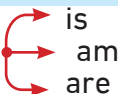
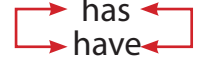
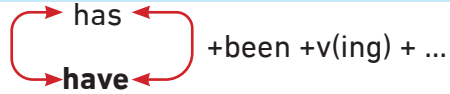



## Grammar

Time expression	Tense	Function
These days -currently - at the moment – now - right now- still – be quiet! - be careful! - watch out! – look! – listen!	<b>Present Continuous</b> Subject  is am +v(ing) + ... are	<ul style="list-style-type: none"> <li>▶ actions in progress at the time of speaking</li> <li>▶ temporary actions in progress around now:</li> <li>▶ changes and developments:</li> </ul>
Just – already – never – ever – <b>recently</b> - lately- yet – <b>since</b> – <b>for</b> – <b>so far- in recent years</b> – <b>ever since</b>	<b>Present Perfect Simple</b> Subject  has have +v(3) + ...	<ul style="list-style-type: none"> <li>▶ completed past actions that happened at an unspecified time:</li> <li>▶ recent actions with a present relevance/ result:</li> <li>▶ states or actions that began in the past and continue up to now:</li> <li>▶ recent actions where we focus on the result, not the activity:</li> </ul>
How long – several times – at last – recently – lately – since – for – all	<b>Present Perfect Continuous</b> Subject  has have +been +v(ing) + ...	<ul style="list-style-type: none"> <li>▶ actions that began in the past and continue to the present:</li> <li>▶ recent actions where we focus on the activity, not the result:</li> </ul>
when while	<b>Past Continuous</b> Subject  was were +v(ing) + ...	<ul style="list-style-type: none"> <li>▶ actions or activities in progress at a specific time in the past:</li> <li>▶ longer actions interrupted by a shorter past action:</li> </ul>
<b>After= because</b> <b>Before = By the time</b>	<b>Past Perfect Simple</b> Subject + <b>had + v (3) ...</b>	<ul style="list-style-type: none"> <li>▶ actions or states that happened before a specific past time:</li> <li>a clear sequence of events</li> </ul>
	<b>Past Perfect Continuous</b> Subject + <b>had + been + v(ing) + ...</b>	<ul style="list-style-type: none"> <li>▶ continuous actions or situations which happened before a specific time in the past</li> </ul>
At this time + مؤشر زمني يدل على المستقبل Between 3 and 5 مؤشر زمني يدل على المستقبل From 2-9 + مؤشر زمني يدل على المستقبل In (two years') time	<b>Future Continuous</b> Subject + <b>will + be +v(ing) ...</b>	<ul style="list-style-type: none"> <li>▶ to predict something in progress at a point in the future:</li> <li>▶ to talk about something that is expected to happen:</li> <li>to ask politely about someone's plans</li> </ul>
Tomorrow- next (...) – <u>in the future</u> – <u>date in the future</u> by مؤشر زمني يدل على المستقبل By then For زمن مستقبل	<b>Future Perfect Simple</b> Subject + <b>will + have + v(3)+ ...</b>	<ul style="list-style-type: none"> <li>▶ an action that will be completed before a particular time in the future</li> </ul>
	<b>Future Perfect continuous</b> Subject + <b>will + have +been + v(ing)+ ...</b>	<ul style="list-style-type: none"> <li>▶ something continuing up to a certain point in the future</li> </ul>

## Vocabulary

Word	English meaning	Arabic meaning
absent-minded		مشتت الذهن
assertiveness		الثقة بالنفس
be (not) into (something)	Not be very keen on something	يهتم بـ
capable		قادر على / كفاء
compassionate		متعاطف
discretion		تقدير الموقف
defensive		متحفظ
forward-looking		مستقبلي التفكير
highly strung		شديد الحساسية
humble		متواضع
inclusiveness		الشمولية
kind-hearted		طيب القلب
mercy		رحمة
like-minded		متشابه الفكر
passionate about (something)		شغوف بـ
resilient		قوي التحمل
self-aware		مدرك لنفسه
sincere		صادق / مخلص
strong-willed		ذو إرادة قوية
tight-fisted		بخيل
trustworthy		جدير بالثقة
what makes us tick	Makes us behave in a certain way	ما الذي يحفزنا
be in line with (something)	<b>Match with</b>	يتماشى مع
assertive		واثق من نفسه
be wild about (something)	<b>Be crazy</b> about something	مولع بـ
click with (somebody)	<b>Hit it off with someone</b>	يتفاهم مع شخص بسرعة
dedicated		ملتزم بشيء
discreet		حكيم في التصرف
enthusiastic		متحمس
get a kick out of (something)	<b>Feel excitement</b> and enjoyment	يأخذ متعة من
high-spirited		نشط
inclusive		شامل
inclusivity		الشمولية
laid-back		هادئ الطباع
merciful		رحيم
narrow-minded		ضيق الأفق / متعصب
plump for (something)	Choose	يقرر لصالح
say a lot about	Reveal our traits	يعبر بشكل كبير عن

set great store by (something)	Consider something to be important	يولي أهمية كبيرة لـ
sincerity		الصدق / الإخلاص
thin-skinned		حساس جداً
tough		قوي
underconfident		يفتقر للثقة بالنفس
Spontaneity	the quality of <b>living in the moment</b> and not planning.	العفوية
Commitment	<b>devoting time</b> and energy to something	الالتزام
Frankness	a kind of honesty and <b>straightforwardness</b> .	الصراحة
Stability	a situation which you can trust <b>will not change</b> .	الاستقرارية
Tactfulness	the ability to give feedback without <b>upsetting anyone</b> .	اللباقة

cold fish	a person who <b>doesn't show their feelings</b> .	شخص بارد الطباع
dark horse	a person who <b>keeps their abilities secret</b> .	شخص غامض
go-getter	a person who is <b>determined to be successful</b> .	شخص طموح
keep yourself to yourself	to <b>avoid meeting</b> people socially	يحافظ على خصوصيته
mover and shaker	a person with a lot of power and <b>influence</b> .	مغير في المجتمع
smart Alec	person who tries to <b>look clever</b> in an annoying way.	يظهر ذكاءً متعجباً
smart cookie	<b>a clever person</b> .	شخص ذكي وماهر
social butterfly	someone who likes to <b>attend social events</b> .	شخص اجتماعي جداً
soft touch	a person you can easily <b>deceive or persuade</b> to do what you want.	شخص سهل الإقناع

destiny	what will <b>happen in the future</b>	القدر
disposition	character or <b>personality</b>	الطبع
hereditary	passed from <b>parent to child</b>	وراثي
imply	<b>suggest</b>	يُشير إلى
moulded	<b>influenced</b> or changed	مشكّل
nurture	helping something or somebody <b>to develop</b>	التنشئة
offspring	<b>children</b>	الذرية
oversimplification	making something so <b>easy to understand</b> that it is no longer true	تبسيط زائد عن الحد
proponent	people who publicly <b>support an idea</b>	مؤيد
trait	a particular <b>characteristic</b> or way of behaving	صفة
vulnerability	the quality of <b>being easily hurt</b>	ضعف

كُلُّ يَوْمٍ هُوَ  
فُرْصَةٌ  
لِبَدَايَةِ جَدِيدَةٍ

perceive		يُدرك <sup>9</sup>
conceive		يَتَصَوَّرُ فكرة
comprehend		يَفْهَم
consider		يَعْتَبِر
deduce		يَسْتَنْتِج
recognise		يُمَيِّز <sup>9</sup>
conclude		يَسْتَنْتِج
grasp		يَسْتَوْعِب
assume		يَفْتَرِض
reflect		يَفْكُر ملياً

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## Derivation

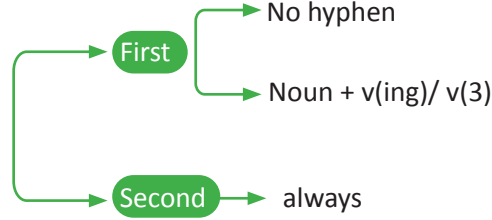
Nouns	Adjectives
<ol style="list-style-type: none"> <li>1 بعد حروف الجر (...in- on- at – between)</li> <li>2 بعد ادوات التعريف (a- an- the)</li> <li>3 بعد ضمائر الإشارة (this - that- those - these)</li> <li>4 بعد صفات الملكية (his- her- my- our- their- your- its)</li> <li>5 بعد محددات الكمية (all –no many- much- a little- (a few- some - any- a lot of - lots of</li> <li>6 بعد الصفة</li> <li>7 في بداية الجملة وحسب ترتيبها S+V+O</li> <li>8 قبل وبعد - s' الملكية.</li> </ol>	<ol style="list-style-type: none"> <li>1 قبل الاسم</li> <li>2 بعد أفعال be إذا لم يأت بعد الفراغ (v3)</li> <li>3 بعد المقارنات والمفاضلات most- least- less- more – as</li> <li>4 بعد كلمات مثل quite – well- too- so – very ( شرط قبلهم أفعال be )</li> </ol>
Verbs	Adverb
<ol style="list-style-type: none"> <li>1 بعد 1*3 to modals do</li> <li>2 ترتيب الجملة في اللغة الإنجليزية Subject+ verb+ object / complement</li> </ol>	<ol style="list-style-type: none"> <li>1 قبل وبعد الفعل الرئيسي</li> <li>2 بين الفعل الرئيسي والمساعد</li> <li>3 بين فعل be والصفات</li> <li>4 بداية الجملة _____</li> <li>5 نهاية جملة مكتملة المعنى.</li> </ol>

### قائمة الكلمات الاشتقاق

Noun	verb	adjective	Adverb
passion	-	passionate	passionately
spontaneity	-	spontaneous	spontaneously
tactfulness tact	-	tactful	
frankness	-	frank	frankly
stability	stabilize	stable	stably
commitment	commit	committed	committedly
assertiveness	assert	assertive	assertively
discretion	-	discreet	discreetly
humility	-	humble	humbly
inclusiveness inclusivity	include	inclusive	inclusively
mercy	-	merciful	mercifully
sincerity	-	sincere	sincerely
sense sensation	-	sensible	sensibly
transformation	transform	transformative	transformatively
oversimplification	oversimplify	oversimplified	oversimplifiably
disposition	dispose	-	-
compassion	-	compassionate	compassionately
vulnerability	-	vulnerable	vulnerably
dedication	dedicate	dedicated	dedicatedly

## تشطيطات الوحدة

### Compound adjective (stress)



### Paraphrasing what you hear إعادة صياغة ما سمعت

#### التشبيك على الفهم Checking understanding

- ▶ To put it another way ... بعبارة أخرى ...
- ▶ In other words ... بكلمات أخرى ...
- ▶ If I'm hearing you correctly ... إذا كنت أفهمك بشكل صحيح ...
- ▶ So you're saying (that) ... إذا أنت تقول (أن) ...
- ▶ Let me get this straight ... دعني أتأكد من فهمي جيداً ...

#### Summarising التلخيص

- ▶ Essentially, ... في الأساس ...
- ▶ Simply put, ... ببساطة ...
- ▶ In a nutshell, ... باختصار ...
- ▶ So, what it boils down to is that ... إذا، الأمر يعود في النهاية إلى أن ...



## Does Language Change How You See the World?

### A. Inuit & Snow

- ▶ Hundreds of words for snow
- ▶ Perceive it differently
- ▶ Recognise distinctions
- ▶ Myth (no single Inuit language, variety of dialects)
- ▶ Truth: more ways of distinguishing types of snow
- ▶ Key question → mould the way they conceive of the world
- ▶ Linguistic relativity / Sapir-Whorf hypothesis

### B. Evidence

- ▶ Different languages = different filters
- ▶ Example: Guugu Yimithirr (north, south, east, west)
- ▶ Far better at knowing direction
- ▶ Example: Amazon rainforest
- ▶ No numbers → smaller amount / larger amount
- ▶ Deduce → no need to quantify
- ▶ European languages (bridge)
- ▶ Spanish → masculine → big, strong
- ▶ German → feminine → beautiful, elegant

### C. Perspective

- ▶ Conclude → yes and no
- ▶ Comprehend without word
- ▶ Colours → grasp differences
- ▶ Blue & green → recognised differently
- ▶ Arabic 'blue-eyed' = jealous/deceitful
- ▶ English 'green-eyed' = jealous
- ▶ Culture reflects in language
- ▶ Not conclusively proven

### D. Identity

- ▶ New identity in another language
- ▶ Study: bilingual Mexican-Americans
- ▶ Results varied (English vs Spanish)
- ▶ Pick up culture with language
- ▶ Depends on how, why, learning it
- ▶ Consider → different person in second language

## First Impressions

### A. Signals

- ▶ Important in personal & professional lives
- ▶ Must be aware of signals
- ▶ Smile + eye contact → positive
- ▶ Crossed arms → closed / hostile
- ▶ Something on mind → affects feelings
- ▶ Use technique → amusing thought → natural smile

### B. Judgements

- ▶ Example: conquered nerves at dinner party
- ▶ Firm handshake = confidence
- ▶ Not only appearance → we judge people
- ▶ Introverted → disadvantage
- ▶ Tried & tested topics → weather, etc.
- ▶ Visual/oral cues → accent, T-shirt, band
- ▶ Lucky → company of well-practiced extrovert

### C. Job Interviews

- ▶ First impressions crucial in interviews
- ▶ Start with introductory questions → settle nerves
- ▶ Study → outsiders split in 2 groups
- ▶ One watched full interview
- ▶ One missed initial chat
- ▶ Judgement → dependent on first impression
- ▶ Talented candidate rejected → difficulty with chit-chat

