Pronouns ضمائر الوصل

نستخدم ضمير الوصل ليحل محل الاسم أو الضمير في الجملة الثانية .

Ex : The boy was tall . He broke the glass. → The boy , who broke the glass , was tall.

Relative Pn.	Usage	Example
Who	للعاقل (فاعل أو مفعول)	The boy , (who) I met , was playing. The boy , who studies hard , gets high marks.
Whom	للعاقل (مفعول فقط)	The boy , (whom) I met , was playing.
Which	لغير العاقل	I drove the car which my father bought me.
That	للعاقل وغير العاقل	The boy , (that) I met , was playing. I drove the car that my father bought me.
Whose	للملكية (مع العاقل وغير العاقل)	This is the woman whose son died. The dog , whose leg was broken , was small.
When	للوّقت	The holiday is a nice time when we enjoy.
Where	للمكان	This is the school where we learn.
Why	للسبب	I don't know the reason why he was absent.
How	للكيفية أو الحال	He told me how to face challenges.
What	للأشياء مسبقة ب all	This is all what I have.

ملاحظات هامة

إذا سبق الضمير حرف جر فأننا نستخدم Whom مع العاقل و Which مع غير العاقل .

Ex : The boy , with whom I played yesterday , made an accident.

This is the school in which I learnt.

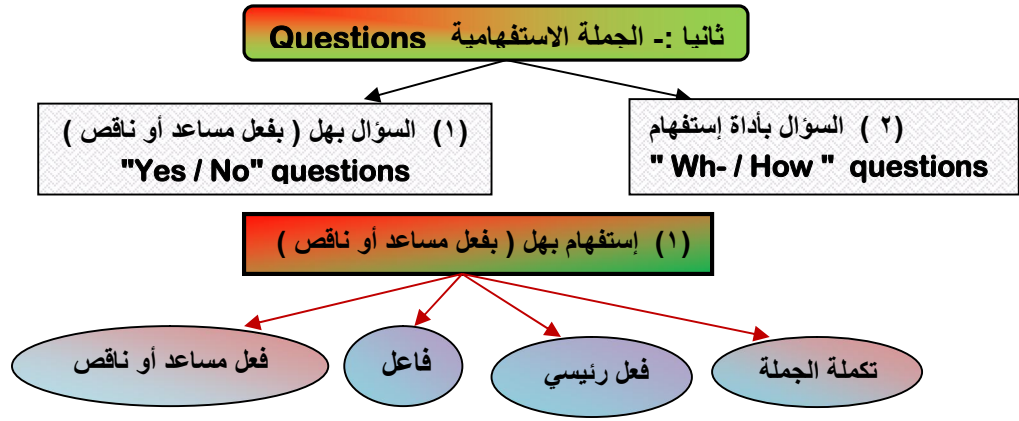
يمكن أن نحذف (who , whom , which , that) عند أستخدامهم مكان المفعول .

Ex : The boy I met yesterday was playing. / I drove the car my father bought me.
لاحظ وجود فاعل اخر في الجملة .

لا يجوز أن نحذف ضمير الوصل إذا أتى مكان الفاعل في الجملة الثانية :

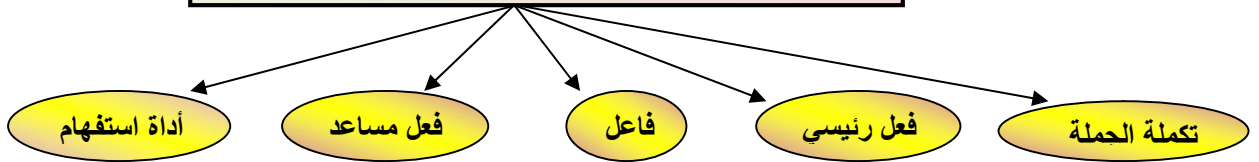
Ex : The boy , who studies hard , gets high marks.
/ I ate the apple that was on the table.





في حالة وجود فعل مساعد أو ناقص : (نسبق الفعل المساعد أو الناقص علي الفاعل ثم نترك الفعل الرئيسي كما هو) .		
الجملة الخبرية	الجملة الاستفهامية	الأجابة
-They are playing .	Are they playing ?	Yes, they are . No , they aren't .
- He is reading a book.	Is he reading a book ?	Yes, he is . / No , he isn't .
- I am eating fish .	Are you eating fish ?	Yes , I am . / No, I am not .
- I was sleeping .	Were you sleeping ?	Yes, I was . / No, I wasn't .
- We were studying .	Were you studying ?	Yes ,we were . No, we weren't .
- I have got a car .	Have you got a car ?	Yes , I have . / No, I haven't .
- He has got a car .	Has he got a car ?	Yes, he has . / No, he hasn't .
-We had got a car .	Had you got a car ?	Yes , we had . / No, we hadn't .
- I will play football .	Will you play football ?	Yes , I will . / No , I won't .
- I can ride a bike .	Can you ride a bike ?	Yes , I can . / No , I can't .
-You should play sports .	Should I play sports ?	Yes , you should . / No , you shouldn't .
في حالة عدم وجود فعل مساعد (نستخدم do , does , did) . - اذا كان الفعل في المصدر (play) ← نستخدم (do) بعد (We ، You ، They ، الأسم الجمع) . - اذا كان الفعل منتهي ب s (plays) ← نستخدم (does) بعد (He ، She ، It ، الأسم المفرد ، الأسم الغير معدود ، الأسم المفرد) . - اذا كان الفعل في الماضي (played) ← نستخدم (did) مع الكل .		
- I play football .	Do you play football ?	Yes, I do . / No, I don't .
- He plays football .	Does he play football ?	Yes , he does . / No , he doesn't .
- He played football .	Did he play football ?	Yes, he did . / No, he didn't .
- I went to school.	Did you go to school ?	Yes, I did . / No, I didn't .
إذا استخدمنا الأفعال المساعدة كأفعال رئيسية فأنا نستخدم (do , does , did) :		
- He has a car .	Does he have a car ?	Yes , he does . / No , he doesn't .
- I had to study hard.	Did you have to study hard ?	Yes, I did . / No, I didn't .
- I did my homework .	Did you do your homework?	Yes, I did . / No, I didn't .

(٢) إستفهام بأداة أستفهام (Wh../ How) questions



أمثلة	Examples	تسأل عن	معناها	أداة الاستفهام
Who are you ? – I'm Ahmed .	الفاعل أو المفعول العاقل	من	Who	
When will you come ? – Tomorrow .	الوقت أو الزمن (tomorrow...)	متى	When	
Where do you go ? – To the club .	المكان (to school / at home...)	أين	Where	
Which car do you like ? – The red car . Which boy is taller : Ahmed or Ali? Ali.	الاختيار أو التفضيل (the red car ..)	آى	Which	
What did you buy ? – A car .	غير العاقل (car / dog ..)	ما- ماذا	What	
Why didn't you come ? – Because I was ill.	السبب (because – to – for)	لماذا	Why	
Whose book is this ?- It's Ali's book .	الملكية (Ali's / his ...)	لمن	Whose	
How do you go to work ? – By car .	الحال أو وسيلة المواصلات (by car)	كيف	How	
How old are you ? 10 years old .	العمر أو السن (10 years old)	كم عمر	How old	
How many pens do you have ? -1 pen.	العدد (two / three)	كم عدد	How many	
How much is this dress ? – 40 \$	الثمن أو السعر (2 Dollars)	كم ثمن	How much	
How far is your school ? –2 km far .	البعد أو المسافة (5 km far)	ما بعد	How far	
How long is this bridge ? 13 m long . How long will you stay ? - For 2 days	طول الأشياء (3 m long) أو المدة الزمنية (for a day / since 1990)	كم طول	How long	
How tall is your father ? – 150 cm	طول الأشخاص (150 cm)	كم طول (للأشخاص)	How tall	

ملحوظة : اذا استخدمنا أداة الاستفهام في منتصف الجملة فلا نضع بعدها فعل مساعد أو ناقص مباشرة .

Ex : Can you tell me where the bank is , please ?

How + adj. (صفة) = What + n. (اسم)

How	How tall ?	How long ?	How old ?	How far ?	How much ?	How old ?
What	What height ?	What length ?	What age ?	What distance ?	What price ?	What age ?



السؤال المذيل Tag Question

- تكون السؤال المذيل باستخدام الفعل المساعد الموجود بالجملة ثم ضمير يعود علي الفاعل .
- اذا كانت الجملة مثبتة ننفي الفعل المساعد واذا كانت الجملة منفية نكتب الفعل المساعد في شكل الاثبات.
- اذا لم يكن هناك أفعال مساعدة نستخدم (do , does) للمضارع البسيط و (did) للماضي البسيط .

Sentence	Tag Question
It is very cold ,	isn't it ?
They will come ,	won't they ?
My friends haven't studied ,	have they ?
He can drive a car ,	can't he

I'm not fine today ,	am I ?
I'm a good student ,	aren't I ?
Open the door ,	will you ? (أمر)
Don't come late ,	will you ? (نهى)
نستخدم (will you ?) في الأمر والطلب المهذب والنهى .	

Sentence	Tag Question
My friends play football ,	don't they ?
She watches TV ,	doesn't she ?
He has to study ,	doesn't he ?
Ali broke his leg ,	didn't he ?

Let's play soccer ,	shall we ? (اقتراح)
Let us go out ,	will you ? (طلب أذن)
نستخدم (shall we ?) بعد Let's و (will you ?) بعد Let us	
Every one is here ,	Aren't they ?
نستخدم الضمير (they) اذا كان هناك (every one / every body) في الجملة .	

هناك بعض الكلمات تعبر عن النفي وعند وجودها في الجملة نضع الفعل المساعد مثبت ومنها :

Scarcely - hardly - rarely - never - neither - nor - none - no one - no body - nothing - no where - little - few - quite often

Ex : He **never helps** the poor , **does he ?** / She **ate little** food , **did she ?**

نستخدم مع ('d better) ← (hadn't) ومع ('d rather) ← (wouldn't)

Ex : You'd **better** study , **hadn't** you ? / You'd **rather** come early , **wouldn't** you ?

ثالثا: الجملة الامرية Imperative

Positive Imperative	الأمر المثبت	Negative Imperative	الأمر المنفي
يتكون من مصدر الفعل (غالبا نحذف الفاعل)		يتكون من (مصدر الفعل + Don't)	
Open the door .		Don't open the door.	
Sit down, please .		Don't sit down .	
Always play sports.		Never smoke cigarettes.	

I ♥ English

Negative Sentence الجملة المنفية

Ex : I **haven't** eaten fish.

- عند النفي نستخدم (فعل أساسي + **not** + فعل مساعد)

في حالة وجود أفعال مساعدة أو ناقصة (نضع **not** بعد الفعل المساعد أو الناقص ونترك الفعل الأساسي كما هو).

1) I'm eating some fish now.	1) I'm not eating any fish now.
2) He's playing tennis now.	2) He's not playing tennis now.
3) They were sleeping .	3) They were not sleeping .
4) She has just studied English.	4) She has not studied English yet.
5) I have got a car.	5) I have not got a car.
6) I will come tomorrow.	6) I won't come tomorrow.
7) You should sleep early.	7) You shouldn't sleep early.

في حالة عدم وجود أفعال مساعدة أو ناقصة نستخدم (**do / does / did**) حسب زمن الحدث ثم نضع (**not**) ونكتب الفعل في المصدر .
 نستخدم (**do**) بعد (الأسم الجمع ، I , We , You , They) و (**does**) بعد (الأسم الغير معدود ، الأسم المفرد ، He , She , It) وذلك في زمن المضارع البسيط أما (**did**) نستخدم مع الكل في زمن الماضي البسيط .

1) I drive my car every day.	1) I don't drive my car every day.
2) He drives a car every day.	2) He doesn't drive a car every day.
3) She drove a car yesterday.	3) She didn't drive a car yesterday.

في حالة استخدام الأفعال المساعدة كأفعال أساسية نستخدم (**do / does / did**) حسب زمن الحدث ثم نضع (**not**) ونكتب الفعل في المصدر.

1) I have a car.	1) I don't have a car.
2) He has curly hair.	2) He doesn't have curly hair.
3) I had some friends.	3) I didn't have any friends.
4) I have to study.	4) I don't have to study.
5) He has to get up early.	5) He doesn't have to get up early.
6) They had to play well.	6) They didn't have to play well.
7) I do my homework.	7) I don't do my homework.
8) He does his homework.	8) He doesn't do his homework.
9) They did all their best.	9) They didn't do all their best.

لا تنطبق القاعدة السابقة علي فعل يكون (لا يجوز أن نستخدم **do / does / did**) مع فعل يكون (**am / is / are / was / were**).

1) I am a boy.	1) I am not a boy.
2) She was ill.	2) She wasn't ill.

نضع **not** بعد (**had better / would rather**) ونكتب الفعل كما هو في المصدر.

1) You'd better study .	1) You'd better not play .
2) I'd rather have tea.	2) I'd rather not have tea.

يمكن أن نستخدم كلمات للتعبير عن النفي مثل (**never , nothing , nobody , no one , none , neither , nor...**) .

1) He usually plays tennis.	1) He never plays tennis.
2) There was something on the table.	2) There was nothing (none) on the table.
3) There was somebody in the park.	3) There was nobody (no one / none) in the park.
4) I like fish and meat.	4) I don't like fish or meat. / I like neither fish nor meat.
5) Both of my parents love shopping.	5) Neither of my parents loves shopping.
6) All (All of the) students like English	6) None of the students (like / likes) English.

- نستخدم (**Neither**) عند التحدث عن اثنين أما (**none / no one / no body**) نستخدمهم عند التحدث عن مجموعة .

- بعد (**neither**) نستخدم فعل لصيغة المفرد (**loves**) أما بعد (**none**) يمكن استخدام فعل لصيغة المفرد (**likes**) أو فعل لصيغة الجمع (**like**) ولكن الأفضل استخدام فعل لصيغة المفرد (**likes**) .

- نستخدم (**any**) بدلا من (**some**) و (**yet**) بدلا من (**just / already**) و (**or**) بدلا من (**and**) و (**neither**) بدلا من (**both**) و (**none**) بدلا من (**all**) في الجمل المنفية .

أفعال شاذة Irregular Verbs

Present مضارع	Past ماضي	P.P. تصريف ثالث
cost يكلف cut يقطع / يجرع hit يضرب / يصطدم hurt يؤذي / يصيب let يدع / يترك / يسمح put يضع shut يغلق	cost cut hit hurt let put shut	cost cut hit hurt let put shut
lend يسلف send يرسل spend يقضي / ينفق build يبني burn يحرق / يحترق learn يتعلم smell يشم lose يفقد / يخسر shoot يطلق get يحصل light يضيئ / ينير	lent sent spent built burnt learnt smelt lost shot got lit	lent sent spent built burnt learnt smelt lost shot got lit
sit يجلس keep يحفظ sleep ينام feel يشعر / يحس leave يترك meet يقابل dream يحلم mean يعني / يقصد	sat kept slept felt left met dreamt meant	sat kept slept felt left met dreamt meant
bring يحضر buy يشتري fight يحارب / يتشاجر think يفكر / يعتقد catch يمسك / يصطاد teach يدرس / يعلم	brought bought fought thought caught taught	brought bought fought thought caught taught
sell يبيع tell يخبر / يحكي	sold told	sold told
find يجد have يمتلك hear يسمع hold يمسك / يعقد	found had heard held	found had heard held
read يقرأ say يقول pay يدفع / يسدد make يجعل / يصنع	read said paid made	read said paid made
stand يقف understand يفهم	stood understood	stood understood
shine يشرق / يسطع	shone	shone

Present مضارع	Past ماضي	P.P. تصريف ثالث
break يكسر choose يختار speak يتكلم / يتحدث steal يسرق wake يوقظ	broke chose spoke stole woke	broken chosen spoken stolen woken
drive يسوق ride يركب rise يرتفع / يشرق write يكتب	drove rode rose wrote	driven ridden risen written
beat يهزم / يضرب / ينبض bite يعض hide يخفي / يختبئ	beat bit hid	beaten bitten hidden
eat يأكل fall يسقط / يقع forget ينسى give يعطي see يري take يأخذ	ate fell forgot gave saw took	eaten fallen forgotten given seen taken
blow يهب / ينفخ grow يكبر / يزرع know يعرف / يعلم throw يرمي / يقذف fly يطير draw يرسم show يبين / يوضح	blew grew knew threw flew drew showed	blown grown known thrown flown drawn shown
begin يبدأ drink يشرب swim يسبح ring يرن / يدق sing يغني run يجري	began drank swam rang sang ran	begun drunk swum rung sung run
come يأتي become يصبح go يذهب	came became went	come become gone

Helping Verbs الأفعال المساعدة

المصدر	مضارع	ماضي	تصريف ثالث
be يكون	am / is are	was were	been
have يمتلك	have / has	had	had
do يفعل	do / does	did	done

Modal Verbs الأفعال الناقصة

مضارع	will	shall	can	may	must
ماضي	would	should	could	might	had to

(١) Infinitive مصدر الفعل (go / play ...)

يأتي بعد	Example
(do , does , did , don't , doesn't , didn't) للنفي وتكوين السؤال في زمني المضارع البسيط والماضي البسيط.	- Did you go to school yesterday ? - My brother doesn't play tennis .
الأفعال الناقصة {will ('ll) - would ('d) / shall - should can - could / may - might - must - had to / have (has) to - had to - ought to	- I will visit you tomorrow . - You should study your lessons . - You ought to play sports .
We , You , They , I البسيط . الأسم الجمع في زمن المضارع البسيط .	- I usually get up early . - My friends play soccer every week
بعض الأفعال الأساسية مسبوقة ب (to) فقط : (want - need - would like - hope - plan - try - afford - fail- refuse - arrange- tend- decide- forget- learn- promise - offer - manage) او مسبوقة ب مفعول + to :	- I forgot to do my homework . - I'd like to have tea . - My father told me to study . - Does he want to play football ?
بعض الأفعال الأساسية بدون (to) : make / let → يأتي بعدهم مفعول had better / would rather → لا يأتي بعدهم مفعول	- The film made me cry . - My father let me go . - You had better study your lessons . - I'd rather have tea .
used to اعتاد أن	- When I was young , I used to sleep early .
to , in order to , so as to لكي	- I go to school to learn .
أن to	- The tea is too hot to drink . - He isn't old enough to drive a car .
فعل الأمر والنهي	- Open the door , please . - Never play with matches . - If you go to the club , call me please .

(2) فعل منتهي ب (ing) V+ ing

يأتي بعد	Examples
فعل يكون (be / am , is , are / was , were / been) للتعبير عن الأزمنة المستمرة .	- I am studying English now . - I have been waiting for two hours .
حروف الجر : (in , on , at , of , for , about , by , with , without , through , during)	- I'm fond of reading stories . - My sister is interested in cooking .
الروابط الزمنية اذا حذفنا الفاعل : (After , Before, when, while, As soon as..)	- After watching TV , I went to bed . - While walking alone , I saw a snake .
بعض الأفعال الأساسية : (go -enjoy -avoid-keep- complete - finish -stop- quit-give up-mind-suggest-imagine-fear-miss- practise-deny-involve- risk- fancy)	- Did you enjoy watching the film ? - My brother fears going out at night . - Healthy lifestyle involves playing sports.
Verb + object (فعل أساسي + مفعول)	- I saw some boys playing football . - There is a man waiting for you .
(am , is , are) (was , were) (get , got) } used to	- He's used to reading stories . - I get used to sleeping early .
يتطلع الي Look forward to	- I'm looking forward to seeing you .
اسم الفعل (في بداية الجملة) والفعل الأساسي بعده يكون منتهي ب (S)	- Playing sports makes you healthy .

مع بعض التعبيرات :
لا أستطيع تحمل
لا أستطيع أن أمتنع عن
لا فائدة من
تستحق
ماذا عن
هل تمنع

I can't stand
I can't help
It's no use / good
It's worth
How about / What about ?
Would you mind / Do you mind ?

- I can't stand waiting for him.
- I can't help laughing.
- It's no use smoking cigarettes.
- It's worth watching .
- How about playing soccer ?
- Would you mind opening the door ?

(goes / plays) (V+ S) (S) فعل منتهي ب (S)

يأتي بعد	Examples
(الأسم المفرد, الأسم الغير معدود , He , She , It) في زمن المضارع البسيط	- My brother always gets up early . - Water boils at 100 degree .
بعد اسم الفعل (الفعل المنتهي ب ing)	- Playing sports makes you healthy .

(went / played) فعل في التصريف الثاني

الاستخدام	Examples
- للتعبير عن زمن الماضي البسيط . (yesterday-last- ago- one day - once - in the past ...)	- Yesterday , I studied English . - I went to the zoo and saw many animals .
- حدث مفاجيء (يقطع حدث مستمر في الماضي) .	- While I was running , I fell down.
- حدث يأتي بعد حدث آخر في الماضي (الأول يكون ماضي تام والثاني ماضي بسيط) .	- After I had studied , I went out . - I had studied before I went out .

(gone / played) فعل في التصريف الثالث

يأتي بعد	Examples
فعل يمتلك (have , has , had) للتعبير عن الأزمنة التامة (مضارع تام و ماضي تام)	- I've just done my homework . - I haven't studied English yet . - I didn't go out till I had studied English .
فعل يكون (be / being / am , is , are / was , were / been) وذلك في المبني للمجهول (passive voice)	- Our school was built in 1980 . - The children are told to sleep early .

ملاحظات عامة

be , being , am , is , are , was , were , been	→ للمجهول (V3) played / للمعلوم (V + ing) playing
do , does , did , don't , doesn't , didn't	→ (مصدر الفعل inf.) (play / go)
will , would وباقي الأفعال الناقصة	→ (مصدر الفعل inf.) (play / go)
have , has , had	→ (V3) (played / gone)

Tenses الأزمنة

Tense	Affirmative اثبات	Negative نفي	Question سؤال
Present Simple مضارع بسيط	- Inf. (play / go) مصدر الفعل -V+s (plays / goes) (s + فعل)	المصدر + (don't / doesn't) don't / doesn't (play / go)	? المصدر + الفاعل + (do / does) Do you play ? / Does he play ?
كلماته	always - usually- sometimes - occasionally- often-rarely-seldom-never - every (day/week ..)		

Past Simple ماضي بسيط	Regular (played) منتظم Irregular (went) شاذ	المصدر + didn't didn't (play / go)	? المصدر + الفاعل + Did Did you (play / go) yesterday?
كلماته	yesterday - once - one day - ago - in the past - last (day / week ..) - in 1990 - WW1		

Future Simple مستقبل بسيط	(will / shall) + المصدر (play) I will play tomorrow. (am-is-are)+going to + inf. I'm going to play tomorrow.	(play) المصدر + won't I won't play tomorrow. (am-is-are) not + going to + inf. I'm not going to play	? المصدر + الفاعل + will Will you play tomorrow ? going to + inf. + الفاعل (Am-Is-Are)? Are you going to play tomorrow ?
كلماته	tomorrow - next (day / week ..) - soon - today - in the future - in (two weeks) - hope - wish		

Present Continuous مضارع مستمر	(am-is-are) + v + ing (playing) I'm playing now.	(am-is-are) not + v+ ing I'm not playing now.	(Am-Is-Are) + الفاعل + v + ing ? Are you playing ?
كلماته	now - at this moment - at the present time - these days - this week - Look !- Listen !		

Past Continuous ماضي مستمر	(was -were)+ v + ing (playing) I was playing at 6 last day.	(was /were)+ not + v + ing I wasn't playing at 6 last day.	(was / were) + الفاعل + V+ ing Were you playing at 6 last day?
كلماته	While (As) بينما - When عندما - All (day - night) (الليلة / اليوم) - طوال - at 6:00 yesterday		

Present Perfect مضارع تام	(have / has) + V3 (played) I have just played tennis.	(have / has)+ not + V3 (played) I haven't played tennis yet.	? V3 + الفاعل + (have / has) Have you played yet ?
كلماته	just - already - ever - never - for - since- yet - several times - so far - lately - recently		

Present Perfect Continuous مضارع تام مستمر	(have / has) + been + V+ing I have been playing for 2 hours.	(have / has)+ not + been+ V+ing I haven't been playing	(have / has) + been+ V+ ing + الفاعل Have you been playing ?
---	---	---	---

Past Perfect ماضي تام	had + (V3) (played / gone) I had played tennis .	hadn't + (V3) (played/ gone) I hadn't played tennis .	? (played) (V3) + فاعل + had Had you played tennis ?
كلماته	(After - As soon as) / (Till - Until) / (Before - By the time)		

شكل جميع الأزمنة كما هو (في الأثبات والنفي والسؤال) ماعدا زمن المضارع البسيط والماضي البسيط .
 في زمن المضارع البسيط والماضي البسيط (نستخدم مصدر الفعل في النفي والسؤال بعد **Verb to Do**) .

Examples

أثبات	نفي	سؤال
He plays football . He played football .	He doesn't play football . He didn't play football .	Does he play football ? Did he play football ?

The present simple

زمن المضارع البسيط

Affirmative	الاثبات	Negative	النفي	Question	السؤال
المصدر فعل + S live → lives go → goes Watch → watches try → tries study → studies play → plays		don't doesn't المصدر don't } play doesn't } live go		Do Does الفاعل inf Do } play Does } live go Yes, (do / does) No, (don't / doesn't)	
I We You They اسم جمع المصدر		I We You They اسم جمع don't + inf.		Do I we you they اسم جمع + inf.	
He She It اسم مفرد فعل + s		He She It اسم مفرد doesn't + inf		Does he she it اسم مفرد + inf.	
I usually go to school. Ali plays football. They ride bikes . My sister reads stories .		I don't go to school . Ali doesn't play football. They don't ride bikes . My sister doesn't read stories.		Do you go to school ? Yes, I do . / No, I don't . Does Ali play football ? Yes, he does . / No, he doesn't . What do they ride ? They ride bikes . What does your sister read ? She reads stories .	
الكلمات الدالة علي زمن المضارع البسيط : Always دائما - usually عادة - sometimes أحيانا - often غالبا - seldom / scarcely / rarely نادرا - never أبدا Every / Each (day - week - month - year...) كل (يوم - أسبوع - شهر - سنة) Once Twice Three times a day week month year - I usually go to the park . The sun rises in the east . My father works in an office. Ex : When I travel to Paris , I will see Eiffel Tower.					

The past simple

زمن الماضي البسيط

Affirmative	الأثبات	Negative	النفي	Question	السؤال																																	
منتظم شاذ watch → watched live → lived study → studied play → played go → went see → saw		المصدر didn't watched → didn't watch lived → didn't live studied → didn't study played → didn't play went → didn't go saw → didn't see		Did الفاعل inf Yes , (did) No , (didn't)																																		
بعض الأفعال الشاذة <table><tr><td>am / is → was</td><td>are → were</td><td>do / does → did</td></tr><tr><td>have / has → had</td><td>sell → sold</td><td>tell → told</td></tr><tr><td>drink → drank</td><td>swim → swam</td><td>ring → rang</td></tr><tr><td>sing → sang</td><td>run → ran</td><td>come → came</td></tr><tr><td>become → became</td><td>drive → drove</td><td>ride → rode</td></tr><tr><td>write → wrote</td><td>take → took</td><td>give → gave</td></tr><tr><td>get → got</td><td>forget → forgot</td><td>fall → fell</td></tr><tr><td>speak → spoke</td><td>choose → chose</td><td>break → broke</td></tr><tr><td>fly → flew</td><td>grow → grew</td><td>blow → blew</td></tr><tr><td>draw → drew</td><td>smell → smelt</td><td>feel → felt</td></tr><tr><td>sleep → slept</td><td>eat → ate</td><td>make → made</td></tr></table>						am / is → was	are → were	do / does → did	have / has → had	sell → sold	tell → told	drink → drank	swim → swam	ring → rang	sing → sang	run → ran	come → came	become → became	drive → drove	ride → rode	write → wrote	take → took	give → gave	get → got	forget → forgot	fall → fell	speak → spoke	choose → chose	break → broke	fly → flew	grow → grew	blow → blew	draw → drew	smell → smelt	feel → felt	sleep → slept	eat → ate	make → made
am / is → was	are → were	do / does → did																																				
have / has → had	sell → sold	tell → told																																				
drink → drank	swim → swam	ring → rang																																				
sing → sang	run → ran	come → came																																				
become → became	drive → drove	ride → rode																																				
write → wrote	take → took	give → gave																																				
get → got	forget → forgot	fall → fell																																				
speak → spoke	choose → chose	break → broke																																				
fly → flew	grow → grew	blow → blew																																				
draw → drew	smell → smelt	feel → felt																																				
sleep → slept	eat → ate	make → made																																				
I went to school yesterday. Ali played football . They rode bikes last week. My father traveled_ last year.	I didn't go to school. Ali didn't play football . They didn't ride bikes . My father didn't travel last year.	Did you go to school ? Yes, I did . / No, I didn't . Did Ali play football ? Yes, he did . / No, he didn't . What did_ they ride_? They rode bikes . When did your father travel ? He traveled last year.																																				
الكلمات الدالة علي زمن الماضي البسيط : اليوم- الأسبوع- الشهر- السنة (الماضية) yesterday أمس - last (day - week - month - year) ذات مرة Once - في الماضي In the past - منذ (يومين - أسبوعين) ago (two days - two weeks) One day ذات يوم - Once upon a time يحكي أن In 1990 يعبر الماضي البسيط عن حدث تم في الماضي وأنهى تماما : Ex : I watched a good film on TV. last night . My friend bought a new car last week . My sister swam in the sea three weeks ago . I saw many monkeys when I went to the zoo . I didn't come because I was ill .																																						

The future simple

زمن المستقبل البسيط

Affirmative	الاثبات	Negative	النفي	Question	السؤال
will (' ll) shall	المصدر	won't shan't	المصدر	Will Shall	الفاعل المصدر
				Yes, will / shall No, won't / shan't	

◀ نستخدم (shall) فقط مع (I , we) أما (will) فنستخدمها مع جميع الضمائر .

I will come tomorrow .	I won't come tomorrow .	Will you come tomorrow ? Yes, I will . / No, I won't .
I will travel next week .	I won't travel next week .	When will you travel ? I'll travel next week .

شكل آخر للمستقبل

am is are + going to + المصدر	am not isn't aren't + going to + المصدر	Am Is Are + S + going to + المصدر
I'm going to watch TV today . My friend is going to study .	I'm not going to watch TV today. My friend isn't going to study .	Are you going to watch TV ? Yes , I am . / No , I'm not . Is your friend going to study ? Yes , he is . / No , he isn't .

◀ الكلمات الدالة علي زمن المستقبل البسيط :

tomorrow (اليوم - الأسبوع - الشهر - السنة) القادمة next (day - week - month - year) غدا
soon (قريباً) hope / wish (يأمل / يتمنى) In the future (في المستقبل) In 2050

◀ نستخدم زمن المستقبل البسيط (will + inf) للتعبير عن فعل سوف يحدث في المستقبل
Ex: He **will travel** next week .
Ex: I think Ali **will come** soon.
◀ نستخدم زمن المستقبل البسيط للتعبير عن التنبؤ :
Ex: I'm hungry. I **will have** a sandwich.
◀ نستخدم زمن المستقبل البسيط للتعبير عن قرار مفاجئ :
Ex: There are dark clouds . It's **going to rain**. (will) بدلا من (be + going to + inf.)
◀ عند وجود دليل نستخدم (be + going to + inf.) أو (will + inf.) للتعبير عن النية :
Ex: I'm **going to study** English today.
I **will study** English today.
◀ لا نستخدم زمن المستقبل البسيط بعد الروابط الزمنية مباشرة وانما نستخدم زمن المضارع البسيط :
Ex: After I **finish** university , I **will have** a job. / When I **go** to Paris , I'm **going to buy** a new car.
◀ لا نستخدم زمن المستقبل البسيط للتعبير عن الحقائق العلمية :
Ex: If we **boil** water , it **turns** into steam (will turn) لا يجوز ان نقول

◀ يمكن ان نستخدم زمن المضارع المستمر (am / is / are + فعل + ing) للتعبير عن المستقبل (عندما يكون الحدث مؤكدا) .
Ex: My father has got a ticket. He **is traveling** next week .

The present continuous

زمن المضارع المستمر

Affirmative الاثبات	Negative النفي	Question السؤال
am is are am → ('m) is → ('s) are → ('re)	am not isn't aren't	Am Is Are Yes, ... (am / is / are). No, ... (am not / isn't / aren't).
I → am He She It اسم مفرد } is We You They اسم جمع } are	I → am not He She It اسم مفرد } isn't We You They اسم جمع } aren't	Am → I Is → He She It اسم مفرد } فعل +ing Are → We You They اسم جمع }
I'm eating fish now. Look ! Ali is playing football . Listen ! They're singing . I'm studying now .	I am not eating fish . Ali isn't playing football . They aren't singing . I'm not studying now .	Are you eating fish ? Yes, I am . / No, I'm not . Is Ali playing football ? Yes, he is . / No , he isn't . Are they singing ? Yes , they are . / No, they aren't . What are you doing now ? I'm studying now .

الكلمات الدالة علي زمن المضارع المستمر :

now الآن - at the moment في تلك اللحظة - Look ! انظر - Listen ! أستمع - today اليوم
This (day - week) هذا (اليوم - الأسبوع) - at the present time في الوقت الحالي
Be quiet ! كن هادئا - Watch out ! احترس - Be careful ! كن حريصا

يعبر زمن المضارع المستمر عن فعل يحدث الآن (لحظة الكلام) أو حدث مؤقت :

Ex : 1) My father is reading a newspaper at the moment .
2) Look ! My friend is climbing a tree . 3) We are having exams this week .

يعبر زمن المضارع المستمر عن فعل يحدث تدريجيا :

Ex : Air pollution is increasing very fast .

بعض الأفعال لا يمكن أن نستخدمها في الأزمنة المستمرة (لا نضع عليها ing) :

like / love يحب - see يري - hear يسمع - have يمتلك - think / believe يعتقد - feel يشعر -
understand يفهم - prefer يفضل - hope / wish يتمنى - seem / appear يبدو - smell يشم - taste يتذوق
sound يبدو من صوته - want يريد - need يحتاج - know يعرف - cost يكلف - own يمتلك

هذه الأفعال نسميها أفعال لا ارادية (لا يوجد فيها مجهود) ونستخدمها في زمن المضارع البسيط :

Ex : I hear a loud sound now .

إذا كان هناك مجهود يمكن أن نستخدم معها مضارع مستمر :

Ex : The food tastes delicious. (بدون مجهود) / The cook is tasting the food now. (يوجد مجهود)

Affirmative الأثبات	Negative النفي	Question السؤال
was were فعل + ing	wasn't weren't فعل + ing	Was Were الفاعل فعل +ing Yes , ... was / were No, wasn't / weren't
I → was He She It اسم مفرد } was We You They اسم جمع } were	I → wasn't He She It اسم مفرد } wasn't We You They اسم جمع } weren't	Was → I Was He She It اسم مفرد } فعل +ing Were We You They اسم جمع }
I was eating fish at 6:00 yesterday . Ali was playing football . They were singing .	I wasn't eating fish at 6:00 yesterday . Ali wasn't playing football . They weren't singing .	Were you eating fish ? Yes, I was . / No, I wasn't . Was Ali playing football ? Yes, he was . / No ,he wasn't . Were they singing ? Yes , they were . / No, they weren't .

الكلمات الدالة علي زمن الماضي المستمر :

at 6:00 yesterday - الساعة السادسة أمس - all day yesterday - طوال اليوم أمس - While / As - بينما

يعبر زمن الماضي المستمر عن حدث كان مستمر في وقت معين في الماضي :

My father **was sleeping** at 12:00 last night .

It **was raining** all night yesterday .

While I **was walking** , I met my friend .

When I **saw** Ali , he **was playing** football .

عندما - When - بينما - While / As

ماضي بسيط

While / As

ماضي مستمر

My father **came** while I **was studying** . / While I **was studying** , my father **came** .

ماضي مستمر

When

ماضي بسيط

I **was riding** my bike when I **fell** down . / When I **fell** down , I **was riding** my bike .
I **fell** down when I **was riding** my bike .

ملاحظات :

بعد (While / As) نستخدم زمن الماضي المستمر اما بعد (When) يمكن أن نستخدم زمن الماضي المستمر أو زمن الماضي البسيط

الماضي المستمر يعبر عن حدث كان مستمر مدة طويلة اما الماضي البسيط يعبر عن حدث مفاجئ .

إذا كان هناك حدثان مستمران في نفس الوقت فنستخدم زمن الماضي المستمر .

Ex : **While** I **was studying** , my sisters **were playing** .

The present perfect

زمن المضارع التام

Affirmative	الأثبات	Negative	النفي	Question	السؤال
have has have → ('ve) has → ('s) have / has played have / has lived have / has gone	التصريف الثالث	haven't hasn't haven't / hasn't played haven't / hasn't lived haven't / hasn't gone	التصريف الثالث	Have Has Have } Has } الفاعل played lived gone Yes, ... (have / has) No, ... (haven't / hasn't)	الفاعل
I We You They اسم جمع have He She It اسم مفرد has		I We You They اسم جمع haven't + P.P He She It اسم مفرد hasn't + P.P		Have I we you they اسم جمع + P.P Has he she it اسم مفرد + P.P	
I have already studied . My father has just gone out .		I haven't studied yet . My father hasn't gone out yet .		Have you already studied ? Yes , I have . / No, I haven't . Has your father gone out ? Yes , he has . / No, he hasn't .	
Have gone / Have been Have gone → (went but didn't return) ذهب ولم يعد Ex : My father has gone to Paris . (He is still in Paris) Have been → (went and returned) ذهب وعاد Ex : My father has been to Paris . (He isn't in Paris now)					
الكلمات الدالة علي زمن المضارع التام : just - حالا already - بالفعل for - لمدة since - منذ ever - من قبل never - أبدا yet - حتى الآن several / many times - مرات عديدة so far / up till now - حتى الآن lately / recently - منذ فترة بسيطة يستخدم هذا الزمن للتعبير عن حدث حصل في الماضي و انتهى قبل لحظات أو انتهى في الماضي و لازالت آثاره موجودة حتى الآن . Ex : I have lived in Cairo for six years . I have not visited him since 1995 . She has written three letters just now . He has made a great progress in the project . I have washed my car . (It looks lovely now) He is very hungry . He hasn't eaten anything since morning .					

Word الكلمة	Usage الاستخدام	Example أمثلة
Just توا already بالفعل	◀ نستخدمهم في الإثبات (بين have/ has والتصريف الثالث) ◀ يمكن أن نستخدم already في السؤال (للاستغراب عن سرعة انتهاء الحدث) .	He has just / already gone out . Have you already studied your lessons ?
ever من قبل never أبدا	◀ نستخدم ever في السؤال (بين الفاعل و التصريف الثالث) أو قد نستخدم في صيغة التفضيل . ◀ نستخدم never في الأجابة المنفية (للرد علي سؤال ever) ◀ لا نستخدم not (n't) قبل (never) .	-This is the best meal I've ever eaten. - Have you ever been to Paris ? No, I have never been to Paris . Yes , I went there last year . ◀ إذا استخدمنا كلمات دالة علي زمن الماضي البسيط فإننا نستخدم زمن الماضي البسيط .
yet حتي الآن	◀ نستخدم yet في نهاية الجمل الاستفهامية أو المنفية .	Have you finished yet ? No , I haven't finished yet .

Since

For

Since 6 : 00
Since Monday
Since 2003
Since yesterday
Since last (day / week / month / year)
Since last decade
Since last century
Since my birthday
Since World war II
Since morning
Since he came

For an hour (one hour) / two hours
For a day (one day) / two days
For five years .
For a day (one day) .
For a (day / week / month / year)
For ten years
For 100 years
For a long time لمدة طويلة
For ages لمدة طويلة
For a while / a moment للحظة
For a minute لدقيقة

◀ بعد (For) نستخدم مدة زمنية غير محددة (لا نعرف بدايتها أو نهايتها) :

Ex : I **have known** him **for** a long time .

◀ بعد (Since) نستخدم زمن محدد :

Ex : I **have known** him **since** 1995 .

قاعدة Since

مضارع تام

(Since)

ماضي بسيط

Ex : I **have Known** him **since** we **were** children .

I **haven't seen** him **since** he **traveled** .

(Since)

مضارع تام ، ماضي بسيط

Since he **traveled** , I **haven't seen** him .

◀ إذا كنا نتحدث عن فترة زمنية لم تنتهي بعد فإننا نستخدم زمن المضارع التام قبل وبعد (Since) .

مضارع تام

(Since)

مضارع تام

Ex : He **has missed** a lot of things **since** he **has traveled** abroad . (**He is still abroad**)

◀ للسؤال عن (Since , For) نستخدم (How long)

Ex : How long **have** you **visited** Paris ?

I **have visited** Paris **for** several times .

I **have visited** Paris **since** 1998 .

The past perfect

زمن الماضي التام

Affirmative	الأثبات	Negative	النفي	Question	السؤال
had → ('d) had played had lived had gone	التصريف الثالث	hadn't hadn't played hadn't lived hadn't gone	التصريف الثالث	Had الفاعل P. P Had + الفاعل + played lived gone Yes, ... (had) / No, .. (hadn't)	
I had done my homework .		I hadn't done my homework .		Had you done your homework ?	Yes , I had . / No, I hadn't .

الكلمات الدالة علي زمن الماضي التام:

بالكاد / بصعوبة **hardly/ scarcely** - بمجرد أن **No sooner** - حتي **till / until** - بمجرد أن **as soon as** - بعد **after**
عندما **when** - قبل **before / by the time**

نستخدم زمن الماضي التام للتعبير عن حدث تم قبل حدث آخر في الماضي :

Ex : He **was** hungry because he **hadn't eaten** his breakfast .

He **hadn't eaten** his breakfast so he **was** hungry .

I **found** the key which I **had lost** .

I **had hardly / scarcely done** my homework **when** I **went** to the club .

Hardly / Scarcely had I **done** my homework **when** I **went** to the club .

I **had no sooner done** my homework **than** I **went** to the club .

No sooner had I **done** my homework **than** I **went** to the club .

نستخدم زمن الماضي التام للتعبير عن أحداث سابقة في الكلام الغير مباشر وفعل القول يكون ماضي (**said/ told**) :

Ex : He **told** me that he **had done** his homework .

روابط زمنية ياتي بعدها ماضي تام (had + P.P) :

After - As soon as - Till / Until - No sooner - Hardly/ Scarcely

After my father **had got** money , he **bought** a new car .

My father **bought** a new car **after** he **had got** money .

ماضي بسيط ← ماضي تام
After ← ماضي بسيط ← ماضي تام

قبل (**Till / Until**) نستخدم ماضي بسيط منفي (المصدر + **didn't**) وبعدها ماضي تام (**had + P.P**) .

My father **didn't buy** a new car **till / until** he **had got** money .

روابط زمنية ياتي بعدها ماضي بسيط :

Before / By the time

Ex : **Before** my father **bought** a new car , he **had got** money .

My father **had got** money **before** he **bought** a new car .

ماضي بسيط ← ماضي تام
Before ← ماضي بسيط ← ماضي تام

بعد (**When**) يمكن أن نستخدم الماضي البسيط أو الماضي التام :

When I **had finished** my homework , I **went** to the club .

When I **went** to the club , I **had finished** my homework .

وأيضاً يمكن استخدام زمن الماضي البسيط في كلا الجملتين مع كل الروابط السابقة :

Ex: I **waited** **till** the train **came** . / **After** I **studied** , I **went** out .

Active & Passive

المبني للمعلوم و المبني للمجهول

لتحويل الجمل الخبرية من المبني للمعلوم (Active) إلى المبني للمجهول (Passive) نتبع الخطوات التالية :

be + V3
مع وجود أفعال مساعدة نستخدم :
be , being , been
مع زمن المضارع البسيط نستخدم :
am / is / are
مع زمن الماضي البسيط نستخدم :
was / were

١. المفعول به يصبح فاعلاً. (يعرف المفعول به بوجوده بعد الفعل مباشرة)

٢. نضع فعل يكون (Verb to be) في نفس زمن الجملة مناسباً للمفعول به.

٣. ضع الفعل الرئيسي في التصريف الثالث.

٤. نضع الفاعل مسبقاً بـ (by) وقد يشطب إذا كان ضميراً

٥. أي زيادة في الجملة يوضع كما هو في نهاية الجملة دون تغيير.

◀ يصرف فعل Verb to be مع الأزمنة المختلفة كما يلي :

am, is, are	Present Simple	المضارع البسيط
was, were	Past Simple	الماضي البسيط
shall be. will be	Future Simple	المستقبل البسيط
am being, is being, are being	Present Continuous	المضارع المستمر
was being, were being	Past Continuous	الماضي المستمر
has been. have been	Present Perfect	المضارع التام
had been	Past Perfect	الماضي التام
can be, could be, may be, might be, must be, ought to be	Modal Verbs	مع الأفعال الناقصة

Examples

Active	مبنى للمعلوم	Passive	مبنى للمجهول
Ali writes letters everyweek .		Letters are written (by Ali) everyweek.	
She wrote a letter yesterday.		A letter was written (by her) yesterday.	
Saif will buy a car next year .		A car will be bought (by Saif) next year.	
Khaled is helping Ahmed now.		Ahmed is being helped (by Ali) now.	
She has already eaten the apple.		The apple has already been eaten .	
You should study your lessons .		Your lessons should be studied .	

Causative السببية

V3 + المفعول + (حسب زمن الحدث) have + الفاعل (صاحب الشئ)

الجملة العادية	جملة السببية
My sister makes me cake.	I have cake made .
My sister made me cake.	I had cake made .
My sister's making me cake.	I'm having cake made .
My sister was making me cake.	I was having cake made .

الجملة العادية	جملة السببية
My sister will make me cake.	I'll have cake made .
My sister has just made me cake.	I've just had cake made .
My sister had made me cake.	I had had cake made .
My sister's going to make me cake.	I'm going to have cake made .

Adjectives الصفات

صفات قصيرة المقطع

Positive	Comparative	Superlative
Old	Older than	The oldest
Nice	Nicer than	The nicest
Big	Bigger than	The biggest
Happy	Happier than	The happiest

* عند المقارنة بين اثنين في صفة قصيرة المقطع :
 (١) نضيف **er** للصفة .
 (٢) نضع **than** بعد الصفة .
 Ex : The elephant is bigger **than** the lion .

* عند المقارنة بين أكثر من اثنين في صفة قصيرة المقطع :
 (١) نضع **the** قبل الصفة .
 (٢) نضيف **est** للصفة .
 Ex : The blue whale is **the** biggest animal .

صفات طويلة المقطع

Exciting	More exciting than	The most exciting
Beautiful	More beautiful than	The most beautiful
Expensive	More expensive than	The most expensive

* عند المقارنة بين اثنين في صفة طويلة المقطع :
 (١) نضع (**more / less**) قبل الصفة .
 (٢) نضع **than** بعد الصفة .
 Ex : Football is **more** exciting **than** handball .

* عند المقارنة بين أكثر من اثنين في صفة قصيرة المقطع :
 (١) نضع (**the most / the least**) قبل الصفة .
 Ex : Football is **the most** exciting sport .

صفات شاذة

Positive	Comparative	Superlative
Bad / ill سئ / مريض	Worse than أسوأ من	The worst الأسوأ
Good / well جيد / بخير	Better than أفضل من	The best الأفضل
Many / Much كثير للعدد / كثيرة للكمية	More than أكثر من	The most الأكثر
Little قليل للكمية	Less than أقل من	The least الأقل
Far بعيد	farther than أبعد من (للمسافة) further than أبعد من (للوقت)	The farthest (أبعد) للمسافة The furthest (أبعد) للوقت

ملاحظات

- (١) نستخدم الصفة العادية (**old / exciting**) :
 - بين (**as..... as**) للتعبير عن التساوي في الصفات وعند النفي نستخدم (**not as / so as**) :
 EX : Ali is **as tall** as Ahmed . / Ali isn't **so short** as Omar .
- بين (**so that / such that / too to**) :
 Ex : He's **so clever** that he gets high marks . / He's **such a clever** boy that he gets high marks.
 The tea is **too hot** to drink .
- قبل **enough** :
 Ex : The tea isn't **hot** enough to drink .
- (٢) يمكن أن نستخدم (**much / little**) قبل صفة المقارنة بين اثنين (**much taller / much more exciting**) :
 Ex : My friend is **much older than** me .

(3) عند التعبير عن المقارنة المتوازية نستخدم ← صفة المقارنة بين اثنين وقبلها (The er / more) The .

Ex : The more you study , the more marks you will get .

The more you do sports , the happier you will be .

(4) يمكن أن نستخدم زمن المضارع التام مع صفة المقارنة بين أكثر من اثنين .

Ex : It is the highest mountain I have ever seen .

It is the best meal I have ever eaten .

(6) عند استخدام الظروف المنتهية ب (ly) في المقارنة فأننا نعتبرها مثل الصفات الطويلة (أي نستخدم معها more / most)

Ex : Ali runs more quickly than Ahmed .

▶ لاحظ أن قبل الظرف نستخدم فعل أساسي (runs) أما قبل الصفة نستخدم فعل يكون (am / is / are) أو فعل من أفعال الحواس (feel / look / seem) .

Ex : Ali is quicker than Ahmed .

Ali seems quicker than Ahmed .

Adverbs

الظروف

نكون الظرف بأضافة (ly) للصفة

ظروف شاذة

الصفة	الظرف
quick سريع	quickly بسرعة
careful حريص	carefully بحرص
simple بسيط	simply ببساطة
happy سعيد	happily بسعادة
dramatic هائل	dramatically بشكل هائل

الصفة	الظرف
good جيد	well بطريقة جيدة
early مبكر	early مبكرا
late متأخر	late متأخرا
hard صعب	hard بجد
fast سريع	fast بسرعة

الفرق بين الصفة والظرف

Adverb الظرف	Adjective الصفة
الظرف يصف : (1) الفعل الأساسي He can run very quickly . الصفة He is very happy today . (3) الجملة الكاملة Really , it is a nice city . الظرف يأتي بعد الفعل الأساسي (quickly) أو قبل الصفة (very) أو بداية الجملة (Really) لا نستخدم الظرف بعد : (فعل يكون Be أو أفعال الحواس Look / seem ... أو فعل يصبح become / get) .	الصفة تصف الاسم وتأتي قبله : Ex : He is a rich man . الصفة تأتي أيضا بعد : (1) فعل يكون (be / am / is / are / was / were) Ex : My friend was happy yesterday . (2) أفعال الحواس : (seem / look / appear / smell / taste / sound / feel) Ex : The food tastes delicious . (3) فعل يصبح (become / get) : Ex : My friend got ill yesterday . (4) فعل يعمل (make) : Ex : The film made me happy . (5) فعل يجد (find) : Ex : I found the film interesting .

ترتيب الصفات Order Of Adjectives

Opinion رأي	Size حجم	Age عمر	Shape شكل	Color لون	Nationality أصل (origin)	Material مادة	Purpose الغرض
silly, beautiful, horrible, difficult	tiny, small, huge, little	ancient, new, young, old	square, round, oval, flat	blue, pink, reddish, grey	French, American, eastern, Greek	wooden, metal, cotton, paper	sleeping, roasting

يمكن أن نستخدم الكلمات التالية قبل الصفات :

(very , so , extremely , too / fairly, quite, pretty, rather, a bit and a little) .

Nouns الأسماء

countable معدودة		uncountable غير معدودة
singular مفرد	plural جمع	ليس لها مفرد أو جمع
a boy / a man	boys / men	water

Spelling Rules for plurals قواعد إملاء الجمع

نكوّن الجمع بأضافة "s" للاسم المفرد

Singular	a horse
Plural	horses

الأسماء التي تنتهي بالحروف (s, sh, ch, z, x) نضيف لها (es)

Singular	Match	Bus	Dish	Box
Plural	Matches	Buses	Dishes	Boxes

الأسماء التي تنتهي بحرف (y) وسبقه حرف ساكن ، نحذف ال (y) ثم نضيف (ies) .

Singular	Plural
city	cities

الأسماء التي تنتهي بحرف (y) مسبقا بحرف متحرك نترك ال (y) ثم نضيف لها (s) .

Singular	Plural
boy	boys

الأسماء التي تنتهي بحرف (o) وسبقه حرف ساكن ، نضيف (es) .

Singular	Plural
potato	potatoes
tomato	tomatoes

الأسماء التي تنتهي بحرف (o) وسبقه حرف متحرك نضيف (s) فقط .

Singular	Plural
radio	radios
zoo	zoos

الأسماء التي تنتهي بحرف (f) أو (fe) نقلب ال (f) أو (fe) الي (v) ثم نضيف (es) .

Singular	Shelf	Knife	thief
Plural	Shelves	Knives	thieves
cliff → cliffs شواذ :			

الأسماء المركبة تجمع حسب الاسم الأخير

Singular	Classroom	policeman
Plural	classrooms	policemen

Singular	cactus	Oasis	criterion	curriculum	formula	bureau
Plural	cacti	Oases	criteria	curricula	formulae / formulas	bureaus / bureaux

هناك أسماء لا تتغير (المفرد مثل الجمع) ← deer , fish , sheep

◀ هناك بعض الأسماء الشاذة :

Singular	Plural
man رجل	men رجال
woman امرأة	women نساء
child طفل	children أطفال
person شخص	people (persons) أشخاص / ناس
foot قدم	feet أقدام
tooth سنة	teeth أسنان
goose وزه	geese أوز
Ox ثور	Oxen ثيران
mouse فأر	mice فئران
louse قملة	lice قمل

الأسماء الغير معدودة Uncountable Nouns

◀ لا نضيف لها (s) أو (es) ولا نضع قبلها (a , an) وهي أسماء تعبر عن السوائل أو الكميات أو أسماء معنوية .

flour دقيق	food طعام	oil زيت	rain مطر
salt ملح	fish سمك	blood دم	steel حديد
butter زبد	chicken لحم الدجاج	music موسيقى	grass عشب
sugar سكر	water ماء	hair شعر	wood خشب
rice رز	tea شاي	knowledge معرفة	sand رمل
bread خبز	coffee قهوة	information معلومات	gold ذهب
cheese جبن	juice عصير	furniture مفروشات	glass زجاج
meat لحم	milk حليب	snow - ice ثلج	paper ورق

◀ جميع الأسماء الغير المعدودة تعامل معاملة المفرد .

Ex : Water **is** important for our growth.

Milk **has** proteins.

◀ و لكن لو وضعت كلمات تدل على الكمية قبل الاسم الغير معدود فإنه يعامل معاملة الجمع .

Ex: Two cups of tea **are** not enough for me.

Five liters of oil **do** not operate this machine.

محددات الأسماء (ما يأتي قبل الأسماء) Noun Quantifiers

الاسم المفرد singular	الاسم الجمع plural	الاسم الغير معدود Uncountable (water , tea , coffee)
A / an (one)	two / three ... / Both	
The	The	The
Every / Each كل Each boy plays soccer. Each plays soccer. Every boy plays soccer.	All كل / most معظم A lot of (lots of) / Plenty of some أي / بعض enough كافي many / more / several / a number of كثير A few / few / fewer قليل	All كل / most معظم A lot of (lots of) / Plenty of some أي / بعض enough كافي much / more / a great deal of a quantity of / a mount of / a bit of A little / little / less قليل

استخدام (some / any)

السؤال (حسب نوع السؤال)	النفي (any)	أثبات (some)
Do you have any books ?	I don't have any books.	I have some books .
Would you like some juice ?	I wouldn't like any juice .	I'd like some juice .
Can I have some milk ?	I don't want any milk .	I want some milk .

استخدام (many / much / a lot of)

السؤال (many / much)	النفي (many / much)	أثبات (a lot of)
Do you have many books ?	I don't have many books.	I have a lot of books .
Would you like much juice ?	I wouldn't like much juice .	I'd like a lot of juice .

صفات الإشارة Demonstrative adjectives

	اسم مفرد	اسم جمع	Examples
قريب	This	These	This is my book. / These are my shoes.
بعيد	That	Those	That bird in the sky is flying fast.

آخر / آخرون Another / Other

اسم لا يعد	اسم جمع	اسم مفرد	Examples
Other	Other boys / others	another	I want another cup. / Other people disagree.
The other	The other boys / The others	The other (boy)	Where's the other boy ? Where are the other boys ?

لأكثر من اثنين One another وبين اثنين each other ونستخدم الاثنين عندما يكون العدد غير محدد (We love each other)

Definite & Indefinite Articles

(The) تستخدم كأداة للتعريف.

(a / an) تستخدمان كأدوات نكرة.

a book – a pen – a tree – a car – a man - a girl

نضع a قبل الأسماء التي تبدأ بحرف ساكن.

an apple – an egg – an ice cream – an orange (a , e , i , o , u) نضع an قبل الأسماء التي تبدأ بحرف متحرك

أستخدام (a / an)

قبل الأسماء المفردة المعدودة.	a table - an egg
قبل الوظيفة أو مجموعة معينة من الناس أو الجنسية.	He is an engineer. She is an English women.
بمعنى "كل"	He washes his hands four times a day.
شواذ	حروف صامتة (h / E) أذا نطقنا u ← a نضع (an umbrella) أذا نطقنا u ← y نضع (a university)
نضع (a / an) فقط حسب النطق .	

أستخدام (The)

الاسم الذي لا يوجد منه سوى نوع واحد فقط.	The Ka'aba / The sun / The earth / The universe / The world / The sky
أسماء الأنهار و البحار والمحيطات والخلجان والجبال والصحاري والجزر	The Arabian Gulf / The River Nile / The Red Sea / The Pacific Ocean / The Alps / The Sahara desert
مع الاتجاهات	The north / the south / The east / The west
مع ظروف المكان	The top / The bottom / The left / The right / The centre / The middle / The corner
نستخدم أداة التعريف أل مع الاسم الذي ذكر للمرة الثانية	I saw a man. The man was young .
مع الأشياء المعروفة	The president / The manager / The door / The roof / The police / The army / The country
مع الأماكن المشهورة	The airport / The museum / The club
أسماء الآلات الموسيقية.	The piano / The drum / The oud / The guitar
قبل جملة الوصل (التي تحتوي علي ضمير وصل مثل Who)	I know the boy who took your bike .
قبل (Of) أو الجملة الوصفية	The name of .../ The winner of.../ The capital of
قبل الصفات (عند المقارنة بين أكثر من اثنين)	The tallest / The most exciting
مع أرقام الترتيب	The first / The second / The third / The fourth
مع بعض الكلمات	The radio / The internet / The end / The same

حالات عدم استخدام (The)

قبل بعض الأماكن (إذا استخدمناها بشكل عام)	home / bed / hospital / school / college / university / prison /....
◀ إذا استخدمنا هذه الأماكن بشكل خاص فأننا نستخدم (The) : Ex : I go to school (بشكل عام) / My father came to the school yesterday . (بشكل خاص)	
قبل الوجبات الغذائية (بشكل عام)	Breakfast / lunch / dinner
◀ إذا كنا نتحدث عن وجبة معينة فأننا نستخدم (The) : The lunch in this restaurant will be very delicious .	
قبل الدول والمدن والقارات	France / Egypt / Cairo / Dubai / South America
◀ نستخدم (The) قبل أسماء الولايات والجمهوريات والممالك : The U.A.E. / The K.S.A. / The U.S.A. / The U.K. (The united kingdom)	
قبل أسماء الشوارع والميادين والطرق	Times Square / Hope Street / Dubai Road
قبل المواد الدراسية	English / Math / IT / Arabic / History
قبل الظروف الزمنية	tomorrow / yesterday / last (day ...) / next (day ...)
قبل الرياضات	Football / tennis
قبل أيام الأسبوع وشهور السنة	Monday / April / May
قبل الأسماء الغير معدودة (إذا استخدمناها بشكل عام)	music / water / work / life / weather / fish
◀ إذا استخدمنا الأسماء الغير معدودة بشكل خاص (محدد) فأننا نستخدم (The) : Ex : I don't like cold weather. (بشكل عام) / The weather is cold today . (بشكل خاص)	

MR . Sherif



Conjunctions

Reason سبب	جملة كاملة Because / As / Since / For لأن	عبارة Because of / Due to / As a result of On account of بسبب / نتيجة ل	أمثلة Examples
			• He didn't come because he was ill . • He didn't come because of his illness / being ill. • I didn't go out due to the cold weather.
Contrast تناقض	Although Though Even though بالرغم من	Despite / In spite of بالرغم من	• Although he is poor, he is happy. • He is happy though he is poor . • Despite being poor , he is happy . • In spite of his poverty , he is happy.
	Nevertheless However مع ذلك But ولكن		• He is poor. Nevertheless, he is happy. • He is poor. However, he is happy. • He is poor but he is happy .

Result نتيجة	So → (جملتان متصلتان) Thus / Therefore / As a result / consequently → (جملتان منفصلتان)	• He was ill so he didn't go to school . • He didn't study . As a result , he failed the exam .
	So ظرف that صفة عادية / ظرف Such a / an اسم مفرد + صفة عادية that مصدر الفعل + صفة عادية enough to + فعل enough for + فعل + ing	• The exam was so difficult that I couldn't answer it . • It was such a difficult exam that I couldn't answer it .

Purpose الغرض	جملة كاملة in order that So that لكي	مصدر الفعل To / in order to So as to لكي In order not to So as not to لكي لا	أمثلة Examples
			• I study hard so that I can get high marks • I study hard so as to get high marks . • I study hard in order not to fail the exam .
	For من أجل	عبارة + فعل ing	• I study hard for good marks . • I study hard for getting good marks.

Manner الطريقة	as, as if, as though كما لو كان	Examples
		• He speaks as if he were a king. • It looks as if it would rain.
		لاحظ استخدام (were) بدلاً من (was) لأنها غير حقيقية و مجرد خيال . لاحظ استخدام (would) بدلاً من (will) لأنها غير حقيقية و مجرد خيال .

إذا / لو (الجمل الشرطية) (If (Conditional sentences)

الحالة	فعل الشرط	فعل جواب الشرط
Zero Conditional	مضارع بسيط inf. / V + s don't / doesn't + inf.	للتعبير عن شيء حقيقي (حقيقة علمية أو عادة عامة) مضارع بسيط inf. / V + s don't / doesn't + inf.
		Ex : If I eat fish , I get ill . If we heat water , it boils .
First Conditional	مضارع بسيط inf. / V + s don't / doesn't + inf.	للتعبير عن شيء محتمل الحدوث في المستقبل . will ('ll) / won't can / can't shall / shan't may / may not must / mustn't inf. (مصدر الفعل)
		Ex : If it rains , I won't go out . If I have money , I will buy a new car . شواذ (١) نستخدم مصدر الفعل للتعبير عن الأمر في جملة جواب الشرط (والفاعل يكون محذوف) . Ex : If you meet Ahmed , tell him about the party . (٢) يمكن أن نعبر عن النصيحة في جملة جواب الشرط باستخدام أفعال ناقصة في المضارع مثل : (should , have to / has to , ought to , must) Ex : If you are ill , you should go to the doctor .
Second Conditional	ماضي بسيط ed / شاذ didn't + inf.	للتعبير عن مواقف خيالية أو شيء مستبعد الحدوث في المضارع . would ('d) / wouldn't could / couldn't might / might not inf. (مصدر الفعل)
		Ex : If I were a bird , I would fly . If I had money , I would buy a new car .
Third Conditional	ماضي تام had + p.p hadn't + p.p	للتعبير عن اللوم أو العتاب أو عن استبعاد حدوث فعل في الماضي . would ('d) / wouldn't could / couldn't might / might not have + p.p
		Ex : If I had studied hard , I would have succeeded . If I had had money , I would have bought a car .

Unless

إذا لم

مثل حالات If ولكنها تشير للنفي (لا نضع بعدها not)

Ex : Unless you **study** , you **won't** pass the exam . (If you **don't** study , you **won't** pass the exam) .

التعبير عن الندم أو التمني المستحيل Expressing Regret / far wish

Present	Past
عند التمني أو الندم في المضارع نستخدم الماضي البسيط	عند التمني أو الندم في الماضي نستخدم الماضي التام
I wish I were a bird. / If only I were a bird.	I wish I had studied my lessons.
If only I knew how to drive a car.	If only I had woken up early.
I wish you wouldn't arrive late all the time.	

Compound Sentences الجمل المركبة

Connectors الروابط	أمثلة Examples
For لأن	He loves Science for he wants to be a scientist.
And و	She went shopping and she bought vegetables.
Nor ولا	They haven't relaxed nor have they studied.
But ولكن	He studied hard but he failed the exam.
Or أو	You can join a university or you can have a job.
Yet ولكن	He got up late yet he slept early.
So ولذلك	He studied hard so he got high marks.

جمل مثبتة

Paired Connectors	Examples
Both and كلا من (play) دائما يأتي بعدهم فعل لصيغة الجمع	- Both Reem and her sisters play tennis. - Both Ali and Saif play soccer.
Not only but also / as well ليس فقط ولكن أيضا	- Not only Reem but also her sisters play tennis. - Not only has she succeeded but also / as well she has got high marks. - تذكر ان نسبق الفعل المساعد علي الفاعل not only
And also (فاعل + فعل مساعد مثبت) (فاعل + فعل مساعد مثبت) so ,	- Reem plays tennis and also do her sisters. - Reem plays tennis , so do her sisters.
And (فاعل + فعل مساعد مثبت) too	- Reem plays tennis and her sisters do too .

جمل منفية

Neither nor ليس ولا الفعل يأتي حسب الفاعل بعد (nor)	- Neither Reem nor her sisters play tennis. - Neither Reem nor her sister plays tennis.
and neither (فاعل + فعل مساعد مثبت) neither (فاعل + فعل مساعد مثبت) يمكن استخدام (nor) بدلا من (neither)	- Reem doesn't play tennis and neither do her sisters. - Reem doesn't play tennis , neither do her sisters.
And (neither + not) either (فاعل + فعل مساعد + فاعل)	- Reem doesn't play tennis and her sisters don't either .

جمل للتعبير عن خيارين

Either or اما أو الفعل يأتي حسب الفاعل بعد (or)	Either Moza or her sister feeds the cat.
---	--

جمل للتعبير عن التحذير

Or / Otherwise والّا	Hurry up, otherwise / or you will miss the bus.
-----------------------------	--

None (not one / no one / nothing)

- **None** of the students want / wants to take exams.
- I wanted some coffee, but there was **none** left.

يمكن ان نستخدم فعل لصيغة المفرد (wants) أو لصيغة الجمع (want) بعد **none** ولكن الأفضل أن نستخدم فعل لصيغة المفرد (wants)

Ex: **Neither** of my parents lives with me.

نستخدم (**Neither**) عند التحدث عن اثنين ولا نستخدم (**none**)

Prepositions of Time

in	a period of time in 2003 / in July / in the winter – summer – spring-fall (autumn) / in the morning – afternoon - evening / in the middle of the day / in three hours / in a few weeks يستخدم للتحدث عن فترة زمنية (سنة / شهر / موسم)
on	For days and dates: on my birthday / on July 4th / on Saturday / on Tuesday afternoon / on holiday / on weekend للأيام والتواريخ
at	A point in time: at 4 o'clock / at 10:45 / at breakfast- lunch - dinner at the moment / at the same time / at night / at noon / at the weekends يستخدم للتحدث عن نقطة زمنية (ساعات / وجبات يومية) أو مع بعض التعبيرات :

Prepositions of place

in	in a room / in Dubai / in Egypt / in a taxi يستخدم للتحدث عن أماكن تحوطنا أو أماكن مغلقة :
on	on the wall / on the table / on a tree / on a field / on a plain / on a farm للتحدث عن أشياء فوق أشياء أخرى أو للتحدث عن أماكن مفتوحة :
at	at the bus stop / at the doctor's / at school / at the end of the road / at the mall / at the door / at home يستخدم للتحدث عن أماكن نذهب إليها لنرى الناس أو نفعل شيء :

Prepositions of place حروف جر للمكان

over فوق	below / under / beneath تحت	in the middle / centre في الوسط
behind خلف	in front of أمام	on the corner في الركن / في الزاوية
near / by بجوار / قريب	far away from بعيد عن	across from عبر / في الجانب الآخر من
inside داخل	outside خارج	
at the top في الأعلى	at the bottom في الأسفل	

يستخدم حرف الجر **by** للتعبير عن وسائل المواصلات :

by bus / by car / by taxi بالباص / بالسيارة / بالتاكسي
on foot سيراً على الأقدام

Prepositional verbs

consists of / approve of / think of	get into يركب get off ينزل
believe in / succeed in / persist in	Turn on يفتح Turn off يغلق
concentrate on / focus on / depend on / rely on / insist on	put on يلبس / يضيئ put off يؤجل / يطفى / يخلع
laugh at / look at / point at	
talk about / complain about / worry about / ask about / speak about / hear about / think about / wonder about	
wait for / apologize for / pay for / ask for	

Noun + Preposition

a cheque for / a demand for / a need for / a reason for
an advantage of / A disadvantage of / a cause of / a photograph of / picture of / a map of / a plan of / a drawing of
an increase in / a rise in / a decrease in / a fall in
a damage to / an invitation to / a solution to / a key to / an answer to / a reply to / a reaction to / an attitude to
a relationship with / a connection with / a contact with
A relationship between / a connection between / a contact between / a difference between

Adjectives + Preposition

afraid of / frightened of / proud of / aware of / tired of / sick of / sure of / certain of
good at / better at / bad at / annoyed at
famous for / dangerous for / responsible for
fond of interested in
furious with / angry with / familiar with
excited about / worried about / upset about / nervous about / happy about

أفعال ناقصة Modal Verbs

أفعال ناقصة تدل على القدرة Modals of Ability

	Affirmative	Negative	Question
Present	can + inf. Ex : He can swim . (am / is / are) able to + inf. Ex: He's able to swim .	cannot (can't) + inf. Ex : He can't swim . (Am / is / are) not able to + inf. EX: He's not able to swim .	Can + الفاعل + inf. ? Ex: Can he swim ? Am / Is / Are + الفاعل + able to + inf. ? Ex: Is he able to swim ?
Past	could + inf. Ex : He could swim last day. (was / were) able to + inf. Ex: He was able to swim .	could not (couldn't) Ex : He couldn't swim last day. (was / were) not able to + inf. Ex: He wasn't able to swim .	Could + الفاعل + inf. ? Ex : Could he swim last day ? Was / Were + الفاعل + able to + inf. ? Ex : Was he able to swim ?
Future	will be able to + inf. Ex: He'll be able to swim .	won't be able to + inf. Ex: He won't be able to swim .	Will + الفاعل + be able to + inf. ? Ex: Will he be able to swim ?

أفعال ناقصة تعبر عن الالتزام Modals of Obligation

	Affirmative	Negative
Present	Must + inf. You must come on time .	Mustn't + inf. You mustn't smoke here.
Past	had to + inf. / must have + V3 You had to come on time yesterday. I failed the exam. I must have studied .	didn't have + inf. / mustn't have + V3 You didn't have to come on time yesterday. I failed the exam. I mustn't have played .

أفعال ناقصة تعبر عن الضرورة Modals of Necessity

	Affirmative	Negative
Present	have to / has to + inf. You are fat. You have to go on a diet. He is fat. He has to go on a diet. have got to / has got to + inf. You have got to go on a diet. need to + inf. You need to study for your exam.	(don't / doesn't) have to + inf. -You are thin. You don't have to go on a diet. - He is thin. He doesn't have to go on a diet. haven't got to / hasn't got to + inf. You are thin. You haven't got to go on a diet. needn't to + inf. / don't need to + inf. -There is no exam. You needn't to study . / You don't need to study . للتعبير عن شيء غير ضروري ولا أفعله دائما في الحاضر نستخدم : (don't need to + inf.) ولا نستخدم needn't to . - My eyesight is good. I don't need to wear glasses.
Past	had to + inf. He was ill. He had to take medicine. had got to + inf. He had got to take medicine. Need have + p.p. We need have booked a table. The restaurant is full.	didn't have + inf. He was well. He didn't have to take medicine. hadn't got to + inf. You hadn't got to take medicine. Needn't have + V3 / didn't need to + inf. - We needn't have booked a table. The restaurant is empty. -We didn't need to book a table . The restaurant is empty. للتعبير عن شيء غير ضروري ولم نفعله في الماضي نستخدم : (didn't need to + inf.) ولا نستخدم needn't have + V3 - We had much petrol so we didn't need to stop.

أفعال ناقصة تعبر عن النصح Modals of Advice

	Affirmative	Negative
Present	should + inf. ought to + inf. had better + inf. Ex : You're tired. You should rest .	shouldn't + inf. oughtn't to + inf. had better not + inf. Ex: You're fat. You shouldn't drink pop.
Past	should have + V3 ought to have + V3 Ex: He was tired. He should have rested . He was tired. He ought to have rested .	shouldn't have + V3 / oughtn't to have + V3 Ex: He made an accident. He shouldn't have driven very fast. He made an accident. He oughtn't to have driven very fast.

أفعال ناقصة تدل على الاستنتاج أو الاحتمال Modals of Possibility / Probability / deduction

Degrees of certainty	Present	Past
Very sure متأكد جدا	Must be He looks tired. He must be ill.	must have been He looked tired. He must have been ill.
Quite sure متأكد الى حد ما	May be He isn't here. He may be at home.	may have been He didn't come. He may have been at home.
Not sure غير متأكد	might be / could be I'm not sure . He might be ill .	might have been / could have been Ali didn't come. He might have been ill.

عندما نكون متأكدين بنسبة ١٠٠% فإننا نستخدم فعل يكون (am / is / are / was / were)
نستخدم (can't be) للاستنتاج المنفي في المضارع و (can't have been) للاستنتاج المنفي في الماضي .

Ex : Ali **is** in the class. He **can't be** absent.

Ali **was** in the class. He **can't have been** absent.

أفعال ناقصة للتنبؤ Modals Of Prediction

Affirmative	Negative
Will ('ll) I think it will rain. (Am / is / are) going to + inf. It's cloudy. I believe it's going to rain.	won't I think it won't rain. (am / is / are) not going to + inf. It's not cloudy. It's not going to rain.

أفعال ناقصة للطلب : Making requests (Modal + you)

Formal /	Could you give me your book , please ? / Would you give me your book , please ?
Informal	Can you give me your book ?

أفعال ناقصة للأستئذان : Modals of Permission (Modal + I / We)

Formal / Polite	Could I have some tea , please ? / May I have some tea , please ? Shall I have some tea , please ?
Informal	Can I have some tea , please ?

أفعال ناقصة للتعبير عن العادات : Modals to express habits

Present	Will ('ll) When we go to Paris , we 'll often eat in restaurants.
Past	Would ('d) + inf. When we went to Paris , we would often eat in restaurants.

الكلام المباشر والغير مباشر Direct & Indirect Speech

الجملة الخبرية	- Reem told me (that) she felt tired. - Ali said to me (that) he had been ill. - Reem said (that) she had studied .	(that) هو الرابط في الجملة الخبرية ويمكن حذفه . (said to / told) نستخدمهم إذا كان هناك مخاطب (me) (said) نستخدمها إذا لم يكن هناك مخاطب
الجملة الاستفهامية	- I wondered if she had won the race. - She asked me whether I would come . - He asked me where I was going .	(if / whether) هما الرابطان في السؤال بهل . نستخدم أداة الاستفهام نفسها كرابط في السؤال بأداة استفهام. (asked / wondered ..) أفعال قول تستخدم في السؤال الغير مباشر
الجملة الأمرية أو جملة النصح	- He told me to study . - He advised me not to eat sweets.	(to / not to + inf.) هما الرابطان في جمل الأمر والنصح. (told / advised ...) هي أفعال القول ولا بد أن يوجد مخاطب بعدهم

- تذكر أن نستخدم أزمنة في الماضي بعد أفعال القول (**told / said / asked / wondered**) وذلك في الجمل الخبرية والاستفهامية .
- في الجمل الأمرية وجملة النصح نستخدم المصدر بعد (**to / not to**) .

- لا نغير الأزمنة إذا كان فعل القول مضارع (says / asks / tells) :
Ex: He says he lives in UAE. (Says → lives)
لا نغير في الأزمنة إذا كان الكلام يدل على حقائق يومية أو حقائق علمية أو حكم :
Ex: My teacher said Time is gold. / It is said that eating an apple a day keeps the doctor away.

تحويل الأزمنة في الكلام الغير مباشر

كل زمن يتم تحويله الى الزمن الأقدم منه (مضارع يتحول الى ماضي والماضي يتحول الى ماضي تام)

Direct	Indirect
am / is / are	was / were
(am / is / are) playing	(was / were) playing
was / were	had been
(was / were)	had been
have / has	had
(have / has) played	had played
had	had had
had played	had played
don't / doesn't	didn't
(don't / doesn't) play	didn't play

Direct	Indirect
didn't + inf.	hadn't + V3
didn't play	hadn't played
play- plays	played
played	had played
Will / can / may ...	Would / could / might ...
Will play	would play
should + inf.	should have + V3
must + inf.	must have + V3
Ought to + inf.	Ought to have + V3
Should study	Should have studied

تحويل الظروف الزمنية وأسماء الأشارة

Direct	This	These	today	tonight	now	Yesterday / last	Tomorrow / next	 ago
Indirect	That	Those	That day	That night	then	The day before / The previous day	The day after / The following day	The before

البادئات Prefixes

نستخدم (un / in / im / il / ir / dis / anti / non) بمعنى (not) للتعبير عن عكس الكلمة :

unhappy / unreal / unable / unlucky / unfortunate / unmarried / unimportant / unwise / unsuitable
 inaccurate / incomplete / inefficient / inactive / inexact / inappropriate / inconvenient / indirect
 / insincere / incorrect / inability / informal
 improper / impolite / impossible / impatient / imperfect / impure / immaterial / immoral
 illegal / illiterate / illogical
 irregular / irrelevant / irrespective / irresponsible
 discover / dislike / disinfect / dishonest / disagree / disobey / disobedient / discontinue
 anti-smoking / anti-slavery / antibiotic / anti-racism
 nonsmoker / nonstop / nonsense / nonresident / nonstop

نستخدم (over) بمعنى زيادة عن اللزوم :

overcrowded / overpopulated / overwork / over time / over dose / overeat / oversleep

نستخدم (under / sub) بمعنى تحت أو أسفل :

subway / submarine / subordinate
 underground / under age / underline

اللواحق Suffixes

For people	ar (liar) / er (teacher) / eer (engineer) / or (visitor) / ist (scientist) / ent (president) / ant (assistant) / ian (musician)
Abstract nouns	tion (pollution) / ion (expression) / ure (creature) / ance (allowance) / ence (confidence) / ment (development) / ness (weakness) / ship (friendship) / dom (freedom) / hood (childhood) / th (growth) / t (weight) / ty (loyalty) / ity (ability) / y (delivery) / al (arrival)
Verbs	fy (beautify) / en (widen) / ise (advise) / ize (summarize) / ate (activate)
Adjectives	able (comfortable) / ful (careful) / less (careless) / ive (expensive) / ese (Chinese) / an (urban) / ian (Asian) / ant (ignorant) / ent (different) / ish (selfish) / ous (obvious) / y (windy) / ly (lovely) / ar (popular) / al (normal) ing (interesting) / ed (interested) الصفات التي تنتهي ب (ing) للأشياء والصفات التي تنتهي ب (ed) للأشخاص
Adverbs	ly (slowly - simply - happily - dramatically) / wards (forwards - backwards - towards)