

The use of the verb, noun, adjective and adverb.

- الجدول التالي ليس للحفظ وإنما للفهم و التطبيق.

Verb	Noun	Adjective	Adverb
Help	Help	Helpful	Helpfully
Disorganise	Disorganisation	Disorganised	*****
Intensify	Intensity	Intensive	Intensively
Enlarge	Enlargement	Large	Largely
Strengthen	Strength	Strong	Strongly
Succeed	Success	Successful	Successfully
Repeat	Repetition	Repeated	repeatedly
Educate	Education	Educational	Educationally

1. أي كلمة تنتهي بـ **ly** تكون حال.
2. عند ازالة **ly** من الحال ينتج صفة.
3. أي كلمة تنتهي بـ (**ise, ize, fy, eed, ate**) أو قد تبدأ أو تنتهي بـ (**en**) تكون فعل.
4. الفعل هو جذر الكلمة، أي انه بدون اي اضافات.
5. يجب على الطالب أن يحدد نوع الكلمة من الملاحظات السابقة.

noun suffixes

-tion	<u>information</u>
-sion	<u>television</u>
-ness	<u>fitness</u>
-ment	<u>government</u>
-ance	<u>importance</u>
-ence	<u>difference</u>
-se	<u>expense</u>
-cy	<u>fluency</u>
-ty	<u>possibility</u>
-ure	<u>future</u>
-th	<u>health</u>
-sm	<u>criticism</u>
-dom	<u>kingdom</u>
-age	<u>marriage</u>
-hood	<u>childhood</u>
-ship	<u>relationship</u>

adjective suffixes

-ful	<u>beautiful</u>
-less	<u>careless</u>
-able	<u>remarkable</u>
-ous	<u>serious</u>
-y	<u>lucky</u>
-ent	<u>different</u>
-ant	<u>important</u>
-ive	<u>expensive</u>
-ic	<u>scientific</u>
-al	<u>governmental</u>
-en	<u>golden</u>
-ish	<u>childish</u>
-ate	<u>accurate</u>
-ite	<u>favourite</u>
-ing	<u>boring</u>
-ed	<u>injured</u>



I. THE USE OF THE VERB

1. In the middle of a sentence after the subject.
2. After **(to)** as an infinitive.
3. After the modals
4. After verb to do
5. At the beginning of a sentence as an imperative
6. After **(had better, would rather)**
7. After **(make, let, help)**
8. After **(Let's)**

Examples:

1. Our teachers always us to get the highest marks.
(encourage, encouragement, encouraged)
2. We are not allowed to..... when the teacher gives us a lesson.
(speech, speechlessly, speak)
3. We mustthe natural resources of our country.
(develop, development, developed)
4. Do you your mobile at school?
(use, useful, usefully)
5. my speech or else.
(consideration, consider, considerably)
6. The manager had betterthem how to develop their skills.
(advice, advise, advisable)
7. My father made ushis room.
(decorated, decoration, decorate)
8. Let's our skills by training.
(development, develop, developmental)

II. THE USE OF THE NOUN

1. After **(a, an, the)**
2. After the adjective
3. After **('s)** or the adjective pronouns **(my, his, her, their, our, your, its)**
4. After the prepositions **(in, on, of, at, into, for, from, under, with, without, about, against, between ..etc)**
5. After phrases of quantity **(much, many, any, little, some, no, enough, a few)**
6. After the verb as an object.
7. After the determiners **(this, that, these, those)**
8. After the gerund **(v-ing)**
9. After **(be used to, due to, be committed to, look forward to)**



Examples:

1. The which our teachers gave, has been helpful.
(*encourage, encouragement, encouraged*)
2. Marwa has a serious with her parents about her study at the university.
(*negotiate, negotiation, negotiable*)
3. Akram's..... in three languages enabled him to find a job.
(*fluent, fluently, fluency*)
4. We should take into the environmental issues.
(*consider, consideration, considerable*)
5. Our teacher gave us much.....about exams.
(*advice, advise, advisable*)
6. This game needs
(*concentrate, concentrated, concentration*)
7. This was made by wars.
(*destruction, destroy, destructive*)
8. My father was used to giving to anyone needs it.
(*help, helpful, helpfully*)

III. THE USE OF THE ADJECTIVE

1. *Before the noun.*
2. *After (find), (make) and (become)*
3. *After (verb to be)*
4. *After the following verbs (look, seem, feel, smell, taste, sound)*
5. *After (there is + noun)*

Examples:

1. Unemployment is falling as more people find work.
(*permanent, permanence, permanently*)
2. The man was found, so he was sent to prison.
(*guilt, guilty, guiltily*)
3. This table is
(*move, movable, movement*)
4. He looks After the death of his wife.
(*sad, sadness, sadly*)



IV. THE USE OF THE ADVERB

1. To describe the verb.
2. Before the adjective.
3. Before (**p.p**)
4. After (**very, too, so, quite, a bit, more, less**)
5. Between (**asas**) to describe the verb.
6. At the beginning before the comma.
7. Between **to** and **the base verb**.

Examples:

1. She passed all her exams
(*succeed, successful, successfully*)
2. Though they are brothers, they are different.
(*completely, completion, complete*)
3. The conference was.....organized.
(*careful, care, carefully*)
4. Laila drives very
(*careless, carelessly, care*)
5. Omar behaves asas his father.
(*politeness, polite, politely*)
6., she was survived.
(*Luck, Lucky, Luckily*)
7. He wants toannounce for his campaign.
(*comprehensively, comprehensive, comprehension*)



EXERCISE A:

1. Thesystem must be linked with the requirements of social and economic development for the country.
(*educate, educational, educationally*)
2. Jordan has aof being a friendly and welcoming country.
(*repute, reputed, reputation*)
3. Many advertisements are usually presented in anmanner.
(*attract, attraction, attractive*)
4. Markets have different types of food which areprepared from animal products.
(*artificially, artificial, artifice*)
5. The new projects use recycled water which helps theof the environment.
(*sustain, sustainable, sustainability*)
6. Taha Hussein is one of the most writers of the 20th century.
(*influence, influential, influentially*)
7. Imagination is the source of
(*creative, create, creation*)
8. Bank customers cantheir checking accounts instantly through the electric system.
(*access, accessible, accessibility*)
9. Another way of saying that something could be successful is to say it is
(*viable, viably, viability*)
10. Artists usually meet to discuss ideas andeach other's work.
(*criticize, critic, critical*)
11. Madaba has a as a fascinating place to visit.
(*reputation, reputational, reputationally*)
12. Manal always presents herwork in literature clearly.
(*create, creative, creatively*)
13. Hospitals have a to provide the best medical care.
(*commit, committed, commitment*)



14., the process of producing rugs and bags is done by hand.
(*Tradition, Traditional, Traditionally*)
15. When a person has an disease, he is usually isolated.
(*infect, infectious, infectiously*)
16. Scientists around the world are working to a cure for cancer.
(*discover, discovery, discoverably*)
17. The Middle East is famous for the of olive oil.
(*produced, production, productively*)
18. Experienced Jordanian doctors can easily human bodies by using ultrasound devices.
(*scan, scanned, scannable, scanner*)
19. Kareem is a Journalist, he has worked previously for many scientific journals.
(*qualification, qualified, qualify*)
20. Services, mostly travel and tourism the majority of our economy.
(*dominant, dominance, dominate*)
21. Olives which are grown in the world, have been cultivated for over 6.000 years.
(*extend, extensive, extensively*)
22. It is important to have an of different countries customs.
(*aware, wared, awareness*)
23. Maha shows great for her new job as a lawyer in the court.
(*enthusiasm, enthusiastic, enthusiastically*)
24. Our national team is now well- for the second round of the competition.
(*qualify, qualification, qualified*)
25. With children, it is important to the right balance between love and discipline.
(*achieve, achieved, achievable*)



26. Kareem wasn't able to speak Spanishtill he was nearly seven years old.
(fluently, fluent, fluency)
27. Rami closed his eyes and tried to
(concentrate, concentration, concentrating)
28. Many doctors believe thatsupports brain development.
(repeat, repetition, repeated)
29. Your mail has been.....sent.
(success, successful, successfully)
30. Doctorsa balanced diet for a good health.
(recommend, recommending, recommendation)
31. The prices of certain items are notin some shops.
(negotiate, negotiable, negotiably)
32. This training center willyou for a better job.
(qualify, qualification, qualified)
33. Theof the internet has changed the world.
(invent, invention, inventive)
34. Experts have proved that exercise is good for
(concentrate, concentration, concentrated)
35. Studentsto receive their results very soon.
(expect, expectation, expectantly)
36. Many people had to beafter being exposed to the diseases.
(immunity, immunization, immunized)
37.gives people the ability to resist infection temporarily or permanently.
(Immunise, Immunised, Immunisation)
38. I'dyou to think deeply before quitting your job.
(Advisable, Advise, Adviser)



كيفية دراسة الأزمنة:

Present:

Simple:	تكرار always	Fact بدون دلالات زمنية + كلمة عامة	جدول زمني ثابت في المستقبل مواصلات أو دوام رسمي	وصف حالة الناس سكن / دراسة / عمل بلد أصلي
Continuous:	فعل وقت الكلام now	حدث مؤقت أفعال التنبيه	مستقبل مخطط له حفلات / سفر	مستمر و متكررalways.....
Perfect:	فعل بدأ في الماضي و انتهى قبل وقت قريب جدا (since) (recently) (before) (yet) (already) (today)		ماضي غير محدد بدون دلالات زمنية و ليست حقيقة	
Perfect continuous:	فعل بدأ في الماضي و ما زال مستمر (since, for) + أحد دلالات المضارع المستمر (since, for) + still / without stopping		أثر فعل في المضارع الوجه / الجسم / الملابس	



Past:

Simple:	حدث في الماضي	
	yesterday	
Continuous:	زمن طويل ، زمن قصير (when, while, as)	This time + زمن ماضي زمن محدد + زمن ماضي
Perfect:	حدث أول ، حدث ثاني (after, before)	By + زمن ماضي By the time + sub + V.2
Perfect continuous:	حدث أول ، حدث ثاني (after, before)	By + زمن ماضي By the time + sub + V.2

Future:

Simple:	حدث في المستقبل	قرار عفوي	تنبؤ بدون دليل
	tomorrow	so	(think, hope)
Continuous:	This time + زمن مستقبل زمن محدد + زمن مستقبل		In + زمن + عدد + time
Perfect:	By + زمن في المستقبل By the end of this + زمن		In + زمن + عدد + time
Be going to:	مستقبل مخطط له حفلات / سفر		تنبؤ مع دليل أحوال الطقس

EXERCISE B:

- The government hashard to raise the citizen's awareness of human rights.
(being worked, been working, be working)
- Will youyour homework by seven o'clock?
(be doing, been doing, have done)
- By the time we arrived, they hadfor an hour.
(being talked, been talking, be talking)
- Next month, our familyin this house for a year.
(will have lived, will be lived, will have living)
- Eid Al Adha is a celebration thaton the 10th of Thu-Al-Hujjah according to the Islamic Calendar. .
(begin, begins, began)
- This time next year, student willfor the final exams.
(be preparing, been preparing, have prepared)



7. The students in my classabout their achievements in science when the bell suddenly rang
(*was talking, were talking, are talking*)
8. Ali hadabout his friend when he received an email from him.
(*being thinking, been thinking, be thinking*)
9. The childrenin the yard for two hours.
(*has been playing, is playing, had been playing*)
10. By the end of this month, wein this house for a year.
(*have lived, lived, will have lived*)
11. Look! The planeto take off.
(*go, was going, is going*)
12. Fatimaher work for two hours before she left the house.
(*is doing, have been doing, had been doing*)
13. In thirty years' time, scientistsa cure for cancer.
(*found, will have found, were finding*)
14. Salmaher report when the light in her room switched itself off.
(*was typing, was typed, typed*)
15. My mother was very tired; sheall afternoon for a special family dinner.
(*is cooking, had been cooking, has been cooking*)
16. We won't be home tomorrow night. Wethe football match at the stadium.
(*were watching, had been watching, will be watching*)
17. By the end of this month, we.....in this house for a year.
(*have lived, lived, will have lived*)
18. I'm afraid that my laptopby somebody else yesterday.
(*was used, are used, will use*)
19. Imy car. That's why my hands are dirty.
(*have been cleaned, have been cleaning, had been cleaning*)
20. This month next year, Ahmadhis final presentation in the university before graduation.
(*has discussed, will be discussing, discuss*)



PASSIVE VOICE

Sub + Verb + Obj

Obj + verb to be + p.p

إذا كان المفعول به في جملة المبني للمعلوم ضمير ، يتم تحويله الى ضمير فاعل في بداية جملة المبني للمجهول.

(me: I) , (him: He) , (her: She) , (them: They) , (us: We) , (you: You) , (it: It)

- لا يوجد فعل مساعد

V.1 is, are, am + V.3
 V.2 was, were

- يوجد فعل مساعد

V-ing being
 فعل مساعد + V.3 + V.3
 Base been be

EXERCISE A:

1. My parents have saved enough money to fund our university courses.

Enough money.....

2. Safwan usually discharges my laptop.

My laptop.....



EXERCISE B:

1. Many Jordanian poems now into English, and many people all over the world are able to read them.
(are...translated, is...translated, will...translate)
2. The ruins..... by thousands of tourists every day.
(is viewed, was viewed, are viewed)
3. Many new parks..... in my town last year.
(was built, were built, would build)
4. I am afraid that my laptop..... by somebody else yesterday.
(was used, were used, will use)
5. Last month, many students..... as members in the English club.
(was elected, were elected, are elected)

in : years, seasons, months

on : days, dates

have, has, had + object + **V.3**

stop: **V-ing**

EXERCISE C:

1. We're going to Aqaba again (*in / on*) the summer. I (*have / had*) been looking forward to it since last year.
2. We had the computer (*repaired / repairing*) because it had stopped (*to work / working*).
3. Mahmoud was walking home when the rain (*was starting / started*). It was very heavy, so he (*must / can't*) have got very wet.
4. In the past, most letters (*wrote / were written*) by hand, but these days they are usually (*typed / typing*).



know + about
connect + with
turn + on
give + out
fill + in

EXERCISE D:

1. You should know dangers of the internet.
(with, about, out)
2. You must connect people on the internet.
(on, in, with)
3. When you surf the internet, turn privacy setting.
(on, about, in)
4. Don't give your personal information.
(about, with, out)
5. You should fill a form to apply for this job.
(in, about, out)

If-clause

If + sub + V.1	—————>	sub + V.1
If + sub + V.1	—————>	sub + will + base
If + sub + V.2	—————>	sub + would + base

You should = If I were you, I would + base

want, afford + to + base

EXERCISE E:

1. If a city..... everything and doesn't throw anything away, it is zero waste.
(recycled, will recycle, recycles)
2. I want to get a new apartment but I can't afford..... money at the moment.
(borrow, to borrow, will borrow)
3. If one presses that button, the picture.....
(moved, moves, would move)



4. I think I should see a doctor.

If

Explaining possibilities

1. **must** : sure, certain, certainly, definitely.
2. **can't**: sure + جملة منفية, certain + جملة منفية, definitely + جملة منفية, impossible.
3. **might**: possible, possibly, probable, probably, likely, not sure, not certain, perhaps, may be

- Future or present = must, can't, might + **base**
- Past = must, can't, might + **have + V.3**

1. Perhaps Issa's phone is broken. جملة الكتاب

Issa's

Explaining prohibition

1. **not necessary, not important** : don't have to, doesn't have to
2. **not allowed**: mustn't

1. It isn't necessary to switch off the screen. جملة الكتاب

You

2. You are not allowed to touch this machine. جملة الكتاب

You



Having things done (causative have)

Sub + have + object + V.3

1. I asked someone to fix my computer. جملة الكتاب

I.....

2. I asked someone to send my text message.
The correct causative form of the sentence above is:
a. I have sent my message
b. I had my text message sent
c. I had sent my text message

Consequence of time



1. Mohammad checked his emails, and then he started work. جملة الكتاب

Before Mohammad.....

2. Tala took three English courses in the British Council and then she went to Britain to study medicine.

Before Tala.....

