

تم تحميل هذا الملف من موقع المناهج القطرية



ملخص ومراجعة الوحدة الخامسة

موقع المناهج ← المناهج القطرية ← المستوى الثاني عشر ← لغة انجليزية ← الفصل الأول ← ملخصات وتقارير ← الملف

تاريخ إضافة الملف على موقع المناهج: 2024-11-21 13:48:08

ملفات اكتب للمعلم اكتب للطالب | اختبارات الكترونية | اختبارات | حلول | عروض بوربوينت | أوراق عمل
منهج انجليزي | ملخصات وتقارير | مذكرات وبنوك | الامتحان النهائي للمدرس

المزيد من مادة
لغة انجليزية:

التواصل الاجتماعي بحسب المستوى الثاني عشر



صفحة المناهج
القطرية على
فيسبوك

الرياضيات

اللغة الانجليزية

اللغة العربية

التربية الاسلامية

المواد على تلغرام

المزيد من الملفات بحسب المستوى الثاني عشر والمادة لغة انجليزية في الفصل الأول

ملخص ومراجعة الوحدة الرابعة

1

ملخص ومراجعة الوحدة الثالثة

2

ملخص ومراجعة الوحدة الثانية

3

ملخص ومراجعة الوحدة الأولى

4

نماذج مواضيع الكتابة المطلوبة للاختبار

5

Grade 12
Module 5
Just the job

By/ Mr. Muhammad Said

77 88 35 25

التوقيع

Reading 5A p 69

- discipline

تخصص

- head

رئيس القسم

- ethics القيم والباري الأخلاقية

- sustainable

مستمر - دائم

- adopt

يتأقلم مع - يتكيف مع

- originality

الذمهالة - ابتكار، الأفكار

- limb

طرف

Grammar Reported speech

الكلام المنقول

Direct and Indirect speech

جملة خارج الأقواس

- He said to me, "I will visit my uncle tomorrow."



خطوات تحويل الجملة من مباشر لغير مباشر

① نحذف الأقواس

② إذا كان الزمن خارج الأقواس ما في كان

التغيير في الأزمنة داخل الأقواس كالتالي

Direct → Indirect

am - is	was
are	were / was
was - were	had been
have - has	had
will	would
can	could
may	might
must - have to	had to
Present simple	past simple
present progressive	past progressive
present perfect	past perfect
past simple	past simple
	past perfect
past progressive	past perfect progressive
past perfect	

الكلمات

مضارع

ما في

ما في

ما في تام

تحويلات في بعض الكلمات

Direct → Indirect

now	→	then
this	→	that
these	→	those
here	→	there
today	→	that day
tonight	→	that night
tomorrow	→	the next day
	→	the following day
yesterday	→	the day before
	→	the previous day
ago	→	before
last week	→	the week before
Come	→	go

(4) تحويل الضمائر داخل الأقواس عدا

ضمائر الغائب [He, she, it, they] كالتالي

خائب	مفتول	ملكية
I → He	me → him	my → his
→ She	→ her	→ her

we → they us → them our → their

you → He	you → him	your → his
→ she	→ her	→ her
→ they	→ them	→ their
→ I	→ me	→ my
→ we	→ us	→ our

تنقسم جملة المباشرة والغير مباشرة الى جزئين
- أولًا :- الجملة الخبرية - وهي التي تبدأ بـ أولًا

Said = said

Said to = told

informed
announced

الرابطة ← that

- He said to me, "I will visit you tomorrow."
- He told me that he would visit me the next day.

- She said, "I have done my homework."
- She said that she had done her homework.

- "I visited my uncle yesterday," said Ali to Hamad.
- Ali told Hamad that he had visited his uncle the day before.

- Ali said, "I will help you, Hamad."
- Ali told Hamad that he would help him.

"I have done my homework." Ali said to me.

- Ali told me that he had done his homework.

- Hamad said, "I will help you, Ali."

- Hamad told Ali that he would help him.

- The teacher said to us, "The earth is round."

- The teacher told us that the earth is round.

حفظ الحقائق العلمية لا تتحول

كذلك حالتي إذا الثانية والثالثة لا تتحول

- He said to me, "If you ran fast, you would win."

- He told me if I ran fast, I would win.

- He said to me, "If you had run fast, you would have won."

- He told me if I had run fast, I would have won.

ثانياً / الجملة الإستفهامية وهي التي تبدأ بـ

① What - when - where - How - أداة استفهام

② Can - will - May - فعل مساعد - ناقص

Said } = **asked**
Said to }
inquired
wanted to know

ان بدأت الجملة بأداة استفهام كان
الرابط بنفس الذرارة
When, what

الرابط ان بدأت الجملة بفعل مساعد - ناقص
ترتبط بـ **إذا** أو **whether**

ملحوظة هامة جداً

عند اكويل (سؤال غير مباشر) يجب تحويله لغير
أي تقدم الفاعل على الفعل وتحذف علامة الاستفهام

is he are they will you
- he was they were I would

~~do~~ / ~~does~~ + فاعل + فعل
فاعل (V2)

~~did~~ + فاعل + فعل
فاعل - V-2
- had + p.p

* He said to me, "Can you carry this bag for me?"

* She said, "Will you visit your uncle tomorrow?"

* He said to me, "When does Ali travel?"

* He said to me, "When did Ali travel?"

* He said to me, "Where did you go yesterday?"

* "Are you happy today?" said Ali to me.

ثالثاً: الجملة الأمرية

- وهي التي تبدأ ب
- ① Come - Go [إثبات] فعل في المصدر
- ② Don't + مصدر [نهي] Don't ↓ ↓

حسب نوع الأمر

Said	ordered	من أعلى لأسفل ←
Said to	advised	نصيحة ←
	warned	تحذير ←
	told	تساوت (درجات) ←
	asked	طلي ←
	begged	ترجبي ←

الأمر، إثبات ← تربط ب

الرابط

الأمر نهي ← تربط ب

not to + v1 لا إن

- The officer said to his men, "Shoot the fire."

- The officer

- The doctor said to me, "Don't smoke."

- The doctor

"please, please mum buy me this phone."
Said Amna to her mum.

- Amna begged her mum to buy her that phone

التحويلات الخاصة

وافق	agreed
رفض	refused
وعد	promised
عرض	offered
ادعى	claimed
طلب	demanded
هدد	threatened

to + (V1)

نصح	advised
طلب	asked
سمح	allowed
تذكر	reminded
منع	forbade
دع	invited
شجع	encouraged
حذر	warned
سمح	permitted
توسل	begged

مفعول + to + V1
 شخصي Ali شخصي me

اقترح	suggested
انكر	denied
اعترف	admitted

+ V+ing

أصر	insisted
اعتذر	apologised
تفاخر	boasted

on
for + V+ing
about

accused شخصي of
thanked شخصي for + V+ing

Complained to شخصي for + V+ing اشتكى

**B****Special Introductory Verbs** أفعال خاصة

Adam	admitted	(V + ing)	أقر بـ
Adam	denied	(V + ing)	أنكر
Adam	suggested	(V + ing)	أقترح أن

Adam	accused + me + of	(V + ing)	اتهمني بـ
Adam	apologised to + me + for	(V + ing)	اعتذر لي على
Adam	complained to + me + about	(V + ing)	اشتكي لي بشأن
Adam	insist on + me	(V + ing)	أصر على

MR. MOHAMMED GALAL

Adam	agreed	to + V1	وافق أن
Adam	claimed	to + V1	ادعي أن
Adam	demanded	to + V1	طلب أن
Adam	offered	to + V1	عرض أن
Adam	promised	to + V1	وعد أن
Adam	refused	to + V1	رفض أن
Adam	threatened	to + V1	هدد أن

Adam	advised + مفعول	to + V1	نصح شخص بـ
Adam	allowed + مفعول	to + V1	سمح لشخص بـ
Adam	asked + مفعول	to + V1	طلب من شخص أن
Adam	begged + مفعول	to + V1	توسل لشخص أن
Adam	encourage + مفعول	to + V1	شجع شخص أن
Adam	forbad + مفعول	to + V1	منع شخص أن
Adam	invited + مفعول	to + V1	دعي شخص أن
Adam	permitted + مفعول	to + V1	سمح لشخص أن
Adam	reminded + مفعول	to + V1	ذكر شخص أن
Adam	warned + مفعول	(not) to + V1	حذر شخص أن

Reading page 74 - 75

- visualise يتصور - يتخيل

- requirements متطلبات

- Confess يعترف

- resourceful داهية - واسع الحيلة

- Candidate المتقدم لوظيفة

- bizarre غريب - شاذ - عجيب

Vocabulary 56 p 76

1- Work = employment عمل

2- Company = business شركة

= firm --

= Corporation مؤسسة

3- employ = hire يووظف

4- increase = pay rise عارفة - زيادة

5- Staff = personnel الموظفون

6- boss = manager مدير - رئيس

= supervisor

7- left = quit يستقيل من العمل

= resigned

8- fired = sacked يُطرد - يُرَفد

Dear Mr. Jaber Al-Abdullah,

I am writing to express my interest in the position of **Senior Accountant** as advertised online on jobhunt.com. I believe that this position suits my interests and my career objectives.

I am 25 years old and I finished my BA in Business and Computer in 2016. Presently, I am working on my MBA in International Business. For the past two years, I worked part time as an accountant for the Oryx Banking Group. During my work there, I was responsible for VIP accounts.

Regarding languages, I am a native speaker of Arabic and fluent in English. I also have good command of German. I am hard-working, reliable and like working in a team and solving problems. I am also punctual and pay attention to details, which are qualities that an **accountant** needs to succeed in his job. 2024

I believe that I am the ideal candidate for this position because I have the necessary qualifications, qualities and skills to make me successful in it. I have attached my CV for your consideration and I will be available for an interview at any time after 3pm.

I look forward to your response.

Yours sincerely,

N. Mohamed

N. Mohamed

- A Cover letter- Letter of application
" خطاب الوظيفة "

Dear Mr. المرسل اليه,

I am writing this letter to apply for the job of اسم الوظيفة, as advertised in the local newspaper on 1/12/2023.

I have graduated from Qatar University.

I have 5 years' experience. I passed ILTs.

I Can speak three Languages Arabic, English and French. I am very good at Computer.

I am below 30 years. I Can work for Long hours. Also, I am active, well-organised, hard-worker and an easygoing person with good communication skills.

I believe I am suitable for this position. I hope you will accept me. If you decide to call me for an interview, my email is xxx@gmail.com and my mobile number is 77 883525.

I Look forward to your response.

Yours sincerely,

اسم المرسل