

تم تحميل هذا الملف من موقع المناهج البحرينية

الملف جميع مقررات اللغة الانجليزية 202

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روابط مواقع التواصل الاجتماعي بحسب الصف الأول الثانوي



روابط مواد الصف الأول الثانوي على تلغرام

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المزيد من الملفات بحسب الصف الأول الثانوي والمادة لغة انجليزية في الفصل الثاني

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Unit 7 , Writing a report comparing two products (Layout)

Introduction:

At the request of Mr Ahmed Al-Ansari, the head of a big commercial firm in Bahrain, this report compares two top-of-the range Samsung galaxy tab s and Apple ipad air , and recommends one of them for usage in this company as it has many better features and specifications than the other.

Design:

The design of both devices is elegant and stylish, although Apple ipad Air is more functional and futuristic.

Weight:

Samsung Galaxy is heavier Apple ipad . Samsung Galaxy weighs 469g whereas Apple ipad Air weighs 465g

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Features:

If Samsung Galaxy is more practical and easy-to-use, still Apple ipad Air is better in other functions, and much more elegant in shape. In other words, “beauty outside, beast inside”.

Performance:

It is clear-cut that Apple ipad is distinguished by its high performance compared to Samsung Galaxy because it comes with a processor 1.9Ghz+1.3Hz , the resolution of Apple ipad air is 2,560x1.600 whereas Samsung Galaxy comes with resolution 2,048x1.5836 .

Conclusion and recommendation:

Though both devices are suitable for usage as they both have good features, the company should purchase Apple ipad Air as it seems to be more professional. Plus, it has a lot of positive reviews online, and, most importantly, is cheaper and reliable at the same time. Also, it has a five-star rating from an international magazine.

كتابة تقرير مقارنة بين منتجين)

Introduction

At the request of Mr ahmed, the head of a big commercial firm in Bahrain, this report compares two top-of-the-range laptops and recommends one of the two models to be used in the company as it has many better features and specifications than the other.

Design

Both laptops are attractive, stylish, and polished with a professional look. However, they have different rate from IT Magazine. Dell Inspiron 7000 has 3 stars rating whereas Mac book air has 5 stars rating. In addition, it has an illuminating keyboard.

Colours and Durability

Dell Inspiron comes with more numbers of colours, white, black, silver, red and yellow. However, Mac book air has only 3 colours; black, white and silver. Dell Inspiron is well-built with a powerful battery but, Mac book air is well built with strong construction as a result it is made to last.

Specifications

Both laptops have a 10th generation processor but, Mac air has a higher core than Dell Inspiron. In addition, Dell Inspiron has a bigger touch screen than Mac air. However, Mac air is provided with a high- resolution LED and backlit screen display. Furthermore, Mac air is faster than the Dell Inspiron as it has 8GB DDR3 RAM while Dell Inspiron has 6GB DDR3 RAM.

Conclusion and recommendation

Overall, the company should purchase Dell Inspiron 7000 for its strength and durability. It has a powerful battery and a higher screen resolution. These features are important qualities for the employees.

Signed:name.....,.....job.....

Date : :

، كتابة تقرير مقارنة منتجين)

الكمبيوتر المحمول ، كتابة تقرير مقارنة منتجين)

Introduction

At the request of Mr Tom Smith, the head of a large financial company, this report compares two top-of-the-range laptops and recommends one of the two models to be used in the company as it has many better features and specifications than the other.

Price and weight

The price of the two laptops differs significantly, as Mac book air 13 is more expensive than Dell Inspiron 7000. Mac book air costs 750 BD whereas the Dell Inspiron costs 400BD. As for weight, Mac book air 13 is lighter than Dell Inspiron 7000. Mac book air 13 weighs 1.9Kg while Dell Inspiron 7000 weighs 2.3 kg.

Design

Both laptops are attractive, stylish, and polished with a professional look. However, they have different rate from IT Magazine. Dell Inspiron 7000 has 3 stars rating whereas Mac book air has 5 stars rating. In addition, it has an illuminating keyboard.

Colours and Durability

Dell Inspiron comes with more numbers of colours, white, black, silver, red and yellow. However, Mac book air has only 3 colours; black, white and silver. Dell Inspiron is well-built with a powerful battery but, Mac book air is well built with strong construction as a result it is made to last.

Specifications

Both laptops have a 10th generation processor but, Mac air has a higher core than Dell Inspiron. In addition, Dell Inspiron has a bigger touch screen than Mac air. However, Mac air is provided with a high- resolution LED and backlit screen display. Furthermore, Mac air is faster than the Dell Inspiron as it has 8GB DDR3 RAM while Dell Inspiron has 6GB DDR3 RAM.

Conclusion and recommendation

Overall, the company should purchase Dell Inspiron 7000 for its strength and durability. It has a powerful battery and a higher screen resolution. These features are important qualities for the employees.

Signed:name.....,.....job.....

Date : :

Introduction

At the request of Mr. John Smith, the head of Gulf Air , this report compares two top-of-the-range headphones and recommends one of the two models to be used in the airline's First Class cabins.

Price

The Sonar Headphones 3001 is more expensive than the Kristal Clear Headphones. The Sonar costs 265 US \$ but the Kristal costs 180 US \$.

Weight

The Kristal Clear Headphone is a little bit lighter than Sonar Headphone 3001. Kristal Clear weighs 170 g Whereas Sonar 3001 weighs 185 g.

Design

Both are attractive and stylish, but they have different rate from Sound and Vision Magazine; Kristal has a 5-star outstanding rating whereas Sonar3001 has a 3-star rating. Kristal Clear is over-the-ear headphone, comfortable, easy adjustable with thin headband and you can wear it quickly. Sonar 3001 is on-the-ear headphone, comfortable, covers the whole ear but it is rather heavy and bulky , with a flexible plastic wrapped in soft leather headband , and strong cable.

Colours

Kristal clear has the same number of colours; Black ,metallic silver and red whereas Sonar 3001 has black , white and grey colours.

Sound

Sonar3001 has more powerful and deeper sound bass than Kristal Clear. Also, Sonar 3001 has good high-end sounds , lots of energy and power and it is best for electronic ,hard rock or urban music.

Noise

Kristal Clear is not as noisy as Sonar3001 as it does not leak out and annoy people whereas Sonar3001 just keeps away some outside noise which is not a strong feature of the headphones.

Durability

Kristal Clear is well made but the cable is a bit weak. However, Sona3001 is well built, with strong construction and is made to last.

Other features

Kristal Clear is provided with a unique sound system that reduces outside noise greatly. In addition , its headband is flexible and easy adjustable. As for Sonar3001, it has a control system on the cable as a result users can turn sound up and down. Furthermore, Sonar3001 has sponge pads on the headphones covered in soft leather which makes it so comfortable.

Conclusion and recommendation

Gulf Air should use Sonar3001headphones in their First-Class cabins as they are well constructed and have excellent bass and high-end sounds which make them better for the passengers. Moreover, they are better for our airways as they are cheap, have good sound quality and durable .

Signed : Mr. Ali Hasan , Purchasing Office

Date : 25 February ,2022

سماعه الاذن
، كتابة تقرير مقارنة منتجين)

Unit 7 , Writing a report comparing two products (Layout)

Introduction:

At the request of Mr. / Mrs.,(job), this report compares two top-of-the range(laptops),(A) ... and....(B)....., and recommends one of them for usage in(company)..... as it has many better features and specifications than the other.

Design:

The design of both(laptops).... is elegant and stylish, although(A).....is more functional and futuristic.

Price:

The price of both(laptops)..... is nearly the same / differs significantly/slightly:(A)..... costs, while(B)..... costs Therefore,(A / B)..... is more affordable.

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Weight:

.....(A)..... is heavier than / lighter than / the same weight as...(B)...(A)..... weighs, whereas(B)..... weighs / They are(kg) ..each.

Colour:

.....(A).....comes in different colours like black, white, blue, and silver, while(B)..... is available in black, white and grey only, which means(A / B).....will appeal to a wider range of customers.

Durability:

.....(A)..... is supposed to last for a long time. Similarly,(B)..... is made of strong materials and made to last. / However, ... (B)...is less durable than ... (A)...

Features:

If(A)..... is more practical and easy-to-use, still(B)..... is better in other functions, and much more elegant in shape. In other words, "beauty outside, beast inside".

Performance:

It is clear-cut that(A)....is distinguished by its high performance compared to(B).....because(EX. it is 10th generation, with 1TB hard disk, 8GB RAM, i7 processor, and a long-lasting battery).

Conclusion and recommendation:

Though both ...(laptops...) are suitable for usage as they both have good features, the(company....) should purchase ...(A) / (B).. as it seems to be more professional. Plus, it has a lot of positive reviews online, and, most importantly, is cheaper and reliable at the same time. Also, it has a five-star rating from an international magazine.

صديقتي المثاليه

1. Describing a person

My friend is called Zainab. She is sixteen years old and she lives with her family in Manama .She is a student in Saar secondary school. She likes watching films, listening to music, shopping and playing computer games. She hates reading short stories and watching horror films.

Physically , Zainab is quite tall and thin. She has got short straight black hair and brown eyes. She has got an oval face with white skin and pink cheeks. Some times she wears dark clothes but, she always wears light wonderful clothes. As for her personality, she is a very cute and kind girl and most of the time is positive. She is honest all the time. She likes telling the truth.

Zainab is very helpful with her friends in class, and always helps her mother in house work like in cooking, cleaning and washing. She is my perfect friend. I love her because she is friendly and very kind. All the people who know her wish her all the best.

مدرستي المثاليه

2. My ideal school

At the moment I go to a high School which is located in Muharraq near Oasis Mall. My school is just like other schools, it has old buildings and it's a really small school. In this essay I am going to write about my ideal school.

I believe that our ideal schools in the future would be better than our schools now. I think that ideal schools would be located near the beach so student could relax. Also, the ideal school would have big buildings with colorful drawings on the wall. Also, there would be lots of facilities such as restaurants, GYM, theater and handcraft.

Our ideal schools would have unique subjects on the time table which related to hobbies and talents to sum up art, poetry, acting and dancing. However, we would learn also different languages for example French, Turkish and Japanese besides the usual subjects and improving English and Arabic. We would have 6 period a day.

About the activities we would have it would be the usual periods with a weakly break to relax and play water games next to the beach. There would be regular trips to places like Zoo and Museum.

To sum up, I think my ideal school would be joins creativity with education and it's would be better if I found all of these.

خطاب تطبيق طلب وظيفه

3. Letter of application

Sender's address

receiver's address

Dear Mr. Mohammed,

I am writing this letter to apply for the job of volunteer work which I have seen advertised in AlWasat news yesterday. I would be interested in teaching computer. I have enclosed a copy of my CV.

I am 17 years old and I have just finished 11th grade in a high school. I would like to do this job because I have a good experience in computers. I would also like to learn about your culture in Manama.

I am a hard working and committed person. I have participated for the last 2 years in computer sciences lessons. I also feel that I can get well with people from other villages In Bahrain.

I think I would be a good applier due to my certificates in computer sciences. Besides, my grades at school are all good and gain satisfaction.

I look forward to hearing from you.

Yours truly,
Alya Ahmed

4. Informal letter

Dear Sara,

How are you? Very well, I hope . I'm sure my baby sister remembers you . She always smiles when I say your name.

Anyway . I'm writing to invite you to come with us on trip to Hiwar Island . My family are planning to go there next month and we would like you to join us . I want you to bring your camera with you so that we can take amazing photos.

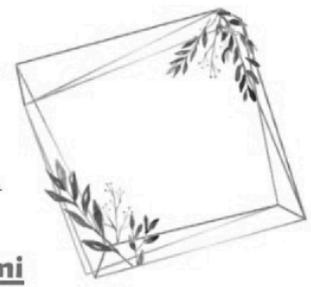
Also, bring your sister with you so they can have fun with my sisters. We are going to stay in the Hotel, but we are going to take the tent with us so that we can sleep near the sea and have barbecue. Do you have any suggestions for the trip? If you are going to invite anyone , please tell me so that I can book rooms for them.

Well, I have to stop now because it's my turn to cook tonight. See you soon.

Lots of love
Fatima

خطاب رسمي دعوه لرحله

Unit - Design



Read the following report below about two different car designs.

Report on two Cars: GMC and Lamborghini

Introduction:

This report is about a GMC and Lamborghini cars. It will recommend one of the designs for car customers in the Kingdom of Bahrain.

Type and Price:

The GMC family cars are reasonable and affordable, they cost 35,350\$ only. On the other hand, Lamborghini cars are highly expensive and they cost about \$1.6 million.

Country:

The two cars are made in different countries. The 2013 GMC Terrain is made in USA whereas the 2010 Lamborghini Reventon Roadster is an Italian car.

Models:

Both models are not new. The displayed GMC is model 2013 and the Lamborghini is model 2010. The Lamborghini's model is older than the GMC.

Size:

2013 GMC Terrain's size is bigger with a larger space between seats. It can carry 6-8 passengers. But since 2010 Lamborghini Reventon Roadster is a sports car, it is designed with two seats only.

Speed & Power:

Lamborghini has a speed up to 97 kilometers in less than 3 seconds. It is a very fast car with up to 759 horsepower. The GMC's speed can reach up to 60 kilometers per 8 seconds with up to 445 horsepower.

Conclusion:

Although Lamborghini cars are more stylish and attractive, the GMC are more practical and economical for the customers in the Kingdom of Bahrain. It is recommended that experienced drivers use the sports cars in the Formula 1 circuit only because the maximum speed limit in the kingdom's highways is 120 Km/h.

تقرير مقارنه بين سيارتين

A. Look at the following cars and write the names of the correct designs mentioned in the report.



1.



2.

Unit 8 - Business



Read the following e-mails and answer the questions.

New Message

To | Roco Cc: Boc

Subject | A humble request

Dear Roco,

If you remember me, we met at our company's lunch party. We were introduced by our manager who is a friend of mine. I write to you because my sister has been accepted to take an English course at the university in your town. She does not know anyone there and we also have no relatives there. I know that we have only briefly met but I took a chance at writing to you because I really do not know anyone else there. I just wanted to introduce you to my sister, Fatima. She is staying at an apartment in your home address and I would just like to inform you so that she may at least have someone to run to in case she needs help.

Thank you.

Marwa

رساله توصيه

Send

New Message

To | Mr. Sami Cc: Boc

Subject | Maldives Trip

Dear Mr. Sami,

We would like to thank you for choosing our travel agency to plan your summer holiday family trip to the Maldives Islands. In fact, we have many offers and different packages and the prices vary accordingly. So, I am sending you our special offers brochure for the Maldives and some other popular holiday destinations in case you would like to have a look. You can also visit our instagram account to read more and see some videos and photos for the trips we have arranged so far. You can also enter a draw and you might win a free trip for 3 people to New Zealand or Japan.

Yours sincerely,

Ahmed Ali

رساله شكر

Send

1. What type of e-

Unit 9 - Engineering



Read the following article describing a process based on the given flowchart.



Information Box

mixture

brick manufacturing

digging

drying oven

seven

kilns

rollers

delivery

A. Complete the article with information from the box.

The diagram illustrates the (1) _____ process in an orderly manner starting from the (2) _____ of clay. As is seen in the given illustration, brick manufacturing is a complex process and involves (3) _____ stages until they are ready to be sold in the market.

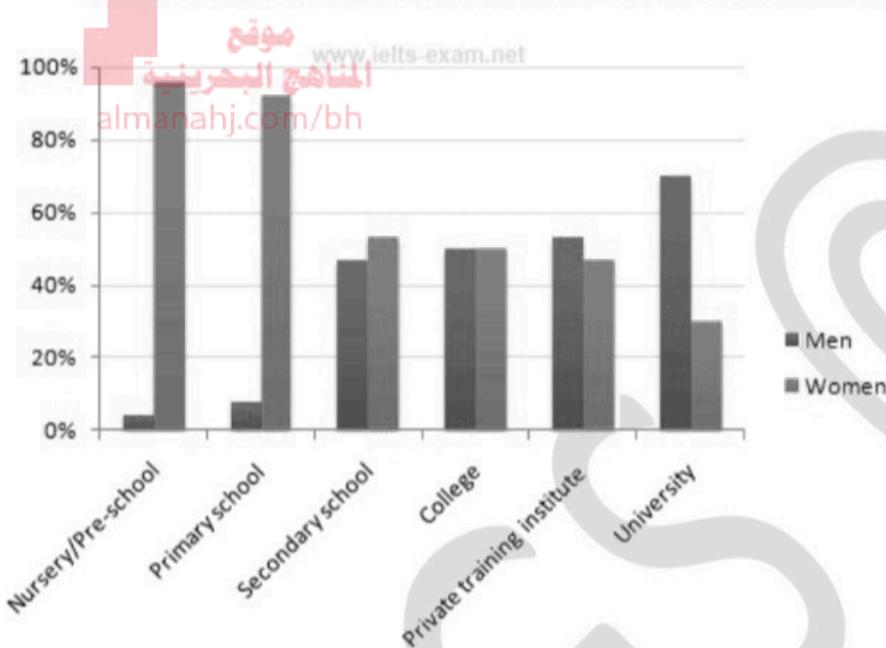
The process begins with digging clay with the help of a heavy machinery digger. This clay is then refined through the metal grid which throws the refined clay on the (4) _____. Sand and water are mixed and this (5) _____ is either moulded or cut using a wire cutter to give the bricks a raw shape. These bricks are put in a (6) _____ for one to two days. The dried bricks are then passed to (7) _____ with moderate (200 to 980-degree C) and high temperature (870 to 1300-degree C) and finally placed in a cooling chamber for 48-72 hours. After cooling down the bricks, they are placed on a pallet for packaging and to be loaded on a lorry for (8) _____.

In conclusion, the process of manufacturing bricks is a complex process which passes through several stages before the bricks are ready to be used.

Unit 10 -- Trends



Read the following report describing the bar chart below.



Information Box

95
 six
 female
 2010
 equal
 primary
 male
 gender

A. Complete the report with information from the box.

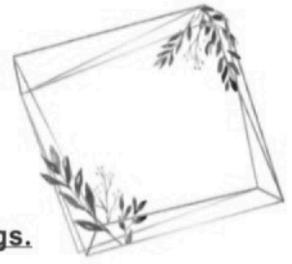
The bar chart gives information about the (1) _____ of teachers in (2) _____ types of educational institutions in the UK in (3) _____. It shows what percentage of teachers was (4) _____ and what percentage was (5) _____.

Women dominated the teaching profession in (6) _____ education, but less so at lower and upper secondary education. It was particularly true of nursery school, where the share of female teachers was above (7) _____. Similarly, one-sided was the situation in primary school, where over 90% of teachers were also female.

At secondary and upper secondary level this pattern was less pronounced, where there were nearly (8) _____ percentage of male and female teachers. On the other hand, male teachers outnumbered female teachers in high-level education, where the proportion of men was _____ twice _____ that _____ for _____ women.

Overall, the higher the level of education, the more male teachers dominated, and the reverse occurred with respect to female teachers.

Unit 11 – Art & Media



Read the report below and match the paragraphs with the headings.

Activities – Conclusion – Recommendations – Audience – Introduction – Refreshments – Entrance Fees

Shopping Bazaar

1. _____:

Overall, the shopping Bazaar was successful. Over 4000 people attended the festival. The weather was windy with a little rain. The bazaar was attractive for many people because of the celebrities attending.

2. _____:

The entrance fees were BD 1 for adults and 500 Fils for children. People paid either online or cash in a cabin outside the bazaar.

3. _____:

People attending were mainly families. However, there were people of all ages. There were a lot of people from various nationalities who live in Bahrain like Indians, Chinese and Egyptians. Moreover, there was a special day for women only and it was on the 24th of March.

4. _____:

There were many exciting activities such as singing performance during the day. There was also a corner for celebrities where their fans could take selfies or chat with them. Moreover, there was a special corner for children provided with many toys and games.

5. _____:

There were many booths offering different kinds of food. People were satisfied with the food and service. However, people said that it would have been better if there were samples to taste before buying.

6. _____:

The shopping bazaar was very organized and perfect. People found all what they were looking for such as cloths, household items, jewelries, antiques and food. Also, people were very pleased with everything especially the prices which were affordable for all families. In addition, the celebrities were satisfied with the timing and location and they hoped to be invited for attending next year as well.

7. _____:

- It is important to hire more security.
- There should be a special parking area for the bazaar.
- More signs must be provided.
- Ways to reduce the crowds should be considered.

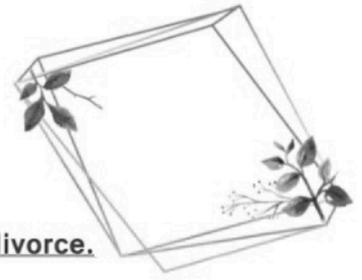
نظمت مدرستك معرضًا للكتاب. مهرجان القراءة. اكتب تقريرًا

Writing Practice:

Last week, your school organised a book fair, reading festival. Write a report (160 -180 words) for your school magazine describing this festival. Include recommendations for improving it next year.



Unit 12 – Regrets



Read the following cause and effect academic essay about divorce.

Cause and effect Academic Essay about Divorce

There have been many studies recently about divorce and how to reduce it. However, writers have different definitions of the term. This essay focuses on divorce which can be defined as any formal separation of husband and wife. This essay outlines three main causes of divorce and their effects.

It can be argued that the most important reason for divorce is early marriage. Now let's see what bad effects this has. As a result, people who get married at an early age aren't mature enough to run that marriage. We can never ignore; young couples are sometime irresponsible. So, they may think only about their personal needs and not their family.

A second reason for divorce is family problems. This is a very clear negative point because parents fighting can make kids fight. This has many effects. First, it leads kids to misbehave and shout all the time. We can never ignore that, problems have bad effects on all the family members because they can cause depression.

The third main cause for divorce are financial problems. No one can deny this fact. Because of this a lot of marriages collapse as many people think that money brings happiness. However, greedy or mean husbands or wives will do anything for money like stealing or even killing.

To sum up, the problem of divorce occurs because of getting married while still too young which causes misunderstanding. Furthermore, the financial issues could be another reason of divorce, which leads to debts or even crimes. Also, family problems cause more disagreements and affect the kids' behaviour and mental health. Finally, we must focus on finding solutions, people should think about their problems and try solving them wisely. Plus, the parents must spend their salaries wisely and think of other resources to support their family.

A. complete the table with causes and effects of Divorce from the essay above.

Causes	Effects
1.	
2.	
3.	

بأسباب وآثار الطلاق

Writing Practice:

Kids' addiction to social media. Write an academic essay (150-180 words) outlining the possible causes and effects of this topic. Include: an introduction, three main paragraphs: each for a cause and its effect and a conclusion.



وصف مهرجان

Describing a festival

Overall, the Shopping Bazaar was successful. Thousands of people attended the festival, over 5000 people. The weather was good and suitable for the event.

The entrance fees were BD 1 for adults and 500 Fils for children. People paid either online or cash in a cabin outside the bazaar.

People attending were mainly families. However, there were people of all ages. There were a lot of people from various nationalities. Moreover, there was a special day for women only and it was on the 24th of March.

There were many exciting activities such as singing performance during the day. There was also a corner for celebrities where their fans could take selfies or chat with them. Moreover, there was a special corner for children provided with many toys and games.

There were many booths offering different kinds of food. People were satisfied with the food and service. However, people said that it would have been better if there were samples to taste before buying.

The shopping bazaar was very organized and perfect. People found all what they were looking for such as cloths, household items, jewelries, antiques and food. Also, people were very pleased with everything especially the prices which were affordable for all families. In addition, the celebrities were satisfied with the timing and location and they hoped to be invited for attending next year as well.

However, it was the most interesting event I have ever attend, but it could be better if they had organized the event more to reduce the crowds.

Causes and Effects essay

(أسباب و آثارها في قضية او موضوع معين)

Nowadays,(الموضوع) becomes a serious problem that spreads all over the world. Today, we often hear about the (الموضوع). So, the (الموضوع) has some causes and effects that affects our life today. This essay outlines the main causes of the (الموضوع) and their effects.

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It can be argued that the most important reason for the (الموضوع) is that (السبب الأول). Now, let's see what bad effects this has. As a result, (أثر هذا السبب). Also, we can never ignore that (شرح السبب).

A second reason for the (الموضوع) is that (السبب الثاني), this is a very clear negative point. This has many effects, such as (أثر هذا السبب).

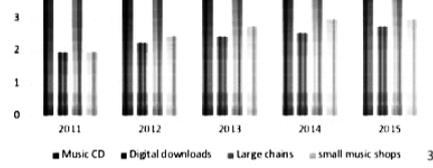
The third main cause for the (الموضوع) is that (السبب الثالث). no one could deny this fact. However, this has many effects, one of them is that (أثر هذا السبب).

To sum up, the (الموضوع) is very important phenomena that is worthy studying. I think the best solution is to reduce its bad effects. Plus, our government must consider this issue and try to solve it wisely as much as possible.

ملاحظة: الفقرة ثابتة في كل المواضيع و يتم تغيير فقط ما بين القوسين

D. Gives the source of the information and what it shows.

رسم بياني



What does the future hold for Music CDs?

1. This chart shows the results of a study carried out for a music industry association into spending in music CDs in Australia. The study compares spending from 2011 to 2015 across different outlets for music CDs: digital downloads, small independent music shops and large chains.
2. In general, the survey shows that after reaching a peak in 2013, spending on CDs specially in large chains has been falling. Spending on music CDs specially the top ten list in large chains in 2013, was nearly double the amount in 2014, which represents a sharp drop in revenue for the big stores.

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3. Between 2012 and 2014 there was a slight increase in the sale of music CDs through small independent music shops. However, from 2014 to 2015 there was a fairly constant rise in the sale of digital downloads, which is expected to continue due to the increasing number of people using smart devices. That would make digital downloads sector grow rapidly and become the largest sector in this market. Interestingly, prices of music CDs from different outlets and sellers remained stable without noticeable changes despite the cheaper digital downloads. Some large chains had heavy discounts during special occasions and holidays that would match up the digital downloads.

4. In summary, spending on music in Australia has not shown any significant decline since 2011, but there has been a significant shift from customers buying music CDs to buying digital downloads. This could be seen as the greatest fall in spending on music CDs since the beginning of recorded music industry.

5

1. This chart shows the results of a study carried out for a music industry association into spending in music CDs in Australia. The study compares spending from 2011 to 2015 across different outlets for music CDs: digital downloads, small independent music shops and large chains.
2. In general, the survey shows that after reaching a peak in 2013, spending on CDs specially in large chains has been falling. Spending on music CDs specially the top ten list in large chains in 2013, was nearly double the amount in 2014, which represents a sharp drop in revenue for the big stores.
3. Between 2012 and 2014 there was a slight increase in the sale of music CDs through small independent music shops. However, from 2014 to 2015 there was a fairly constant rise in the sale of digital downloads, which is expected to continue due to the increasing number of people using smart devices. That would make digital downloads sector grow rapidly and become the largest sector in this market. Interestingly, prices of music CDs from different outlets and sellers remained stable without noticeable changes despite the cheaper digital downloads. Some large chains had heavy discounts during special occasions and holidays that would match up the digital downloads.
4. In summary, spending on music in Australia has not shown any significant decline since 2011, but there has been a significant shift from customers buying music CDs to buying digital downloads. This could be seen as the greatest fall in spending on music CDs since the beginning of recorded music industry.

Model answer

Gives the source of the information and what it shows.

Gives the main trend.

Gives more detail and support.

Gives the conclusion.

ما الذي يجمه المستقبل
لأقرص الموسيقى المدمجة

6

4. We use informal style of writing .

كيف تصنع طائرة إنتاج الطائرات

5. It is suitable to use the passive form in writing a process essay.



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How aircraft are made

Aircraft production is a huge and costly business. Most aircraft are made by companies who can produce them in large quantities and who can invest time in planning as well as production. Planning alone can take up to 12 years for a large aircraft and production can also be a very long process. The production stages are as follows.

First, the construction company produces designs for the aircraft. These designs are used for the initial simulations. Then a model of the aircraft is put in a wind tunnel. The way the air moves around the model is studied by engineers and scientists, as well as how the model acts in the tunnel. This gives them a good idea of how a real, life-sized aircraft of the same design will fly. Smaller parts of the aircraft are also tested in wind tunnels.

Next a prototype of the aircraft is made, and after that a limited number of aircraft are produced to test on the ground. Representatives from a government aviation agency often make the first flight. Flight tests continue until all the requirements are met. Finally, the government agency authorises the construction company to begin production of the aircraft. A certificate is issued and the aircraft is sold all over the world.



When a verb is written without knowing who's done it,
It becomes (passive)

Now, find the وصف صنع شئ in the following text

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صنع القهوة

Read the text to find out the passive forms:



Coffee is a very famous and delicious drink that people love all around the world. Coffee is drunk all day whether with breakfast in the morning or with a piece of dessert in the afternoon. Sometimes, coffee is enjoyed right before bedtime too.

To make coffee, first the coffee beans are taken from the trees in the forests. Then, the beans are dried in the sun and roasted. After that, the beans are cooled rapidly before being ground. The beans then get mixed with water for storing and freezing. Finally, the frozen mixture is ground once again before it is packed into bags or jars and sold to stores everywhere for you to buy and enjoy at home or at a coffee shop.

انتاج السياره

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Now compare your answers



Car production is a costly business. Most cars are made by companies that can produce them in large numbers and this process is long and complicated. There are **certain steps** that should be followed to the letter in order for cars to be made. The production stages are as follows.

First of all, the first designs of the car are made by the design team. Then the first **model** of the car, which is also called a prototype, is made with the help of engineers. The prototype is tested on the road and engineers check if there are **any problems** and if changes are necessary. Changes are made and the design is modified. Other tests are made and the results are recorded and journalists are invited to write articles about the new car model. After that, the new car model **is shown** at trade exhibitions all over the world. Finally, the car is mass-produced and a big marketing campaign **is launched**.

Cars are expensive and it is important that their production is done perfectly. Following steps ensures that the making of anything **will be successful**. Those steps will reduce the risk for anything to go wrong. By following the steps, everything will come out perfect and beautiful.

- To compare the features of the two styles of writing e-mails (formal and informal styles).
- To extract the layout of writing an informal e-mail from a given model.
- To write a short apologizing e-mail to a friend.

Read the following two e-mails quickly and answer the questions below. (4 mintes)

هل ترغب في القيام
محااضرة عبر Zoom للطلاب

Hi Jassim,
How are you. Hope you're OK.
Great talk about 'Effective Online Learning' last week. I really enjoyed it. Do you want to give a talk via Zoom to students at our uni in Manama, Bahrain. The session needs to be an hour (45 mins for the talk and 15 mins questions). See attached for the full prog.
Any problems or questions, just let me know.
WhatsApp me on 3648795 or call me on the same number.
Hope to hear from you soon.
Best wishes,
Nader

- What type of email is this?
It's an informal e-mail.

دعوه للمشاركة في مؤتمر

2

Dear Mr Henry,
It is a great honour to invite you to give a lecture in Bahrain University.
I attended your lecture on "Public Speaking" at the "Communication skills" conference in London last week and I was very impressed. I am involved in organising something similar, and I would like to invite you to take part in our conference, via "Teams", in Manama, Bahrain on 15th May. Please, find attached documents giving full details of the programme.
Should you have any further enquiries, please, do not hesitate to contact me.
I look forward to hearing from you.
Yours sincerely,
Hassan Al Bitar
Conference Organiser

- What type of email is this?
It's a formal e-mail.

Activity (1.b)

E-mail (1)

(4 minutes)



Hi Jassim,
How are you. Hope you're OK.
Great talk about 'Effective Online Learning' last week. I really enjoyed it. Do you want to give a talk via Zoom to students at our uni in Manama, Bahrain. The session needs to be an hour (45 mins for the talk and 15 mins questions). See attached for the full prog. Any problems or questions, just let me know. WhatsApp me on 3648795 or call me on the same number.
Hope to hear from you soon..
Best wishes,
Nader

According to the features studied before,
What features make this email informal?
رساله دعوه للمشاركة

- 1- The writer used an informal style of greeting (Hi Jassim, How are you.).
- 2- He used short sentences, contractions, abbreviations and conversational and chatty style (Hi,/ Hope you're OK. /uni/ prog /WhatsApp me).
- 3- The writer ended the e-mail informally, (Hope to hear from you soon. Best wishes.)
- 4- The writer signed off by only his first name, Nader, with no title or position.

Activity (1.c) E-mail (2)



Dear Mr Henry,
It is a great honour to invite you to give a lecture in Bahrain.
I attended your lecture on "Public Speaking" at the "Communication skills" conference in London last week and I was very impressed. I am involved in organising something similar, and I would like to invite you to take part in our conference, via "Teams", in Manama, Bahrain on 15th May. Please, find attached documents giving full details of the programme.
Should you have any further enquiries, please, do not hesitate to contact me.
I look forward to hearing from you.
Yours sincerely,
Hassan Al Bitar
Conference Organiser

According to the features studied before,
What features make this email formal?

- 1- The writer started with a formal style of greeting (Dear Mr Henry,).
- 2- He used longer words and sentences, formal style and vocabulary. (attended, lecture, impressed, enquiries)
- 3- He used no contractions or abbreviations. (I am, , I would like to)
- 4- The writer ended the e-mail and signed it off formally by writing his full name, title and position.



You would like to buy a new car from an agent in Bahrain. Write an email to the sales manager asking about the latest offers, the available brands, methods of payments and other services.

ترغب في شراء سيارة جديدة من وكيل في البحرين.
اكتب بريدًا إلكترونيًا إلى مدير المبيعات يسأل عن
أحدث العروض والعلامات التجارية المتاحة وطرق
الدفع والخدمات الأخرى

Eng. 202 Unit 8 Lesson 5 b study and writing skills



Dear Sir or Madam,

I am writing this e-mail concerning [regarding] your [offers on /new product]. First of all, I would like to enquire about the items and the colours available in your shop.

In addition, I would like to have more information about the available methods of payment. Moreover, I would be grateful if you could tell me about the other branches in Bahrain where I can get this offer. I have read some information about your offers on your website, but I'd like to ask if you offer more discount for large quantities. Could you, please, Provide me with some more details about the after-sale services like maintenance and insurance policy.

I would like to thank you for your kindness, help and co-operation. I highly appreciate your efforts. You always have the best products and the best prices.

I look forward to hearing from you.

Yours faithfully,

Noor Ayman

Closing: Ending Statement Informal: Lots of love/ Bye for now/ See you soon etc.

Formal: Yours truly/ Sincerely/ Yours faithfully etc.

لقد رأيت للتو إعلان لاستئجار شقة وتريد الاتصال بالمالك للاستفسار عن الإيجار

Writing a formal email

To explain how to write a formal email, I suggest you take an example from everyday life. Imagine: You have just seen an ad to rent an apartment and you want to contact the owner to enquire about the rent. However, the sentences are not in order.

Reorder them and then highlight the layout components of the email.

1. Dear Sir/Madam,
2. We would love to set up an appointment to see the flat if available and for that we would like to know the exact location of the flat.
3. Yours faithfully, Noor
4. Moreover, we would like to know the monthly rent for long term-tenants as we are in our first year at university and we would like to remain for many years.
5. We are quiet and studious, majoring in physics and psychology, and capable of paying rent through financial support from our parents.
6. My phone number is XXXXXX. Thank you for your time. I look forward to hearing from you.
7. My sister and I are searching for a peaceful place to live near campus.
8. My name is Noor and I'm a university student .I am interested in renting your flat located in Isa Town .

Eng. 202 Unit8 Lesson 5 b study and writing skills

وزارة التربية والتعليم – 2020م

Now Check Your Answer

Dear Sir/Madam, } **Greeting**

My name is Noor and I'm a university student .I am interested in renting your flat located in Isa Town .My sister and I are searching for a peaceful place to live near campus. } **Introduction**

We are quiet and studious, majoring in physics and psychology, and capable of paying rent through financial support from our parents. We would love to set up an appointment to see the flat if available and for that we would like to know the exact location of the flat. } **Matter in detail**

Moreover, we would like to know the monthly rent for long term-tenants as we are in our first year at university and we would like to remain for many years. My phone number is XXXXXX.

Thank you for your time. I look forward to hearing from you. } **conclusion**

Yours faithfully, } **closing**
Noor

Eng. 202 Unit8 Lesson 5 b study and writing skills

وزارة التربية والتعليم – 2020م



At the request of Mr. Ali Hassan , the manager of Kano company , this report compares two top of the range tablets : Apple iPad Pro and Samsung Galaxy Tab S7, and recommends one of them for usage with the company as it has many better features and specifications than the other.

The price of both tablets is nearly the same; Apple iPad Pro costs 350 BD, while Samsung Galaxy Tab S7 costs 320 BD. The design from Samsung Galaxy Tab S7 is more practical to function, whereas Apple iPad Pro is better in other features as it is powerful and it is well-built and made to last Samsung Galaxy Tab S7 comes in metallic, black, grey red and white colours, while Apple iPad Pro is only black and white. though Samsung Galaxy Tab S7 seems to be more practical, Apple iPad Pro is much durable and attractive in shape. In other words, "beauty outside, beast inside".

Though both tablets are suitable for usage as they both save much power and save users much time and effort, the company should purchase Apple iPad Pro as it seems to be more reliable and practical. Plus, it has a five-star rating from an international magazine.

Let's Check

KINGDOM OF BAHRAIN

Ministry of Education



مملكة البحرين
وزارة التربية والتعليم

At the request of Mr. Ali Hassan , the manager of Kano company , this report compares two top of the range tablets : Apple iPad Pro and Samsung Galaxy Tab S, and recommends one of them for usage in the company as it has many better features and specifications than the other.

The price of both tablets is nearly the same; Apple iPad Pro costs 350 BD, while Samsung Galaxy Tab S7 costs 320 BD. The design of Samsung Galaxy Tab S7 is more practical to function, whereas Apple iPad Pro is better in other features as it is powerful and it is well-built and made to last. Samsung Galaxy Tab S7 comes in metallic, black, grey red and white colours, while Apple iPad Pro is only black and white. Though Samsung Galaxy Tab S7 seems to be more practical, Apple iPad Pro is much durable and attractive in shape. In other words, "beauty outside, beast inside".

- Though both tablets are suitable for usage as they both save much power and save users much time and effort, the company should purchase Apple iPad Pro as it seems to be more reliable and practical. Plus, it has a five-star rating from an international magazine.

5/21/2022

7

Writing activity

The head of a large financial company in Bahrain has asked you to write a report on two top of the range laptops, discussing their durability, features, price and speed, and recommending one of them for use in the company. You may use the information in the table below using the following link:

<https://padlet.com/nazem.m.2006/257bbosjzrhnm>

طلب منك رئيس شركة مالية كبيرة في البحرين كتابة تقرير عن اثنين من افضل أجهزة الكمبيوتر المحمولة ، ومناقشة التصميم والمتانة والميزات والسعر والمواصفات ، مع التوصية بأحدهما

Writing question sample

Your school principal asked you to write a report about Apple iPad Pro and Samsung Galaxy Tab S7 , recommending one of them to be used in classrooms for students. Write the report using the following notes.

Apple iPad Pro

Price : 350 BD

Design : Tall and wide – strong aluminum back - polished and professional look – good resolution display.

Weight : 0.96 pounds

RAM and storage : 8 GB RAM – storage capacities (64GB – 128GB - 256GB)

Wireless : Wi-Fi support – hotspot – 4G LTE

Camera : 12 megapixel - rear cam – no flash

Battery life : lasts 10 hours and 42 minutes- slow charge.

Durability : well built – strong construction – lives long.

Applications : Some applications are available on App Store for free .

Overall impression : Strong construction – better storage capacity – better battery – lives long

Samsung Galaxy Tab S7

Price : 320 BD

Design : Thin and light – plastic back - polished and professional look – high resolution display.

Weight : 0.86 pounds

RAM and storage : 8 GB RAM – storage capacities (64GB – 256GB)

Wireless : Wi-Fi support – hotspot – 4G LTE

Camera : 16 megapixel - rear cam – no flash

Battery life : lasts 9 hours and 12 minutes – fast charge

Durability : well made – broken easily .

Applications : Most applications are available on Play Store for free .

Overall impression : light – quite good storage capacity – high resolution display.

مقارنه بين جهازين والتوصيه لواحد منها

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مملكة البحرين
وزارة التربية والتعليم

Layout

Introduction

Who asked for the report – his position in the company – the aim of the report

5/21/2022

Introduction

At the request of Mr. Mohamed Jassim , the principal of Ahmed Al-Omran Boys' Secondary School, this report compares two of the-top-of-the-range tablets: Apple iPad Pro and Samsung Galaxy Tab S7 and recommends one of the two models to be used in our school classrooms.

6

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مملكة البحرين
وزارة التربية والتعليم

Layout

Main Body (Content)

To give a detailed comparison between the two products in (price – weight)

Price and Weight

Apple iPad Pro is more expensive than Samsung Galaxy S7, as Apple iPad costs 350 BD whereas Samsung Galaxy costs only 320 BD. As for weight, Samsung Galaxy S7 is lighter than Apple iPad Pro, Samsung Galaxy is 0.86 pounds, but Apple iPad Pro is 0.96 pounds.

7

Islamic Art in Al-Fateh Mosque

Typically Islamic art has focused on the depiction of patterns and Arabic calligraphy, rather than on figures.

Geometric Shapes and Repetitive Art (arabesque)

The eye cannot miss the geometric shapes and patterns at Al-Fateh Mosque.

(F) These appear everywhere: on the marble floor, on the carpets, on the walls, on the doors and on the windows. Though this kind of art is not part of the Islamic faith, yet the fact that art is a form of expression cannot be ignored. Common interpretations of this art include the following: The concept of God's infinite power is expressed through geometry and designs with repeating themes which suggest infinity.

Kufic is the oldest calligraphic form of the various Arabic scripts and can be found adorning the walls of Al-Fateh Mosque. Its name is derived from the city of Kufa in Iraq although this script was known in Mesopotamia at least 100 years before the foundation of Kufa. **(A) It consists of straight lines and angles, often with elongated verticals and horizontals.** It was in this script that the first copies of the Qur'an were written. It is still employed in Islamic countries though it has undergone a number of alterations over the years and also displays regional differences.

Islamic Architecture in Al-Fateh Mosque

The word *mosque* is the translation of the Arabic word *masjid* which is any clean place where one can perform prostration (*sujood*) to God. A building where people can prostrate together with others is therefore called a *masjid*.

(E) Distinguishing motifs of Islamic architecture have always been ordered repetition and rhythmic, metric patterns. In this respect, fractal geometry has been a key utility, especially for mosques. Other significant features employed as motifs include columns, piers and arches. Arabic Calligraphy is used to enhance the interior of a building by providing quotations from the Qur'an. You can see the following traditional elements at Al-Fateh Mosque.

Mihrab

A *mihrab* is a niche in the wall of a mosque where the Imam (the prayer leader) stations himself to lead the congregation in prayers. The *Mihrab* is an acoustic device, a resonator for the voice, **(B) shaped to bounce the sound back and magnify it at the same time.** Since this is where the Imam prays, the *Mihrab* therefore indicates the *qibla*, that is, the direction of the *Kaaba* (a prayer house built by Prophet Abraham and his son Ishmael in Mecca) and hence the direction that Muslims should face when praying.

Minbar (also pronounced mimbar)

Prophet Muhammad (peace and blessings of God be upon him) stood on a platform with three steps in order to preach. This platform developed into a *minbar* which is a pulpit in the mosque where a *khatib* (person who gives a speech) stands to deliver sermons (*khutbah*). Being raised above the ground allows the person to see all the worshippers in case of a large crowd. While *minbars* are usually more akin to pulpits in elevation and structures, **(D) they have a function and position more similar to that of a lectern: emphasizing contact with the audience.**

Minaret

The minaret serves a dual function. **(C) It is both a landmark and place from which the call to prayer is broadcast.** At the time of Prophet Muhammad the one who gave the call to prayer used to give the call from the roof of a building. It was not until the 14th century that the minaret became a universal feature of mosques. The minaret is a tall, slender tower attached to a mosque. Each minaret has a balcony that the *muathin* uses to give his call. The height of the minaret, over a neighborhood has helped the sound to be transmitted. In most modern mosques, as in Al-Fateh Mosque, the *athan* (call to prayer) is no longer given in the minaret, but in the prayer hall via a microphone. A single minaret is the norm, but some mosques do have more than one minaret. Al-Fateh Mosque has two minarets, each rising to 70 meters (230 feet) above the ground level.

الزخرفة الاسلامية مسجد الفاتح

Read the following webpage and decide if the sentences are true (T) or false (F) :

Sentence
 المنهج الجديد
 almanahj.com/bh

T or F

The entrepreneur

'Well, you have to prepare carefully. Do your market research, then set up your business. And be prepared to make a loss during the first year. That's the most difficult time. Get it right, and it's the best thing in the world. I work alone, but I get a lot of help from my family.'

The partner

'My first business failed. I went into business with my best friend, but it just didn't work. My new partner is simply a financial investor. I run the business on a day-to-day basis. But you need good people around you. I value my staff and the company is doing well because we are a strong team.'

1- It is better for you to do your market research before setting up your business.

T

2-High prices do not always mean making big profits.

T

3-The successful manufacturer puts all his money into the business without leaving enough to pay taxes and wages.

F

The retailer

'Well, the customer is not god, but it is a good thing to believe they are always right. When you sell luxury products you need to charge high prices if you want to be taken seriously. But remember, high prices don't always mean making big profits. Shops and retail can be difficult to get right.'

The manufacturer

'I run a successful manufacturing business with three factories, thanks to careful management and not taking risks. Thinking about the future is the key. It's important to put money back into the business, but make sure you leave enough to pay your taxes and wages! We also try to invest in the local community, to put something back. We sponsor the local football team.'

4- Never invest in the local community .

F