

KEEP WRITING 1

A WRITING COURSE FOR ARAB STUDENTS

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BEFORE YOU START

How good is your handwriting?

This is not a *handwriting* course, it is a *writing* course, but before you begin have a look at your handwriting. Answer these questions with a ✓ or ✗

1. Are your letters clearly formed? _____

✓ Ahmed is a clerk in a bank.
✗ Ahmed is a clerk in a bank.

2. Are the capital letters bigger than the small letters? _____

✓ Samira lives in Manama in Bahrain.
✗ samira lives in manama in Bahrain.

3. Are there spaces between the words? _____

✓ I like reading, travelling and music.
✗ I like reading, travelling and music.

4. Is the writing on the line? _____

✓ My brother always drives to work.
✗ My brother always drives to work.

5. Do the letters point in the same direction? _____

✓ Cairo is a large city in Egypt.
✗ Cairo is a large city in Egypt.

6. Does the writing begin near the lefthand side of the page? _____

✓ They visited Tunisia two years ago.
✗ They visited Tunisia two years

Your score:

- 6 ✓s Congratulations! Your handwriting is very good. Begin the book.
- 2-5 ✓s You need more handwriting practice. Begin the book, but ask a teacher for help with handwriting.
- 0-1 ✓s You need a short handwriting course before you start.

How will this writing course help me?

This writing course will help you with:

- Punctuation – where to put full stops and commas
- Capital letters – when to write a capital and when to write a small letter
- Spelling
- Vocabulary – new words
- Correcting – how to find your mistakes and correct them
- Joining sentences – how to use **and** and **but** to join sentences
- Sentence writing
- Paragraph writing

What is a sentence?

A sentence looks like this:

My brother works in an office.

↑ capital letter ↑ It always has a verb. ↑ full stop

Handwritten notes: Full stop, comma, question mark, exclamation mark

How can we join sentences?

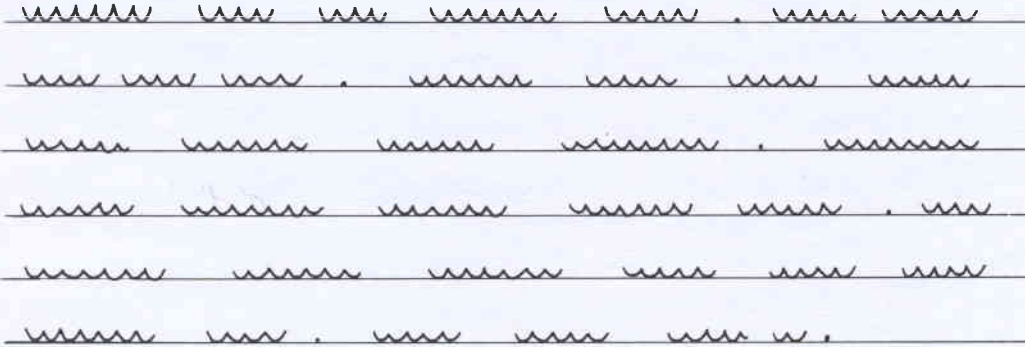
We can join two sentences with **and** and **but**, to make one sentence:

Samya went to Amman  and  She liked it very much

Samya went to Amman last year and she liked it very much.

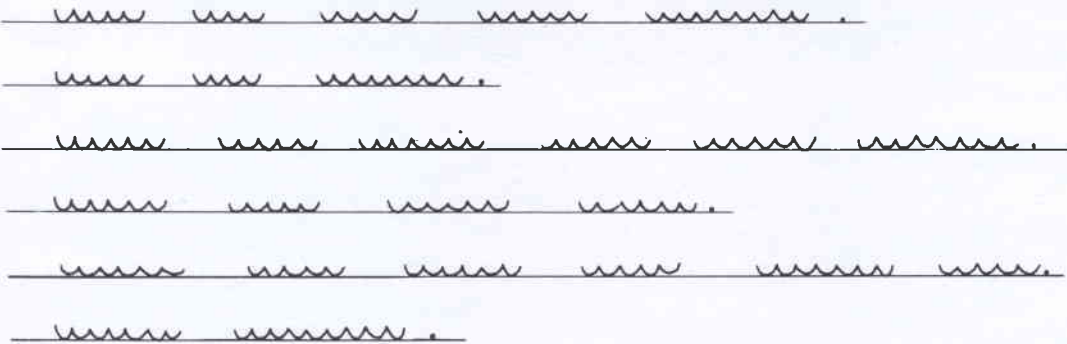
What is a paragraph?

A paragraph has a number of sentences. It looks like this:



How many sentences are there in the paragraph? _____

Remember: A paragraph does not look like this:



What will I be able to do at the end of the course?

You should be able to write paragraphs in good English with only a few mistakes. The paragraphs will be about:

you, other people, cities, countries, streets, houses, etc.

UNIT ONE

FRIENDS AND RELATIVES

READING

1 Read this paragraph about Fatima.

My sister is a teacher in a secondary school in Oman. Her name is Fatima and she is twenty-eight years old. The name of the school is Al Nahda Secondary School. Fatima is married and she has three children. She lives in a house in Qurm not far from the school. In her spare time she likes reading and listening to music. Fatima speaks Arabic and English.

- a) How many full stops are there? 7
- b) How many sentences are there? 1
- c) How many capital letters are there? 16
- d) What is the name of the teacher? Fatima

Her name is Fatima

- e) Where does she live?

She lives in a house in Qurm

- f) What is the name of the school?

It is Al Nahda Secondary School

2 Now read this description of Fareed and complete the table on the next page.

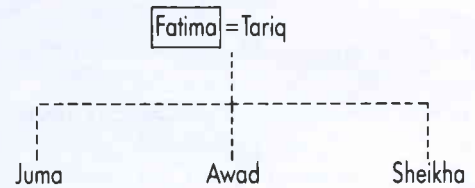
My cousin is a clerk in the British Bank of the Middle East in Saudi Arabia. His name is Fareed Saleem and he is thirty-one years old. He lives in a flat in the centre of Riyadh. It is about two kilometres from the bank. Fareed is married and he has two children. His hobbies are tennis, music and travelling. He speaks English and Arabic. He also speaks a little Hindi.

Name: Fareed Married/single: Married
 Age: 21 years - one Children: 1 son - 1 daughter
 Job: Check in the British Bank Hobbies: Reading music in the family
 Place of work: The British Bank of the Middle East in Saudi Arabia
 Languages: English and Arabic

3 a) Look at Fatima's 'family tree'.

Complete these sentences about her **relatives** with words from the list.

- husband wife son daughter
 aunt uncle cousin grandfather
 grandmother father mother brother sister



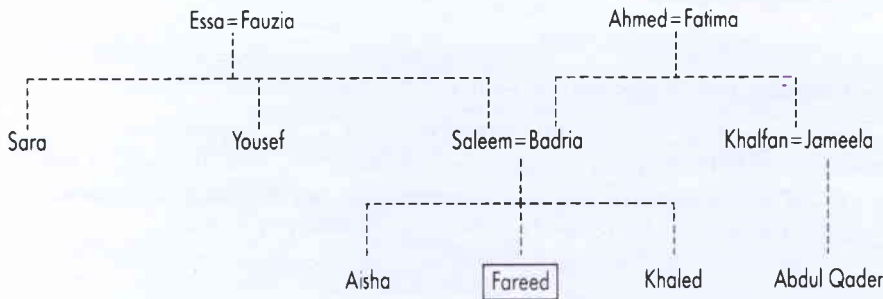
Fatima's _____ is called Tariq.

Fatima's _____ is called Sheikha.

Fatima's _____ are called Juma and Awad.

Tariq's _____ is called Fatima.

b) Here is Fareed's family tree. Now do the same with Fareed's relatives.



Fareed's _____ is called Fauzia.

Fareed's _____ is called Aisha.

Fareed's _____ is called Saleem.

Fareed's unt is called Sara.

Fareed's uncle is called Khalfan.

Fareed's brother is called Khaled.

Fareed's grandfather is called Ahmed.

Fareed's father is called Abdul Qader.

c) Now make a family tree like Fareed's for your own family using the words for relatives in 3a.

Language: **a/an**

Fareed is **a** clerk.
 My brother is **an** accountant.

We put **an** before the vowels: **a, e, i, o,** and **u**.

4 Add these jobs to the lists below:

- teacher
- driver
- engineer
- waiter
- inspector
- fisherman
- assistant manager
- officer
- soldier
- pilot
- businessman
- typist

| | |
|----------------------|-----------------------------|
| a clerk | an accountant |
| a <u>clerk</u> | an <u>accountant</u> |
| a <u>driver</u> | an <u>engineer</u> |
| a <u>waiter</u> | an <u>inspector</u> |
| a <u>fisherman</u> | an <u>assistant manager</u> |
| a <u>officer</u> | an <u>typist</u> |
| a <u>soldier</u> | |
| a <u>pilot</u> | |
| a <u>businessman</u> | |
| a <u>typist</u> | |

Language: VERBS

Every sentence must have one (or more) verbs.

Examples:

Muna **lives** in a flat in Alexandria.
 Her hobbies **are** reading and listening to music.

5 Now underline the verbs in these sentences.

- a) My father is a fisherman.
- b) Ahmed speaks Arabic, French and Turkish.
- c) My cousin has two daughters and one son.
- d) Naima is a nurse and she works in the Royal Hospital.

Now write these verbs here:

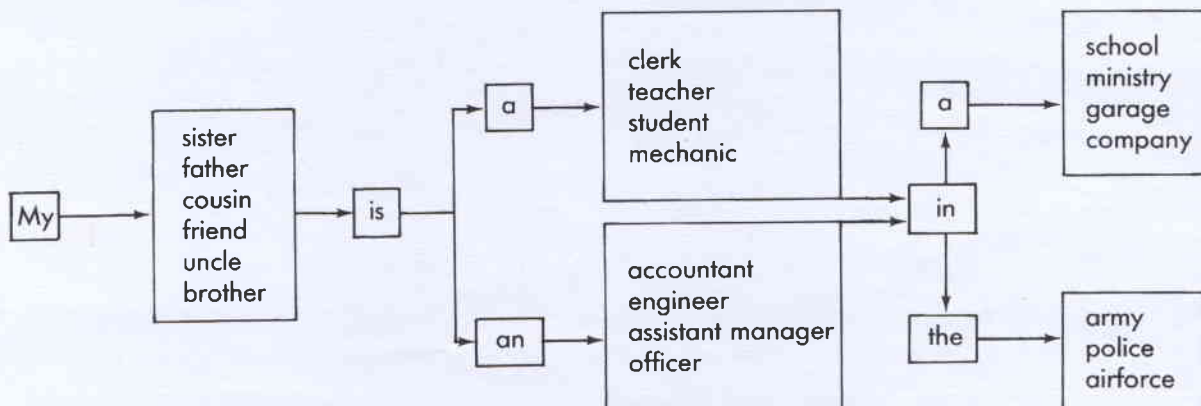
These verbs all end in the letter s.

Language: is/are
lives, works, speaks, and has are PRESENT tense forms of the verbs **to live, to work, to speak** and **to have**.
is and **are** are PRESENT tense forms of the verb **to be**.
 Verb forms like **live, work, speak, have** and **be** are called the **BASE** forms or **INFINITIVES** of the verbs.

■ SENTENCE BUILDING

6 Use the table below to make sentences.

| WHO? | VERB | WHAT? | WHERE? | . |
|------|------|-------|--------|---|
|------|------|-------|--------|---|



Write them here:

- a) _____
- b) _____
- c) _____
- d) _____
- e) _____
- f) _____

Now write sentences about these people.

g) Abdullah



h) Laila



i) Ali



Write three sentences about people you know.

j) *My father is old man.*

k) *My brother's name is Howard.*

l) *Ali is very good player of tennis.*

7 Make two sentences about people you know with these verbs, **lives**, **works**:

WHO?

VERB

WHERE?

Example: My cousin

lives

in a house in Giza.

and with **speaks**, **likes**:

WHO?

VERB

WHAT?

Example: Ahmed

speaks

French and Urdu.

Language: **doesn't**

We put **doesn't** (or **does not**) in front of the base form of the verb to make a negative. For example:

Fatima **speaks** English, Fatima **doesn't speak** French.
 Ahmed **lives** near his office. My friend **doesn't live** near his office.
 Suhair **has** three children. Badria **doesn't have** any children.

8 Make negative sentences using the words in brackets.

a) Fareed speaks Arabic and English very well. (Hindi)

but he doesn't speak Hindi.

b) Fatima lives in Qurm. (Muscat)

but she doesn't live in Muscat.

c) Fatima likes listening to music. (watching television)

but she doesn't like watching television.

d) Fareed works in a bank. (hospital)

but he doesn't work in a hospital.

e) Fareed has two sons. (daughters)

but he doesn't have any daughters.

■ JOINING SENTENCES

and

Look at these two sentences.

Fatima is married. Fatima has two children.

We can write:

Fatima is married **and she** has two children.

We use **and** to join sentences. We do not usually begin sentences with **and**.

9 Join these sentences with **and**. Use **he** or **she**.

a) Ali is single. Ali lives with his parents.

Ali is single and he lives with his parents.

b) Her name is Mona. Mona is eighteen years old.

Her name is Mona and she is eighteen years old.

c) My uncle is an engineer. My uncle works for a company in Dubai.

d) Suhair is married. Suhair has one daughter and two sons.

e) My wife is a secretary. My wife works in a bank.

Look at the paragraph about Fareed on page 5. **And** is used twice to make two sentences into one longer sentence like those above. Write these two longer sentences here:

■ GUIDED PARAGRAPHS

10 Complete this paragraph about Waleed with these verbs:

speaks works lives likes has is

Waleed _____ a businessman. He _____ for his father's company in Amman. The company _____ called Modern Electronics. Waleed _____ thirty years old and he _____ married. He _____ four children. He _____ in a flat in Jebel Al Webdeh. It _____ about four kilometres from the centre of the city. He _____ reading, playing volleyball and watching television. Waleed _____ Arabic, English and a little French.

Now fill in the table on the opposite page.

| | |
|------------------------------|-------------------------|
| <i>Name:</i> Waleed | <i>Children:</i> _____ |
| <i>Age:</i> _____ | <i>Home:</i> _____ |
| <i>Job:</i> _____ | <i>Hobbies:</i> _____ |
| <i>Place of work:</i> _____ | _____ |
| _____ | <i>Languages:</i> _____ |
| <i>Married/Single:</i> _____ | _____ |

11 Here is some information about Nadia.

| | |
|-------------------------------------|---|
| <i>Name:</i> Nadia | <i>Children:</i> 2 |
| <i>Age:</i> 27 | <i>Home:</i> house/Al Ahmadi/Kuwait |
| <i>Job:</i> cashier/bank | <i>Hobbies:</i> tennis, reading, shopping |
| <i>Place of work:</i> the Gulf Bank | <i>Languages:</i> Arabic, Farsi, English |
| <i>Married/Single:</i> married | |

Complete this passage about Nadia:

Nadia is a _____ in a _____ in Kuwait. The _____ of the bank is _____ . She is _____ old. Nadia is _____ and she _____ children. She _____ house in _____ in Kuwait. Nadia _____ tennis, _____ . She _____ Arabic, _____ .

■ PUNCTUATION

Capital letters and full stops.

We use capital letters for the names of:

- people e.g. **Fatima**
- cities and countries, e.g. **Cairo** and **Egypt**
- companies, banks, hotels, etc. e.g. **Nissan**, **National Bank**, **Gulf Hotel**

– languages e.g. **Arabic**
and at the beginning of sentences.

Every sentence ends in a full stop (.), an exclamation mark (!) or a question mark (?). (We use an exclamation mark if we want to say something strongly.)

12 Put the capital letters in these sentences. Then put a full stop, an exclamation mark or a question mark at the end of each sentence.

- a) my sister is a secretary in the national bank of iraq
- b) her name is mariam and she works in a hospital in riyadh
- c) where does abdul qader work
- d) tariq speaks arabic and a little english
- e) does he live in syria
- f) my name is saleem, not salem

The comma

Look at this sentence. Look where we put commas.
 Look where we put **and**.

He likes reading, playing tennis, watching television **and** riding horses.

We *can* put a comma after **television**, but it is not necessary.

13 Now put the commas (and the full stop) in these sentences.

- a) Mahmoud likes cars horses playing basketball and fishing
- b) My cousin likes football listening to music visiting other countries and speaking English
- c) Fauzia likes music television tennis cooking and studying French

Now write some more sentences about people you know. What do they like?

- d) _____
- _____
- e) _____
- _____
- f) _____
- _____

14 Read this paragraph about Ali. The capital letters, full stops and one comma are missing. Write them in.

my brother is a mechanic in a garage in bahrain his name is ali and he is twenty-two years old the name of the garage is altaf hussain motors ali is single and he lives with our parents in

manama our house is about two miles from the garage ali likes reading watching television and playing volleyball he speaks arabic and a little farsi

- a) How many full stops are there? _____
- b) How many sentences are there? _____
- c) How many capital letters? _____

■ PARAGRAPH WRITING

15 Read the paragraphs about Fatima, Fareed, Ali, Waleed and Nadia on pages 5–13 again.

Write a paragraph about one of these two people. Use the verbs:

is has lives works likes speaks

| | | |
|------------------------|--|--------------------------------------|
| <i>Name:</i> | Yasser Mohammad | Khadija Aziz |
| <i>Age:</i> | 27 | 19 |
| <i>Job:</i> | accountant | clerk |
| <i>Place of work:</i> | the Nile Hotel | the United Bank |
| <i>Married/Single:</i> | married | married |
| <i>Children:</i> | three | — |
| <i>Home:</i> | flat – Alexandria | house – Damascus |
| <i>Hobbies:</i> | listening to music, fishing, table tennis | cooking, writing letters, reading |
| <i>Languages:</i> | Arabic, Greek, English | Arabic, French, Turkish |

Checklist

Read your paragraph again and answer these questions.

Write your answers under 1.

| | Paragraph | | |
|--|-----------|---|---|
| | 1 | 2 | 3 |
| a) How many sentences are there? | | | |
| b) How many full stops? | | | |
| c) Does each sentence begin with a capital letter? | | | |
| d) Does each sentence have a verb? | | | |

16 Write a paragraph about a friend or relative. First fill in this table about him or her. It will help you.

| | |
|------------------------------|-------------------------|
| <i>Name:</i> _____ | <i>Children:</i> _____ |
| <i>Age:</i> _____ | <i>Home:</i> _____ |
| <i>Job:</i> _____ | <i>Hobbies:</i> _____ |
| <i>Place of work:</i> _____ | |
| <i>Married/Single:</i> _____ | <i>Languages:</i> _____ |
| | _____ |

Read your paragraph again and answer the questions in the checklist above. Write your answers under 2.

17 Ask another student in your class questions.

For example: Where do you live?

How old are you? Are you married?

Which languages do you speak?

Write the answers in this table:

| | |
|------------------------------|-------------------------|
| <i>Name:</i> _____ | <i>Children:</i> _____ |
| <i>Age:</i> _____ | <i>Home:</i> _____ |
| <i>Job:</i> _____ | <i>Hobbies:</i> _____ |
| <i>Place of work:</i> _____ | |
| <i>Married/Single:</i> _____ | <i>Languages:</i> _____ |
| | _____ |

Now write a paragraph about the student. Do not write the name of the student.

Begin your paragraph: Student X . . .

Then complete the checklist (3). Now see if another student can find out who it is.

■ CORRECTING WRITTEN WORK

18 Read this paragraph about Ahmed. There are the following mistakes:

FIVE spelling mistakes

FIVE capital letters are missing

THREE full stops are missing

TWO commas are missing

Try to find them and correct them.

Ahmed is the manager of a
 hotel in cairo. the name of
 the hotel is the garden hotel
 Ahmed plaiys tennis and he likes
 reading waching television and
 lisening to music. He is married
 and he has three children He is
 thirty-eihgt years old. He speaks
 Arabic french and English

Now write out the paragraph correctly.

■ SPELLING AND VOCABULARY

19 -er

Many jobs end in -er.

Write in the missing letters for these jobs:

a) t _ _ _ _ er b) s _ _ _ _ er c) d _ _ _ _ er d) e _ _ _ _ _ er e) s _ _ _ _ _ er

f) o _ _ _ _ _ er g) w _ _ _ _ er h) m _ _ _ _ _ er

Do you know any more? Write them here:

(Note: we write 'inspector' and 'doctor'.)

Some relatives end in -er too. Write them below.

h) b _ _ _ _ e r

i) s _ _ _ e r

j) d _ _ _ _ _ e r

k) f _ _ _ e r

l) m _ _ _ e r

m) g _ _ _ _ _ _ _ e r

n) g _ _ _ _ _ _ _ e r

20 Numbers

Write out the numbers from 1 to 20

| | | |
|----------|----------|----------|
| 1 _____ | 2 _____ | 3 _____ |
| 4 _____ | 5 _____ | 6 _____ |
| 7 _____ | 8 _____ | 9 _____ |
| 10 _____ | 11 _____ | 12 _____ |
| 13 _____ | 14 _____ | 15 _____ |
| 16 _____ | 17 _____ | 18 _____ |
| 19 _____ | 20 _____ | |

21 Vowels

These words are all from the unit. The vowels (a, e, i, o, u) are missing. Write them in.

| | | |
|----------------|-------------------|---------------------|
| m _ r r _ _ d | s _ n g l _ | c _ _ s _ n |
| ch _ l d r _ n | c _ m p _ n y | g _ r _ g _ |
| _ _ r p _ r t | _ s s _ s t _ n t | m _ c h _ n _ c |
| h _ _ s _ | h _ s p _ t _ l | s _ c r _ t _ r y |
| m _ s _ c | h _ t _ l | t _ l _ v _ s _ _ n |


UNIT TWO

INTRODUCING YOURSELF

READING

1 Read this paragraph about Mohammad Yousef. He is introducing himself.

My name is Mohammad Yousef and I am a football player. I was born in Tanta in Egypt. I play for a club in Cairo. The name of the club is Al Awal club. I am twenty-eight years old and I am married. I have one child. I live in a large flat in Dokki with my wife, my son, my mother, my brother and my brother's family. I speak Arabic and English. I also understand some French, but I don't speak it well. I like squash, music and going to the cinema. Of course, I also like football!

- a) How many full stops are there? _____
- b) How many exclamation marks are there? _____
- c) How many sentences are there? _____
- d) How many commas are there? _____ Put a circle  around them.
- e) One verb is negative. Write it here: _____
- f) What are the other verbs? Complete the list:
is am was born play _____

Now complete the table with information about Mohammad.

| | |
|--------------------------------|---|
| Name: <u>Mohammad Yousef</u> | Born: <u>Tanta in Egypt</u> |
| Age: <u>28</u> | Home: <u>Al Awal club</u> |
| Job: <u>Football player</u> | Hobbies: <u>squash, music, cinema</u> |
| Place of work: <u>Cairo</u> | |
| Married/Single: <u>Married</u> | Languages: <u>Arabic, English, French</u> |
| Children: <u>1</u> | |

2 Three students have written about themselves:

My name is _____ . I was born in Alexandria, but I don't live there now. I live in Cairo and I am a student at Cairo University. I am twenty years old and I am not married. I study English at the university. I am in my second year there. I also study Arabic, business administration and mathematics. I speak Arabic, French and English.

My name is _____ . I was born in Salalah in the south of Oman. I am twenty-two years old and I am a student at a college in Al Khuwair. The name of the college is the Oman Technical Industrial College. I study business administration. I am in my third year there. I also study English and computing. I would like to work in a bank.

My name is _____ . I am seventeen years old and I am a student at a secondary school in Amman in Jordan. I was born in a small town near Amman, but I live in Amman now. I study Arabic, mathematics and science. I also study computing at home. I hope to go to university next year to study computing. I speak Arabic and English.

Use the table to find the names of the three students.

| <i>Subjects</i> | <i>Khalifa</i> | <i>Fauzia</i> | <i>Hamad</i> |
|-------------------------|----------------|---------------|--------------|
| Arabic | | ✓ | ✓ |
| English | ✓ | ✓ | |
| business administration | ✓ | ✓ | |
| computing | ✓ | | ✓ |
| mathematics | | ✓ | ✓ |
| science | | | ✓ |

a) Where does Khalifa live?

He lives

b) Which subjects does Fauzia study?

She studies

c) Where was Hamad born?

He was born

d) Which student wants to work in a bank?

3 Are you a student? _____ . What subjects do you study? Tick ✓ the boxes.

- | | | | | | |
|-------------|--------------------------|-----------------|--------------------------|------------------|--------------------------|
| mathematics | <input type="checkbox"/> | engineering | <input type="checkbox"/> | history | <input type="checkbox"/> |
| science | <input type="checkbox"/> | Islamic studies | <input type="checkbox"/> | business studies | <input type="checkbox"/> |
| computing | <input type="checkbox"/> | medicine | <input type="checkbox"/> | accounting | <input type="checkbox"/> |
| geography | <input type="checkbox"/> | economics | <input type="checkbox"/> | Arabic | <input type="checkbox"/> |
| English | <input type="checkbox"/> | French | <input type="checkbox"/> | | |

others: _____

Write a sentence:

I _____

4 What languages do you speak?

- | | | | | | | | | | |
|--------|-------------------------------------|---------|-------------------------------------|--------|--------------------------|---------|--------------------------|---------|--------------------------|
| Arabic | <input checked="" type="checkbox"/> | English | <input checked="" type="checkbox"/> | French | <input type="checkbox"/> | German | <input type="checkbox"/> | Greek | <input type="checkbox"/> |
| Hindi | <input type="checkbox"/> | Urdu | <input type="checkbox"/> | Farsi | <input type="checkbox"/> | Swahili | <input type="checkbox"/> | Turkish | <input type="checkbox"/> |

others: _____

Write a sentence:

I _____

Language: like/likes

Look at these sentences:

- | | |
|--------------------------------|--------------------------------|
| I like football. | Fatima likes reading. |
| I have one child. | She has three children. |
| I am a football player. | She is a teacher. |

5 Put the right verbs in these sentences.

a) work/works

I _____ in a bank, but my brother _____ in a ministry.

b) am/is

My sister _____ a teacher, I _____ a nurse and my brother _____ a clerk.

c) play/plays

Abdullah _____ tennis, but I _____ squash.

d) have/has

Nora _____ three children, Hassan _____ two and I _____ none.

e) study/studies

My sister _____ French and German, but I _____ English and Arabic.

f) like/likes

My brother _____ watching television, but I _____ reading.

SENTENCE BUILDING

6 Use the table to write sentences like this.

| WHO? | VERB | WHAT? |
|------|------|-------|
|------|------|-------|

I

like

listening to music.

| <i>Hobbies</i> | <i>Khalifa</i> | <i>Fauzia</i> | <i>Hamad</i> | <i>You</i> |
|---------------------|----------------|---------------|--------------|------------|
| watching television | | ✓ | | |
| playing football | × | | ✓ | |
| collecting stamps | | × | ✓ | |
| writing letters | | ✓ | × | |
| travelling | ✓ | ✓ | × | |
| listening to music | ✓ | | ✓ | |
| cooking | | ✓ | | |
| reading | ✓ | × | ✓ | |

Khalifa: "I like listening to music, travelling and reading."

Fauzia: "I _____"

Hamad: "I _____"

You: "I _____"

Language: don't

We put **do not** or **don't** in front of the base form of the verb to make the negative.

For example:

I **don't like** playing volleyball.

I **don't live** in Baghdad.

I **don't study** mathematics.

7 Now use the table in 6 to write sentences with **don't**.

Khalifa: "I don't like playing football".

Fauzia: "I _____"

Hamad: "I _____"

You: "I _____"

8 Make negative sentences with **don't**.

a) I speak French and Turkish very well. (English)

I _____

b) I work in a hospital. (ministry)

I _____

c) I play tennis and football. (squash)

I _____

d) I study engineering and mathematics. (computing)

I _____

Language: was born

Fatima **was born** in Muscat in Oman.

Waleed **was born** in Amman in Jordan.

Nadia lives in Kuwait, but she **was born** in Basra in Iraq.

Mohammad says. "I **was born** in Tanta in Egypt".

9 Answer the questions.

a) Where were you born?

I _____

b) Where was your father born?

My _____

c) Where was your mother born?

My _____

Now write three more sentences about people you know.

d) _____

e) _____

f) _____

■ JOINING SENTENCES

but

We use **but** to join sentences. Example:

I understand French. I don't speak it very well.

I understand French, **but** I don't speak it very well.

We usually put a comma before **but**.

10 Now join these sentences with **but**.

a) I am married. I have no children.

I am married, but I have no children.

b) I was born in Mosul. I live in Baghdad.

I was born in Mosul, but I live in Baghdad.

c) I live in Fehaheel. I work in Al Ahmadi.

I live in Fehaheel, but I work in Al Ahmadi.

d) I like listening to music. I don't like watching television.

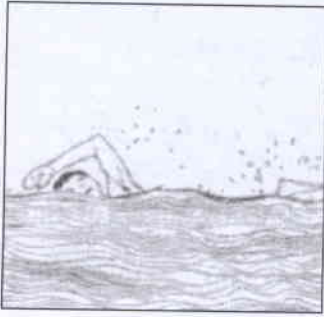
I like listening to music, but I don't like watching television.

e) I drive to the college. My brother goes on foot.

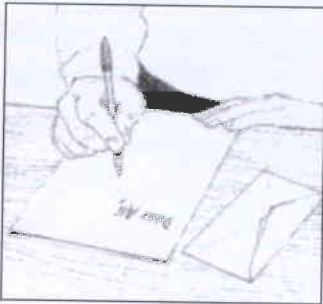
I drive to the college, but my brother goes on foot.

11 Use the pictures on the opposite page to write sentences like this:

I like . . . , but I don't like . . .



a) _____



b) _____



c) _____

Write three TRUE sentences about yourself with **but**.

d) _____

e) _____

f) _____

GUIDED PARAGRAPH

12 Fareed is writing about himself. Complete this paragraph with these verbs:

play speak study like live understand (not) speak have am is

I _____ a clerk in a bank in Riyadh in Saudi Arabia. My name _____ Fareed Saleem and I _____ thirty-one years old. The name of the bank _____ the British Bank of the Middle East. I _____ in a flat near the centre of Riyadh. I _____ married and I _____ two children. In the evenings I _____ English at the British Council. I _____ Arabic and English well. I also _____ a little Hindi, but I _____ it well. In my spare time I _____ a lot of tennis. I also _____ listening to music and travelling.

13 Use the table to complete the paragraph below.

| | | | |
|------------------------|---------------------------|-------------------|--|
| <i>Name:</i> | Fatima Al Baluchi | <i>Born:</i> | Seeb |
| <i>Age:</i> | 28 | <i>Home:</i> | house – Qurm |
| <i>Job:</i> | teacher | <i>Hobbies:</i> | reading, drawing, visiting other countries |
| <i>Place of work:</i> | Al Nahda Secondary School | <i>Study:</i> | French – at home |
| <i>Married/Single:</i> | married | <i>Languages:</i> | English, Arabic, a little French |
| <i>Children:</i> | 3 | | |

My name _____ Fatima Al Baluchi. I _____ years _____. I _____ a _____ Al Nahda _____ I _____ married _____ I _____ children. I _____ in Seeb but I _____ there. I _____ in _____ in Qurm. I _____ reading, _____ other _____ I _____ French at _____. I _____ Arabic, _____

■ PUNCTUATION

Apostrophes

Look at the apostrophe in this sentence:

Mohammad lives with his brother and his brother's family.

This means: "the family of his brother"

Note: my brother's car = the car belongs to one brother

my brothers' car = the car belongs to more than one brother.

14 Put apostrophes in these sentences *if necessary*.

- He works in Ahmeds company in Dammam.
- This is my sisters house. She likes gardening.
- The girls live next door to Fareeds sister.
- My sisters are students in the university.
- The boys house is very near. They walk to school.
- My sons name is Hamad. He is seventeen years old.

15 Put the full stops, commas, apostrophes and capital letters in these sentences.

- my wife studies french economics and history at the american university of beirut
- they speak arabic urdu and a little swahili
- my brother hopes to go to king abdul aziz university to study medicine
- the hotel is called the Nile hotel and the owners name is mustafa

16 Read this paragraph about Ali. The capital letters, full stops and commas are missing. Write them in.

my name is ali moosa i am twenty-two years old and i am single i was born in muharraq in bahrain but i live in manama i am a mechanic and i work in a garage about two miles from my house the name of the garage is altaf hussain motors the owner is a friend of mine my hobbies are reading watching television and playing volleyball i speak arabic and a little english

■ PARAGRAPH WRITING

17 You are Waleed or Nadia. Read the paragraphs about them in Unit 1 pages 12–13. Now write one paragraph again. Begin:

My name is Waleed/Nadia . . .

Checklist.

Read your paragraph again and answer the questions on the next page. Write your answers under 1.

| Paragraph | | |
|--|---|---|
| 1 | 2 | 3 |
| a) How many sentences are there? | | |
| b) How many full stops? | | |
| c) Does each sentence begin with a capital letter? | | |
| d) Does each sentence have a verb? | | |

18 Complete this table about yourself.

| | |
|------------------------------|-------------------------|
| <i>Name:</i> _____ | <i>Born:</i> _____ |
| <i>Age:</i> _____ | <i>Home:</i> _____ |
| <i>Job:</i> _____ | <i>Hobbies:</i> _____ |
| <i>Place of work:</i> _____ | _____ |
| <i>Married/Single:</i> _____ | <i>Languages:</i> _____ |
| <i>Children:</i> _____ | _____ |
| | <i>Study:</i> _____ |
| | _____ |

Now write a paragraph about yourself. Use these verbs:

am/is was born have work like live speak study play etc.

Begin: My name is . . .

Complete the checklist (2).

19 Read the paragraph about Mohammad on page 19 again. Find out some information about a famous person. Now write a paragraph about them. Do not write the name.

Begin: My name is X . . .

Complete the checklist (3).

Now give the paragraph to another student. Ask him or her who you have written about.

■ CORRECTING WRITTEN WORK

20 Read this paragraph about Samya. There are the following mistakes:

- FIVE spelling mistakes
- FOUR capital letters are missing
- THREE full stops are missing
- ONE comma is missing

Try to find them and correct them.

My name is Samya Yousef I was
borne in Dammam in the east of
Saudi arabia. I am twanty-one
yers old and I am not married
I stady computing mathematics
and sciens at King Fahd university
in dahran I like learning english
and travelling. I would like to be
a lecturer in computing.

Now copy out the paragraph correctly.

■ SPELLING AND VOCABULARY

21 Make the words for subjects from these jumbled letters.
Use the list of subjects on page 21 if you need help.

niececs _____ catishemmta _____

tiryosh _____ gotumpinc _____

gireigennen _____ cidenime _____

monosicce _____ nocantgicu _____

nebisuss desitus _____

22 What languages do they speak in these countries?

Choose from the list on page 21.

Austria _____ Turkey _____

Morocco _____ Canada _____

Greece _____ Pakistan _____

India _____ Iran _____

Tanzania _____ Belgium _____

23 Consonants

All of these words have double consonants, e.g. **pp, dd, ll, ff**, etc.

Try to complete the words.

a) t e _ _ i s

b) m i _ _ l e

c) l i _ _ l e

d) m a _ _ i e d

e) h o _ _ i e s

f) f o o t b a _ _

g) c o _ _ e g e

h) s m a _ _

i) l e _ _ e r

j) s p e _ _ i n g

k) o _ _ i c e

l) c o _ _ a

24 Sports and hobbies

We say: I play football.

but: I like watching football. I like drawing. etc.

Complete these sentences with sports and hobbies.

a) I like c _____ stamps.

b) I play t _____ very well.

c) I like c _____ and w _____ letters.

d) I play s _____, but not very well.

e) I like l _____ to music, but I don't like w _____ TV.

UNIT THREE

PLACES 1: COUNTRIES, CITIES, TOWNS and VILLAGES

READING

1 Fatima is writing about a town in Oman. Underline the verbs.

Birka is a small town in the north of Oman. It is situated on the coast. It has a population of about 10,000 people. Birka is famous for fishing and for dates. The town is surrounded by date palms. It also has an old fort and there is a small market near the beach.

- a) How many sentences are there? _____
- b) How many full stops? _____
- c) There are two verbs used in the paragraph. What are they? _____ and _____

Remember! We use capital letters for the names of towns, cities, villages and for countries.

d) What is the name of the town?

The name _____

e) Where is it?

It is _____

2 Read about this village.

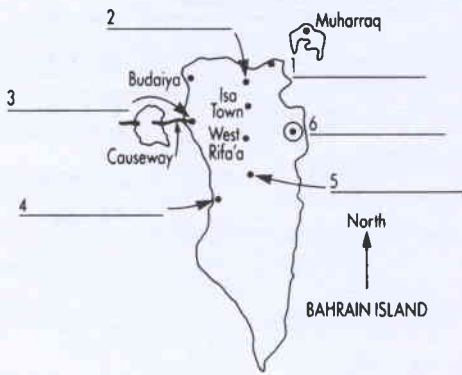
Misfah is a small village in the centre of Oman. It has a population of only a few hundred people. It is famous for its dates, lemons and limes. It is a beautiful place. There is fresh water and there are many trees. The village is surrounded by mountains.

There are three verbs. What are they? _____, _____ and _____

Now complete the table.

| Name | Birka | Misfah |
|-------------------|-------------------|--------|
| City/town/village | town | _____ |
| Situated | north coast | _____ |
| Country | Oman | _____ |
| Population | 10,000 | _____ |
| Famous for | fishing and dates | _____ |

3 Ali is writing about towns, cities and villages in Bahrain. Put the names on the map.



The capital of Bahrain is *Manama*. It is situated on the north coast of Bahrain Island. *Jidhafs* and *Isa Town* are also situated in the north. In the centre of the island are the towns of *West Rifa'a* and *Awali*. *Awali* is an oil town. On the west coast near the causeway are the villages of *Jasra* and *Budaiya*. Also on the west coast, south of *Jasra*, is the fishing village of *Zallaq*. On the east coast is the industrial area of *Sitra* and north of *Sitra* is the island of *Muharraq*. In the south of Bahrain Island there are only a few very small villages. Most people live in the north of the island.

4 Manama is the capital city of Bahrain. Here are some other capital cities. Write them next to their countries.

Damascus Manama Paris Washington London Riyadh Algiers Moscow
 Cairo Amman Delhi Karachi Muscat Doha Abu Dhabi Nicosia
 Baghdad Colombo Tokyo Beirut Ankara Athens

| | | | |
|---------|-------|--------------|-------|
| Bahrain | _____ | Syria | _____ |
| Iraq | _____ | Jordan | _____ |
| Egypt | _____ | Algeria | _____ |
| Lebanon | _____ | Oman | _____ |
| Japan | _____ | Pakistan | _____ |
| Turkey | _____ | India | _____ |
| France | _____ | Saudi Arabia | _____ |
| Qatar | _____ | Sri Lanka | _____ |
| Greece | _____ | Cyprus | _____ |

Note: These countries begin with **the**:

The United Arab Emirates (the UAE) _____

The United States of America (the USA) _____

The United Kingdom (the UK) _____

The Union of Soviet Socialist Republics
(the USSR or Russia) _____

5

a) Which country do you live in? _____

b) Do you live in a city, a town or a village? _____

c) What is its name? _____

6 Add some cities, towns and villages to the lists.

cities

towns

villages

Cairo

Birka

Misfa

| | | |
|-------|-------|-------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

7 Read the paragraph about Birka on page 31 again and complete this sentence:

Birka has an _____ and a small _____.

Here are some more of the important or interesting places in towns and cities.

- a castle
- a museum
- an airport
- a mosque
- a river

- a park
- a harbour
- a factory
- a square

- a zoo
- a beach
- a corniche
- an embassy

Which of these are there in your town/village/city?

What other interesting places are there? _____

Language: There is/There are

When we write about a place we write sentences such as:

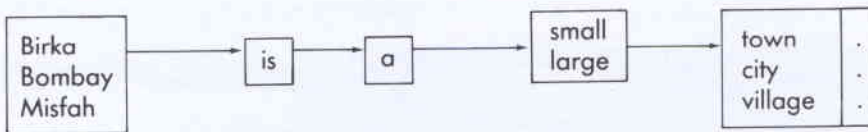
| THERE | VERB | WHAT? | WHERE? |
|-------|------|----------------|------------|
| There | is | a small market | in Birka. |
| There | are | many trees | in Misfah. |

8 Write **There is** or **There are** in these sentences:

- a) _____ a new airport in Jeddah.
- b) _____ some beautiful mosques in Istanbul.
- c) _____ an old castle in Kerak.
- d) _____ many modern buildings in Amman.
- e) _____ a large harbour in Bombay.

■ **SENTENCE BUILDING**

9 Look at this table.



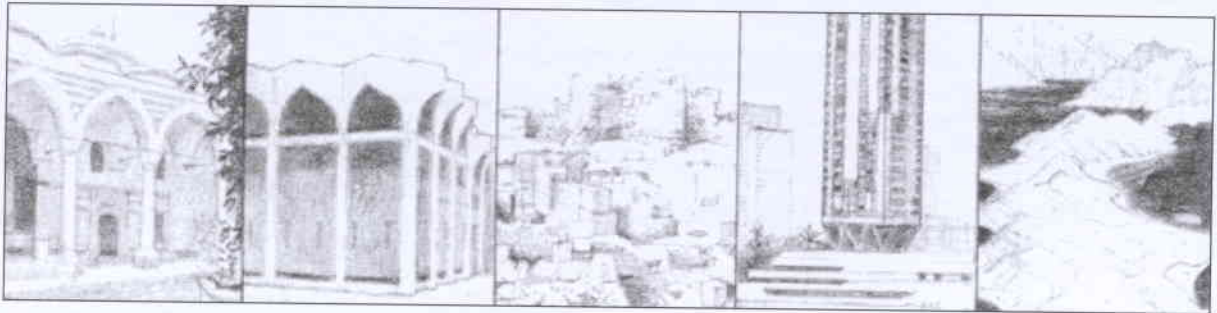
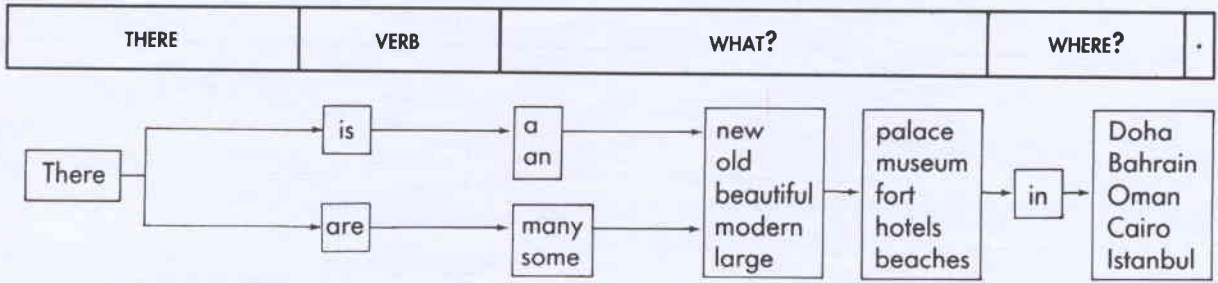
Write three sentences from the table.

- a) _____
- b) _____
- c) _____

Now write a sentence about your city/town/village.

- d) _____

10 Write five sentences with **There is** and **There are** using the pictures and the table.



Istanbul

Doha

Bahrain

Cairo

Oman

- a) _____
- b) _____
- c) _____
- d) _____
- e) _____

Write two sentences about where you live.

- f) _____
- g) _____

Language: WHERE? – in/on

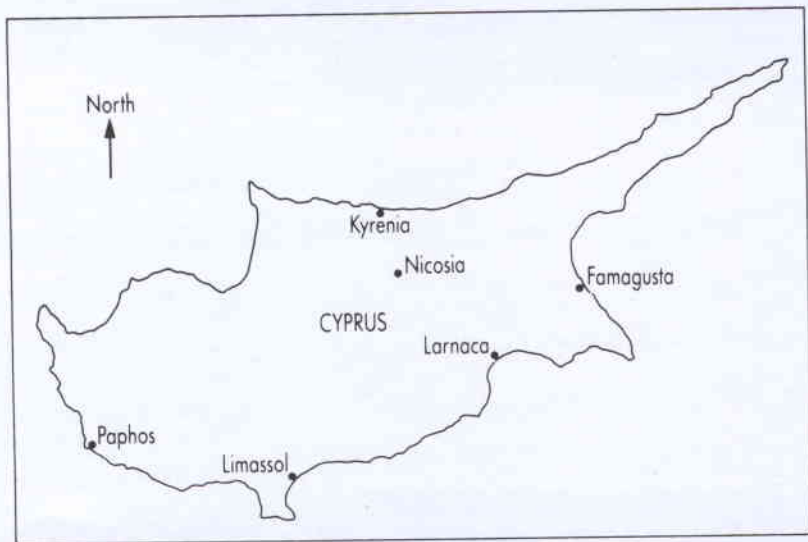
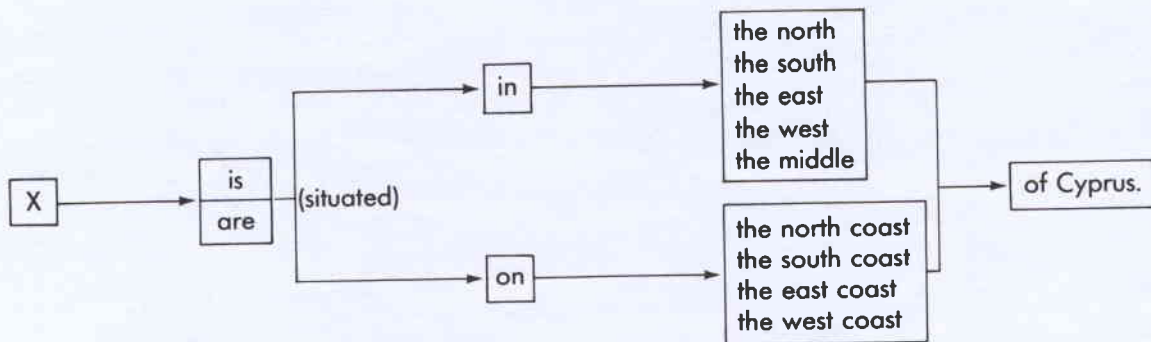
Notice we write:

Birka is in the north of Oman.
 Misfah is in the centre.

but: Birka is on the coast.
 and: Zallaq is on the west coast.

11 Look at the table and the map below.

| WHAT? | VERB | WHERE? |
|-------|------|--------|
|-------|------|--------|



Now write sentences about these towns.

a) Paphos

b) Kyrenia

c) Nicosia

d) Famagusta

e) Limassol and Larnaca

Now write about these cities. (Find a map if you need one.)

f) Aswan

g) Riyadh

h) Mosul

i) your town/city/village

Language: is not/are not

We add **not** after **is** and **are** to make negatives.

For example:

Aleppo **is not** on the coast.

There **are not** many trees in my town.

We can also write: **isn't** and **aren't**.

12 Make negative sentences using the words in brackets.

a) Baghdad is situated on a river. (Doha)

b) There are many mountains in Yemen. (Bahrain)

c) Casablanca and Agadir are on the coast. (Marrakesh and Fez)

d) There is a camel market in Al Ain. (Dubai)

Language: **a** and **the**

When we know there is only one of a thing we say **the**. For example:

the capital of Bahrain
the centre of the island
the north coast
the south
 etc.

We also write **the** when we have already written about the thing or place. For example:
 Birka is **a** small town in the north of Oman. **The** town is surrounded by date palms.

■ GUIDED PARAGRAPHS

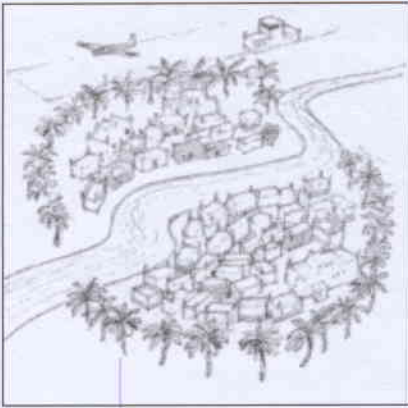
13 Read about these two places in the country of Howar. (It is not real). Complete the paragraphs with **a**, **an** or **the**.

- a) Tarbat is _____ small town in _____ south of _____ country. It is on _____ coast. It has _____ population of about two thousand. It has _____ small market and _____ old fort in _____ centre of _____ town. It is famous for fishing and boat building.
- b) Darseit is _____ small village in _____ north of _____ country. It is not on _____ coast. It is situated on _____ hill. Darseit is famous for its beautiful carpets. It has _____ population of five hundred people.

Now read about two more places. Put in the missing verbs: **is**, **are**, **has**.

- c) Dukhan _____ a village on the west coast of the country. It _____ a population of four hundred people. It _____ a small harbour. There _____ many coconut palms around the village. Dukhan _____ not very famous, but it _____ a very beautiful place.
- d) Daria _____ a small town in the north of the country. It _____ situated on a river. The town _____ surrounded by date palms. It _____ many modern buildings. There _____ some factories and there _____ an airport outside the town. Daria _____ a population of over twelve thousand people.

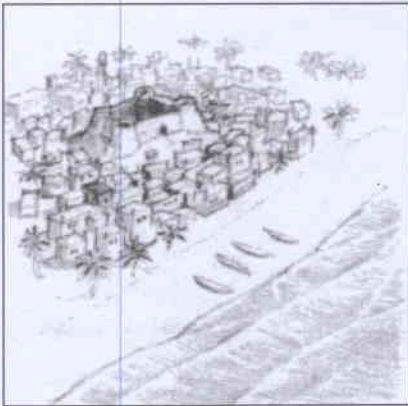
Read the paragraphs again and write the names by the pictures.



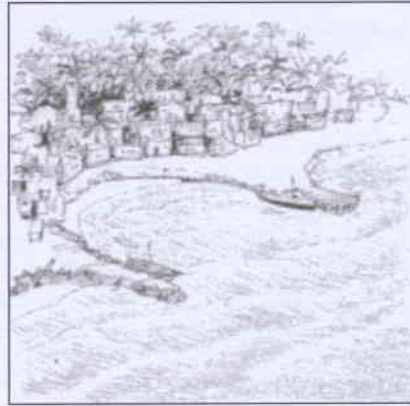
1. _____



2. _____



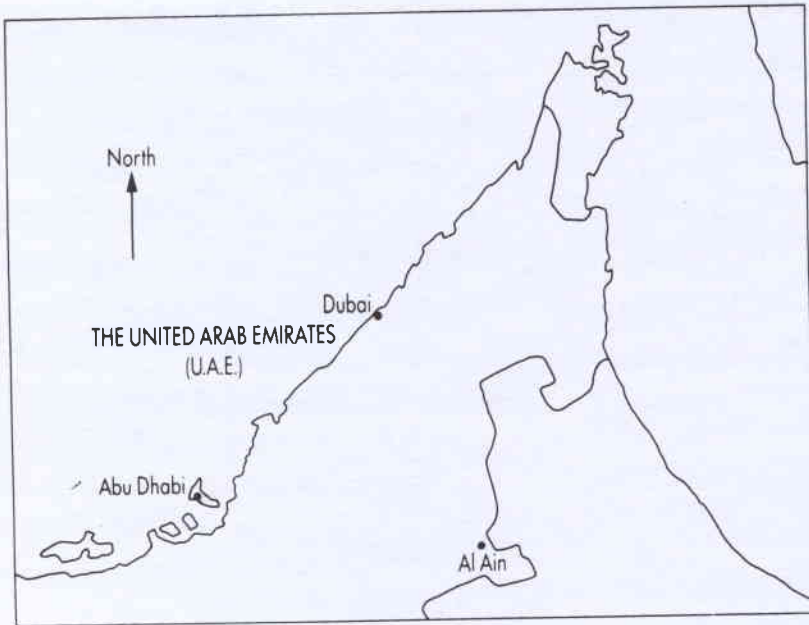
3. _____



4. _____

14 Look at the table below and the map on the next page and complete the paragraph.

| | |
|----------------------------|---|
| Name: | Al Ain |
| Town/city/village: | city |
| Country: | the UAE |
| Situated: | east |
| Population: | 200,000 |
| Famous for: | fresh water, trees |
| Interesting places: | zoo, entertainment park, museum, camel market. |



Al Ain _____ a _____ in the _____ of the _____
 _____ . It _____ population _____
 thousand people. It _____ famous for _____ and _____
 There _____ a _____ and an _____ . Al Ain also
 _____ a very interesting _____ and _____

■ PUNCTUATION

15 Put the capital letters, full stops and commas in these sentences.

- a) my brother lives in the united states of america
- b) athens is the capital city of greece
- c) my sister studies french in a university in tunisia
- d) abdullah was born in jordan but he lives in the united arab emirates
- e) he lives in a town in the north of iraq

16 Read about this city. Write in the capital letters and full stops.
 One comma is missing.

bombay is a large city in the west of india it has a population of ten million it is situated on the

coast there is a large harbour in bombay and there are many parks gardens and markets
 bombay is famous for its harbour and for its film industry

Three verbs are used in this paragraph. What are they?

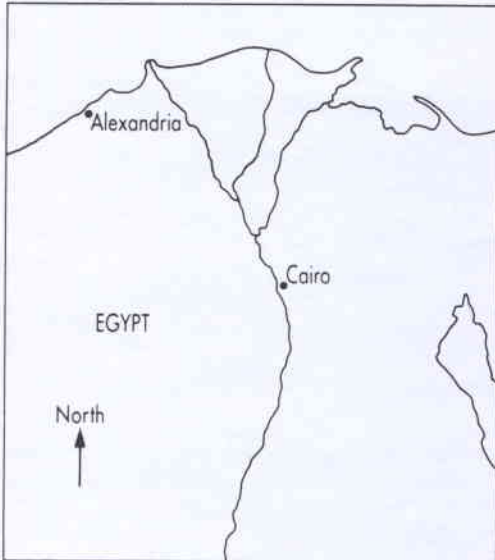
_____, _____ and _____.

Now complete the table with information about Bombay:

| | |
|----------------------------|-------|
| <i>Name:</i> | _____ |
| <i>Town/city/village:</i> | _____ |
| <i>Country:</i> | _____ |
| <i>Situated:</i> | _____ |
| <i>Population:</i> | _____ |
| <i>Famous for:</i> | _____ |
| <i>Interesting places:</i> | _____ |

■ PARAGRAPH WRITING

17 Write a paragraph about Alexandria. Use the table on the next page and the map below. Use these verbs: **is, are** and **has**.



Name:
Town/city/village:
Country:
Situated:
Population:
Famous for:
Interesting places:

Alexandria
 city
 Egypt
 north coast
 4,000,000
 harbour and beaches
 library, Montazah palace,
 Roman theatre, aquarium.

Bahla
 town
 Oman
 north
 8,000
 magic, pottery
 fort, market, date gardens.

Checklist

Read your paragraph again and answer these questions.
 Write your answers under 1.

| | | | | | Paragraph | | | |
|----|--|--|--|--|-----------|---|---|---|
| | | | | | 1 | 2 | 3 | 4 |
| a) | How many sentences are there? | | | | | | | |
| b) | How many full stops? | | | | | | | |
| c) | Does every sentence begin with a capital letter? | | | | | | | |
| d) | Do the names of places begin with capital letters? | | | | | | | |
| e) | Does each sentence have a verb? | | | | | | | |

18 Now write a paragraph about Bahla and complete the checklist. (2)

19 Write about your town, village or city or one that you know. First complete part A of the table below. It will help you.

| | A | B |
|----------------------------|-------|-------|
| <i>Name:</i> | _____ | _____ |
| <i>Town/city/village:</i> | _____ | _____ |
| <i>Country:</i> | _____ | _____ |
| <i>Situated:</i> | _____ | _____ |
| <i>Population:</i> | _____ | _____ |
| <i>Famous for:</i> | _____ | _____ |
| <i>Interesting places:</i> | _____ | _____ |

Complete the checklist. (3)

Now exchange your book with a partner. Make sure your partner has not written about the same place. Complete part B in the table above with information from his/her paragraph.

20 Read the paragraph about Bahrain on page 32 again. Now draw a map of your country and put in the capital city and the main cities and towns. Write a paragraph about the country.

Complete the checklist. (4)

■ CORRECTING WRITTEN WORK

21 Read this paragraph about a city. There are the following mistakes:

- FIVE spelling mistakes.
- THREE full stops are missing.
- THREE capital letters are missing.
- ONE comma is missing.

Try to find them and correct them.

London is a lagre city in
 the soth of england. it is
 situatd on a river london is
 famous for its old bildings its
 parks and gardens lt has a
 population of aboat eight
 million people

Now write out the paragraph correctly.

■ SPELLING AND VOCABULARY

22 Make the names of countries from the jumbled letters and write them below. They are all in this unit.

nabenol
 inhabra
 crege

taraq
 creanf
 danii

kureyt
 instau
 isausr

pyteg
 yaris
 het deutin tasset

naskipat
 ranodj

These countries do not appear in the unit. What are they?

iwakut
 danaac

dalnloh
 neemy

dauns
 laity

pinas
 baliy

lesnetipa
 tinranage

K _____ H _____ S _____ S _____ K _____

C _____ Y _____ I _____ L _____ A _____

23 p and b

Say these words to yourself:

| | |
|-------|-------|
| pin | bin |
| pat | bat |
| pet | bet |
| peach | beach |

Now complete these words with **p** or **b**.

a) _ e o _ l e

b) _ o r n

c) _ o y

d) o _ _ o s i t e

e) _ u s

f) a _ _ l e

g) _ a _ e r

h) _ o _ u l a t i o n

i) _ r o t h e r

j) _ l a y i n g _ a s k e t _ a l l

24 Vowels

These words are all from the unit. Write in the missing vowels (a, e, i, o, and u).

f _ r t

m _ r k _ t

c _ s t l _

f _ c t _ r y

g _ r d _ n

v _ l l _ g _

n _ r t h

c _ n t r _

c _ r n _ c h _

r _ v _ r

w _ s t

c _ p _ t _ l

Take care with spelling when there are two vowels together in a word, for example: harbour

a b _ _ t

m _ _ n t _ _ n

b _ _ t

m u s _ _ m

b _ _ l d i n g

s i t _ _ t e d

c _ _ n t r y

s _ _ t h

f a m _ _ s

s u r r _ _ n d e d

b _ _ c h

p o p u l a t _ _ n

This word has three vowels together! What is it?

b _ _ _ t i f u l

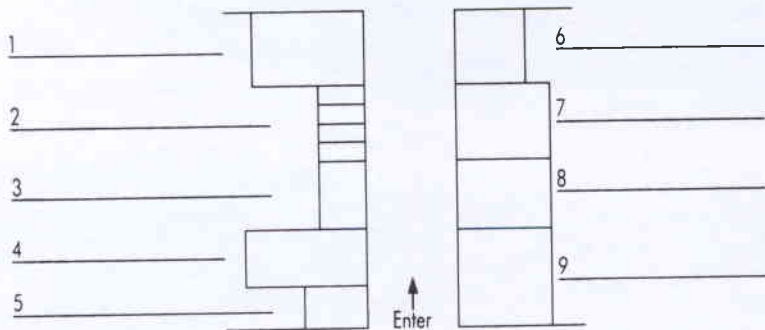
UNIT FOUR

PLACES 2: Streets and Houses

READING

1 This is Waleed's street in Amman. Read the paragraph and put the names of the buildings on the map.

I live in a busy street in Amman. As you enter the street, there is a **mosque** on your left. Next to the mosque is a **supermarket**. On the right, opposite the mosque, there are some **flats** and next to the flats is a **police station**. On the left, opposite the police station, is a **video shop**. At the end of the street on your left is another **mosque**. Between the mosque and the video shop there are some **small shops**. Opposite the shops there is a **garage**. The garage is between the police station and a **restaurant**.



a) How many sentences are there? _____

b) Underline the verbs.

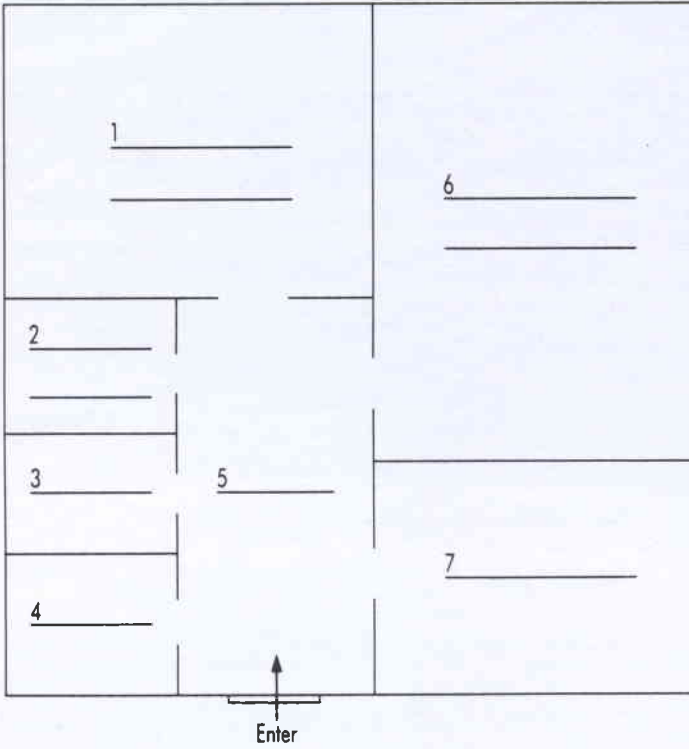
c) Four different verbs are used:

live, enter, _____ and _____

d) Where is the video shop?

e) Where are the small shops?

2 Read about Fareed's flat in Riyadh. Write the names of the rooms on the plan below.



I live in a small flat in Riyadh. As you enter the door there is a **bathroom** on your left. Next to the bathroom is a small **toilet**. Opposite the bathroom is the **kitchen**. Next to the kitchen on the right is the **living room**. There is a **small bedroom** on your left. It is next to the toilet. At the end of the **hall**, opposite you, is a **large bedroom**.

a) Which room is next to the kitchen?

The

b) Which room is opposite the bathroom?

The

c) Where is the small bedroom?

It is

3 What shops and other buildings are there in the street in paragraph 1? Write them here:

Here are some more places: a school a tailor's shop an electrical shop a showroom
a pharmacy a hospital a bus station a cinema a car park a bakery
some offices some flats some houses

What is there in your street? Write two sentences.

There is _____

There are _____

4 In a flat or house we can have these rooms:

bedroom living room dining room bathroom toilet kitchen sitting room
store room hall courtyard

What rooms are there in your home? Make a list. For example: bedrooms – two

| <i>Room</i> | <i>Number</i> |
|-------------|---------------|
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |

Note: We usually say **large** or **small** for rooms.

For example: a **small** kitchen
a very **large** bedroom.

Write two sentences about your house or flat.

Examples: There is a large kitchen in my house. There are two small bedrooms in my house.

There is _____

There are _____

Language: **a** and **the**

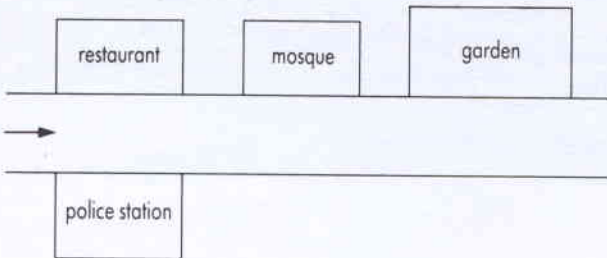
Read the first passage again and circle **a** and **the** in every sentence.

Look at these sentences:

There is **a** mosque on your left. Next to **the** mosque is **a** supermarket.

Remember, the first time we talk about a place we say **a**. After that, when we know the place, we say **the**.

5 Put **a** or **the** in these sentences.



On your right there is _____ police station. Opposite _____ police station is _____ restaurant. Next to _____ restaurant there is _____ mosque. _____ mosque is between _____ restaurant and _____ garden.

Language: **WHERE?**

Prepositions and phrases like

next to, opposite, between, on the left, on the right, on your left, on your right, at the end of, etc.

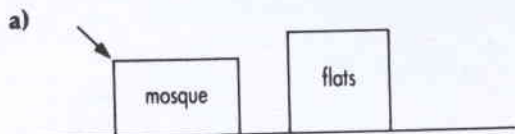
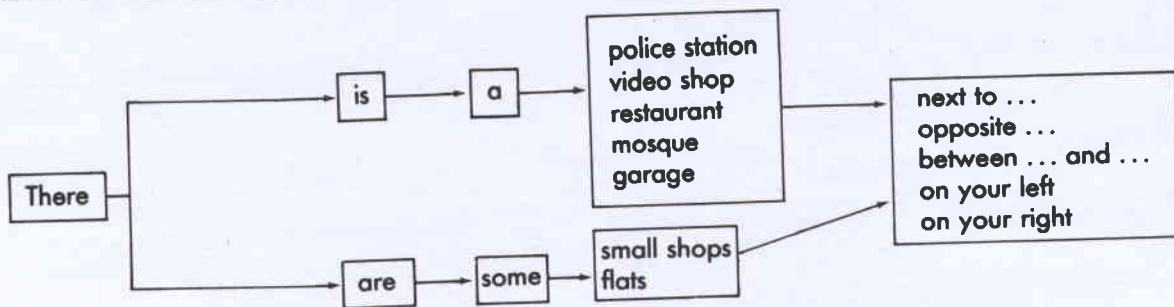
tell us where things are.

Read the first paragraph again. Put a box round these prepositions and phrases.

SENTENCE BUILDING

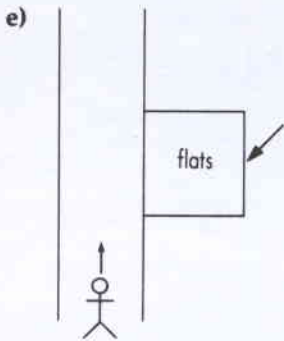
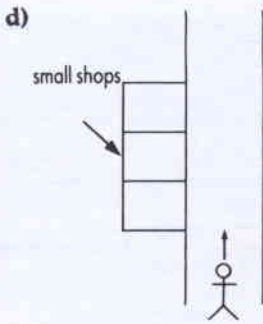
6 Look at the maps and write sentences to say where the places shown by the arrows are. This table will help you.

| THERE | VERB | WHAT? | WHERE? |
|-------|------|-------|--------|
|-------|------|-------|--------|

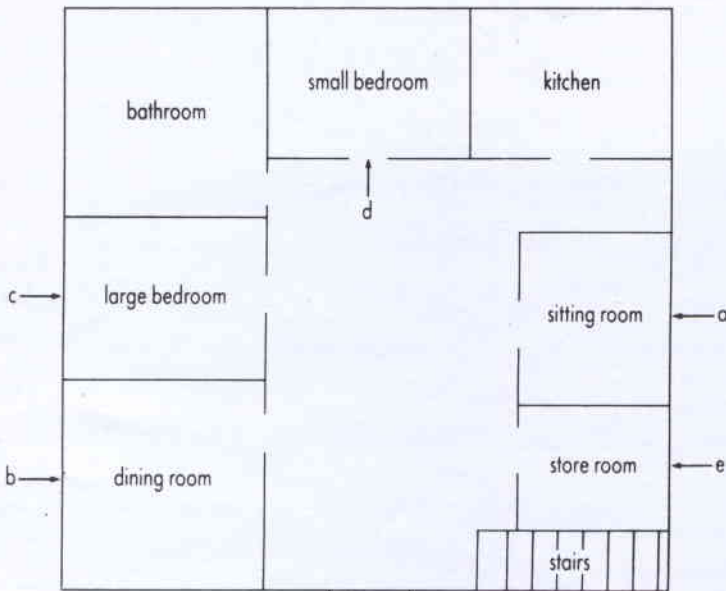








7 Now look at the plan of a house.



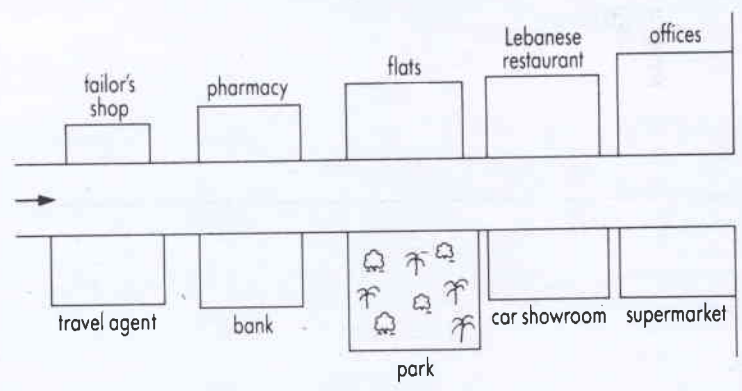
Now write five sentences about the rooms that are labelled. Use the prepositions and phrases in brackets.

- a) (opposite) _____
- b) (on the left) _____
- c) (next to) _____
- d) (between) _____
- e) (on the right) _____

GUIDED PARAGRAPHS

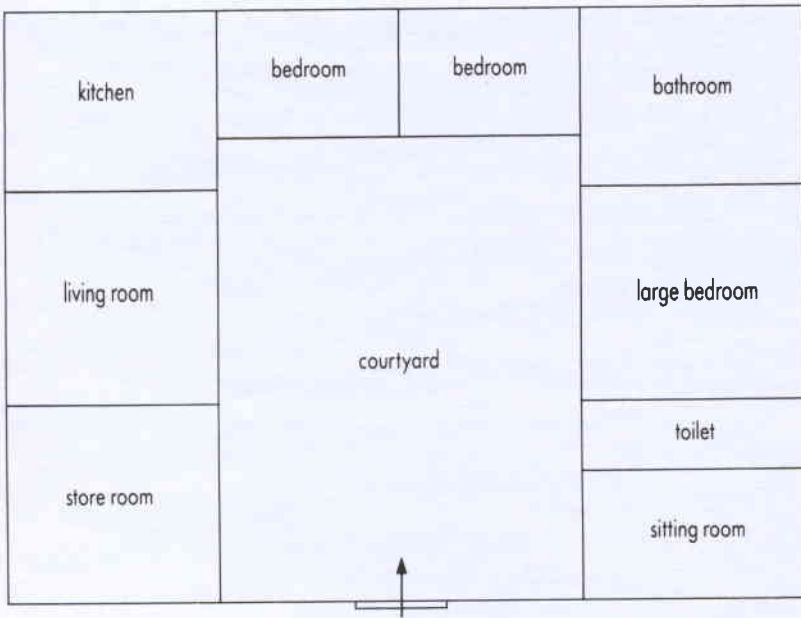
8 Look at the plan of Nadia's street in Kuwait and complete this paragraph with:

- at in on next to opposite between left right



As you enter the street, there is a travel agent _____ your _____ . _____ the travel agent is a bank. The bank is _____ a pharmacy. The pharmacy is _____ a tailor's shop and some flats. _____ the _____ of the street, _____ the flats, is a beautiful park and _____ it is a car showroom. _____ the car showroom, on the corner, is a supermarket. _____ the supermarket, _____ the end of the street are some offices. _____ the offices and the flats is a Lebanese restaurant.

9 Look at the plan of Ali's house in Bahrain and complete this paragraph.



My parents live in an old house in Manama. As you enter the door there is _____ large _____ . _____ your _____ , near the door, is a _____ room. This _____ for guests. Next _____ sitting room _____ a toilet. _____ sitting room _____ store room. Opposite you _____ two _____. On the _____ in the corner is _____ bathroom. _____ bathroom and _____ toilet _____ a large _____. This _____ my parents' room. Opposite the large bedroom _____ a _____ room. _____ living _____ is _____ the store room and the kitchen.

■ PUNCTUATION

10 Commas

Look how we use one comma in these sentences:

As you enter the street, there is a mosque on your left.

At the end of the hall, there is a large bedroom.

And two in these sentences:

On the right, between the garage and the bakery, is a park.

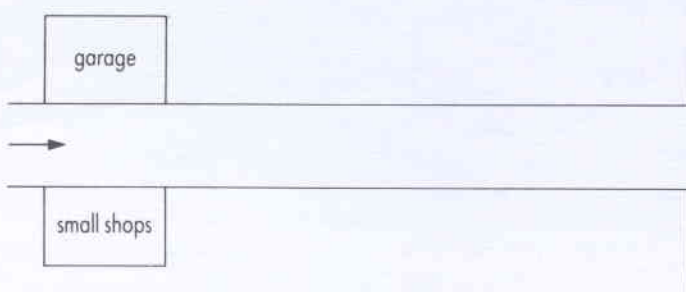
On your left, opposite the police station, is a video shop.

Next to the video shop, on your left, is a car showroom.

11 Put the capital letters, full stops and commas into this paragraph about Mohammad's street in Cairo.

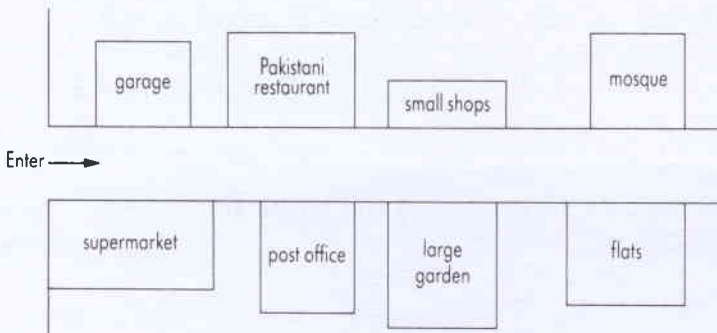
as you enter the street there are some small shops on your right next to the shops is a small park opposite the shops is a garage and next to the garage is a supermarket at the end of the street on your left is an electrical shop between the electrical shop and the supermarket are some flats opposite the flats there is a pharmacy next to the pharmacy at the end of the street is a tailor's shop it is opposite the electrical shop

Now complete the map of the street.



■ PARAGRAPH WRITING

12 Now write a paragraph about the street in the map below. Use the verbs: **is** and **are**.



Begin: As you enter the street . . .

Checklist

Read your paragraph again and answer these questions. Write your answers under 1.

| | Paragraph | | | |
|---|-----------|---|---|---|
| | 1 | 2 | 3 | 4 |
| a) How many sentences are there? | | | | |
| b) How many full stops? | | | | |
| c) Does every sentence begin with a capital letter? | | | | |
| d) Does each sentence have a verb? | | | | |

13 Draw a map of your street or a street that you know.

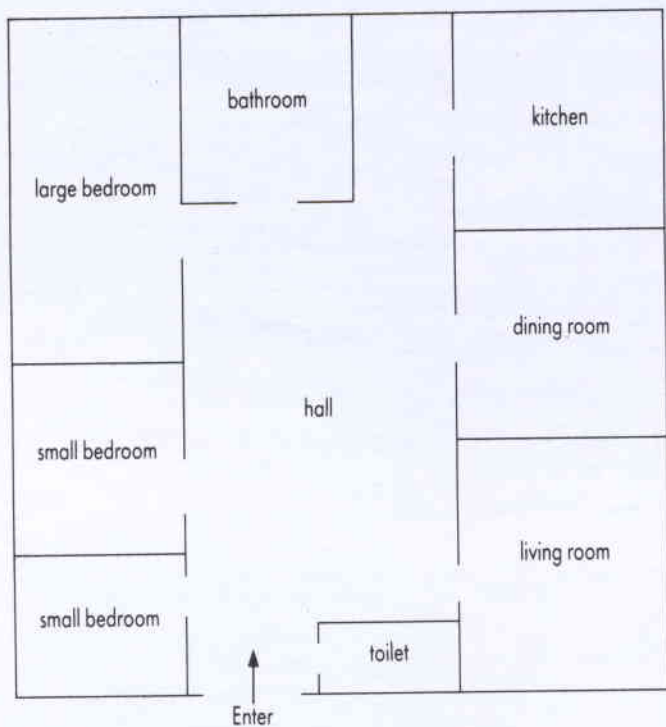
Write a paragraph about it.
Now complete the checklist (2).

Exchange your paragraph with another student's. Try to draw a map of his or her street.

14 Look at this plan of a house. Write a paragraph about it.

Use the verbs: **is** and **are**

Begin: As you enter the hall . . .



Complete the checklist (3).

15 Now draw a plan of your house or flat. Write a paragraph about it. Use the verbs: **is** and **are**.

Complete the checklist (4).

Now exchange your paragraph with your partner's. Try to draw a plan of his/her house or flat.

■ CORRECTING WRITTEN WORK

16 Read this paragraph about a house. Try to correct the following mistakes:

- FIVE spelling mistakes
- TWO capital letters are missing
- TWO full stops are missing
- TWO commas are missing

As you enter the hall there is
 a kichen oposite you. on your
 left there is a bathroom a toilet
 and a bedrm there is a dining
 room on your right. Next to
 the kitchen there is a liveing room.
 Betwen the living and dining
 rooms is a toilet

Now copy the paragraph correctly.

■ SPELLING AND VOCABULARY

17 Plurals

a) Add s:

| | |
|--------|-------|
| town | towns |
| mosque | _____ |
| tree | _____ |
| park | _____ |
| office | _____ |

c) Add es:

| | |
|-------|---------|
| beach | beaches |
| box | _____ |
| match | _____ |

b) Change y to -ies:

| | |
|----------|-----------|
| country | countries |
| city | _____ |
| factory | _____ |
| embassy | _____ |
| ministry | _____ |

d) Irregular

| | |
|-------|-------|
| child | _____ |
| man | _____ |
| woman | _____ |

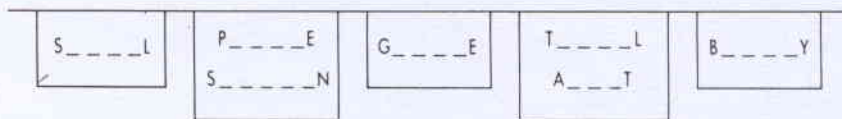
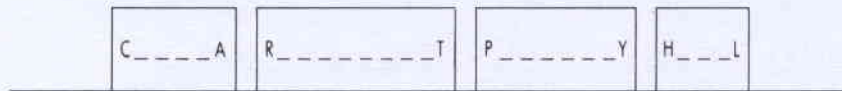
bus _____

wife _____

telex _____

18 Shops and buildings

Complete these signs on the buildings on the street below.



19 Rooms

Complete these sentences with rooms.

- a) You sleep in the _____.
- b) You eat in the _____.
- c) You wash in the _____.
- d) You cook in the _____.
- e) You keep things in the _____.

20 Word endings

These are common word endings in English. Try to find other examples. Write them below.

- a) -ful beautiful _____
- b) -ly quickly _____
- c) -tion information _____
- d) -able washable _____
- e) -ic(s) economics _____
- f) -ian Egyptian _____
- g) -ish English _____

UNIT FIVE

DESCRIBING A DAY

READING

1 Read this passage about Fatima's day.

Fatima is a teacher in a secondary school in Oman. Every morning she gets up early and makes breakfast for the family. She leaves home at seven o'clock and takes a taxi to her school. She starts work at seven thirty. At a quarter past ten she has a break. She always has a cup of tea and a sandwich in the canteen at this time. At two o'clock she finishes work. She arrives home at about half past two and has lunch with the family. Fatima doesn't go out in the evening. She usually stays at home and reads or watches television.

- a) How many sentences are there? _____
- b) Underline the verbs. There are _____ verbs.
- c) One verb is different. Write it here: _____

The other verbs are the same. They all end in the letter _____.

Now complete the answers to these questions.

d) What time does Fatima leave home?

She leaves

d) When does she start work?

She starts

e) At what time does she have a break?

She has

g) When does she have lunch?

She has

2 Read this passage. Mohammed Yousef is writing about his day.

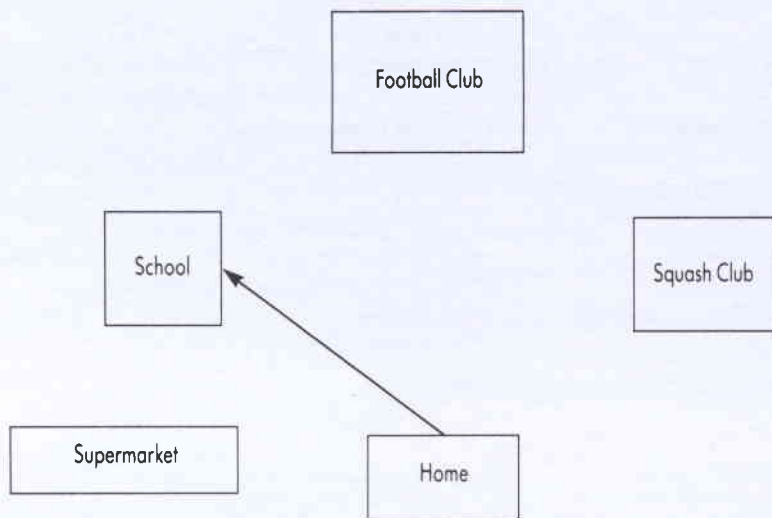
I play football for one of the famous clubs in Egypt. I am very keen on all sports. Every day I get up before half past five and I go for a run. Then I have a shower and at a quarter past seven I have breakfast with my family. I leave home at ten to eight and I take my son to school. From the school I drive to my club. I train hard at the club for about four hours. On the way home I collect my son from school and then I sometimes go to the supermarket. We arrive home about two o'clock and we have lunch about half an hour later. After lunch I have a rest and then in the evening I play squash with my brother and some friends at a club near my flat. I return

home at a quarter to nine and have dinner. I never stay up late. I usually go to bed before eleven o'clock.

a) Underline all the verbs. There are _____ verbs.

These verbs do not end in s.

b) Now complete this map with arrows (→) to show where Mohammad goes.



c) Complete the table below with information about Mohammad.

| | <i>Time</i> |
|----------------|-------------|
| get up | 5.30 a.m. |
| have breakfast | _____ a.m. |
| leave home | _____ a.m. |
| arrive home | _____ p.m. |
| have lunch | _____ p.m. |
| have dinner | _____ p.m. |
| go to bed | _____ p.m. |

3 We can travel **by car, by taxi, by bus, by plane, by boat, by bicycle, by train or on foot.**

How does Fatima go to school? _____

How does Mohammad get to his club? _____

How do you travel to school/work? _____

4 We can write time in numbers,
e.g. **1.30**, or in words, e.g. **half past one (or one thirty).**

Note: **a.m.** means **in the morning** (before midday),

p.m. means **in the afternoon or evening** (after midday).

Now write these times in words like the examples.

6.30 – half past six (*or six thirty*)

10.15 – a quarter past ten (*or ten fifteen*)

9.00 – _____

3.45 – _____

2.30 – _____

12.15 – _____

7.10 – _____

11.50 – _____

4.20 a.m. – _____

10.05 p.m. – _____

5 We say: I **have** breakfast at . . .

Fatima **has** lunch at . . .

When do you have your meals? Write three sentences.

I _____

Note: We also use **have** like this:



I **have** a shower.



I **have** a bath.



I **have** a rest.

Language: I/you/we/they

Look:

Fatima **arrives** home at half past two.

But:

I

You

We

They

arrive home at half past two.

WHEN?

Time usually comes at the end of a sentence, for example:

She leaves the bank
He drives to the club

WHEN?

**at eleven thirty
in the morning.**

or at the beginning:

WHEN?

**At eleven thirty
In the morning**

she leaves the bank.
he drives to the club.

■ SENTENCE BUILDING

6 Put these sentences into the tables below. First you must put the words in the correct order.

- a) school/o'clock/to/Ali/at/goes/seven
- b) morning/to/brother/in/college/the/drives/my/the
- c) past/office/at/manager/half/the/arrives/at/the/eight
- d) evening/at/the/Fatima/home/in/stays

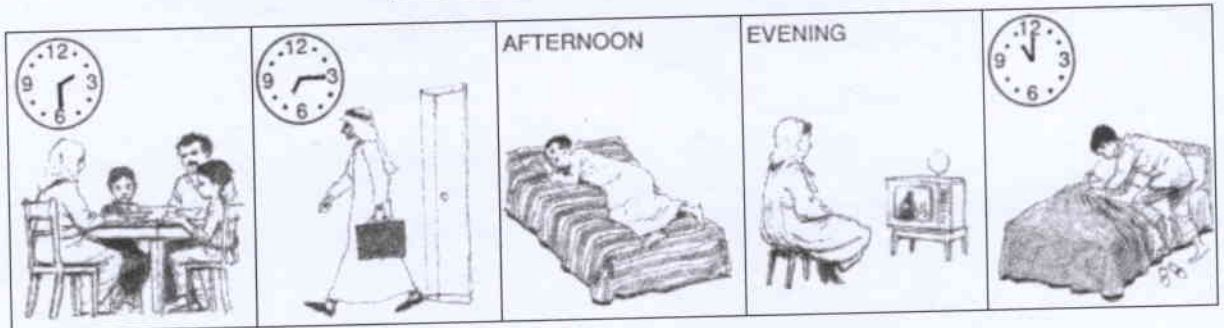
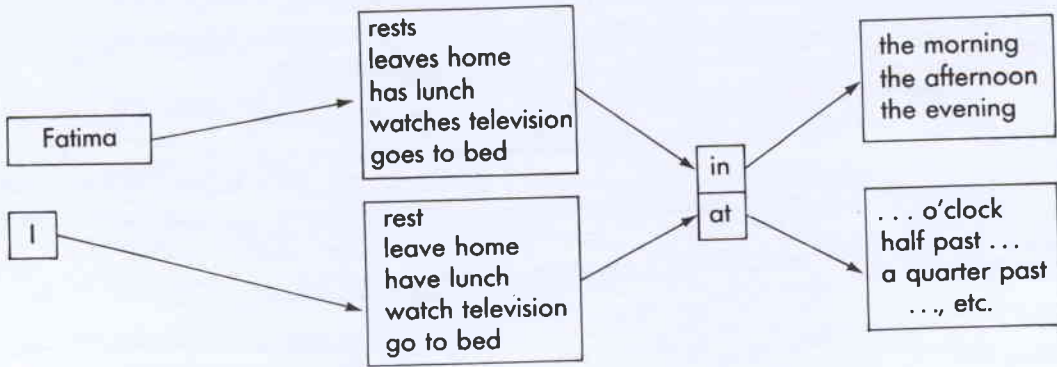
| WHO? | VERB | WHERE? | WHEN? | . |
|----------|--------|-------------|----------------|---|
| Mohammad | drives | to the club | in the morning | . |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

- e) in/teacher/bus/morning/a/school/the/catches/to/the
- f) eleven/canteen/in/has/the/at/a/coffee/she/of/o'clock/cup
- g) work/a/to/quarter/takes/Ahmed/a/eight/to/taxi/at
- h) one/lunch/past/at/at/have/I/home/half

| WHO? | VERB | WHAT? | WHERE? | WHEN? | . |
|------|------|-------|--------|-------|---|
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |

7 Use the table below and the pictures to write five sentences about the people. When do they do things?

| WHO? | VERB (+WHAT) | WHEN? |
|------|--------------|-------|
|------|--------------|-------|



Fatima

Saud

Faisal

Samira

Waleed

- a) _____
- b) _____
- c) _____
- d) _____
- e) _____

Now write three true sentences about yourself.
 Example: I leave home at a quarter to eight.

- f) _____
- g) _____
- h) _____

Write three true sentences about people you know.
 Example: My brother leaves home at half past seven.

- i) _____
- j) _____
- k) _____

8 Travelling to work

We say: Mohammad **drives** to the club.
 or: Waleed **takes** a taxi to his father's company.

Now write sentences about these people. Use the verbs:
takes drives catches walks cycles



| WHO? | VERB (+WHAT?) | WHERE? | . |
|------|---------------|--------|---|
|------|---------------|--------|---|

- a) Fatima
 Fatima _____ school
- b) Ali _____ the office
- c) Samira _____ the ministry

d) Hamad

the college

e) Abdul Qader

the bank

9 Look at this list of places where people work.

| | | |
|---------------------|----|--|
| | | WHERE? |
| Fatima takes a taxi | to | (the) school. (the) college. the university. the office. the company. the bank. the factory. the ministry. work. |

Write some more places here:

Now write five true sentences about people you know. For example:

| | | | |
|-------------|----------------------|---------------|---|
| WHO? | VERB (+WHAT?) | WHERE? | . |
|-------------|----------------------|---------------|---|

My cousin

catches a bus

to the college.

Now write a true sentence about yourself:

I _____

Language: **always, usually, sometimes** and **never**

These words describe *how often* we do something. Look at where they come in these sentences:

| | | |
|------------------|--------|---------------------------------|
| always | leave | home at six thirty. |
| usually | stay | at the school for half an hour. |
| sometimes | meet | a friend in the evening. |
| never | arrive | late for work. |

They come in front of the verb.

Now look at the paragraphs about Fatima and Mohammad on pages 59–60 again. Find the words **always, usually, sometimes** and **never** and put a circle round them.

10 Complete this table with information about yourself. Put a tick (✓) in the boxes.

| | always | usually | sometimes | never |
|------------------------|--------|---------|-----------|-------|
| go/mosque/Friday | | | | |
| cycle/school (work) | | | | |
| watch TV/evening | | | | |
| go/cinema/holiday | | | | |
| have tea/breakfast | | | | |
| read/newspaper/morning | | | | |

Now write six true sentences about yourself from the table.

- a) _____
- b) _____
- c) _____
- d) _____
- e) _____
- f) _____

11 Complete the table about someone you know.

| | always | usually | sometimes | never |
|-------------------------|--------|---------|-----------|-------|
| go/mosque/Friday | | | | |
| cycle/school (work) | | | | |
| watch TV/evening | | | | |
| go/cinema/holiday | | | | |
| have tea/breakfast | | | | |
| read/newspapers/morning | | | | |

Write six true sentences about him or her.
Remember to use the s form of the verb!

- a) _____
- b) _____
- c) _____
- d) _____
- e) _____
- f) _____

■ JOINING SENTENCES

12 and then

Read the passage about Mohammad on page 59 again. How many times is **then** written?

_____ times.

We can use it at the *beginning* of a sentence, like this:

Mohammad reads a book. **Then** he goes to bed.

or to *join* a sentence with **and**:

Mohammad reads a book **and then** he goes to bed.

Join these sentences with **and then**. Remember to use **he, she** or **I**.

a) I usually study for half an hour. I go out for a walk.

b) Fareed watches television in the evening. Fareed telephones his friends.

c) Nadia always prays in the morning. Nadia gets ready for work.

13 and/but

We can use **and** or **but** to join two sentences together:

For example:

Ali catches a bus to work. He arrives about eight-thirty.

Ali catches a bus to work **and** he arrives about eight thirty.

I take the children to school in the morning. My wife usually collects them in the afternoon.

I take the children to school in the morning, **but** my wife usually collects them in the afternoon.

Join these sentences with **and** or **but**:

a) I don't have breakfast. I have a big lunch.

b) Ibrahim starts work at 8.30. He finishes at 4.30.

c) I play tennis and basketball. My brother prefers football.

d) I take a bus to school. I usually walk home.

e) We usually go out on Fridays. We visit friends or relatives.

■ GUIDED PARAGRAPHS

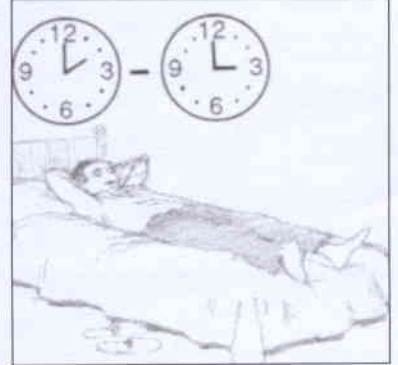
14 Look at this passage about Nadia. Put in the missing verbs:

visit arrive be have leave watch work get up go rest

Remember to put them in the 's' form!

Nadia _____ a cashier in a bank in Kuwait. She _____ early in the morning and _____ to the bank. She _____ there at eight thirty. She _____ very hard all morning and _____ a break at about a quarter to eleven. She usually _____ coffee and sandwiches in the office. She _____ the bank at one thirty and _____ home at two. She _____ lunch and usually _____ for an hour in the afternoon. Then she _____ shopping with her family and in the evening she _____ television or sometimes _____ friends.

15 Now look at these pictures and complete the paragraph on the next page. Fared is writing about his day.





I _____ at about _____ and _____ breakfast _____ a quarter _____. I _____ to the bank and arrive _____ exactly. At _____ I _____ coffee and a sandwich _____ the staff _____. I _____ work at _____ and _____ home. From _____ to _____ I _____ a rest. _____ the afternoon I usually _____ football. Later I _____ the news on television and _____ I go to bed.

■ PUNCTUATION

16 Capital letters

We use small letters for: **the bank, the school, the ministry, the hotel,** etc. but we use capital letters for:

The name of the bank is **the National Bank of Kuwait.**

Put capital letters in these sentences where necessary.

- a) my cousin works in the ministry of education
- b) hassan studies at the american university of beirut
- c) mariam never catches a bus to the college
- d) tawfiq cycles to the khoula hospital every morning
- e) in bahrain they always stay in the al jazaira hotel
- f) she arrives at the bank of half past eight

17 Read the paragraph below about Ali. All the capital letters, full stops, and commas are missing. One apostrophe is missing too.

ali is a mechanic in a garage in bahrain he usually gets up at six thirty and has a quick breakfast he leaves home at about a quarter past seven and he drives to the garage work starts at seven thirty ali usually works at the garage all day but sometimes he goes into manama to collect spare parts ali takes a short break at a quarter past eleven he finishes work at one thirty and then drives to his sisters house for lunch ali usually arrives home at about a quarter past three

How many sentences are there? _____

■ PARAGRAPH WRITING

18 Read the paragraphs about Fatima, Ali, Fareed and Nadia on pages 5–13 again. Now look at the information below about Tariq, a bank manager in Damascus. Use the information to write a paragraph about him. Write the times in words. Add other information.

| | <i>Tariq</i> | <i>Student</i> |
|--------------|--------------|----------------|
| gets up | 6.15 | _____ |
| breakfast | 6.45 | _____ |
| leaves home | 7.00 | _____ |
| goes to work | by car | _____ |
| break | 10.00 | _____ |
| finishes | 1.00 | _____ |
| arrives home | 1.30 | _____ |
| lunch | 1.45 | _____ |
| rest | 3 – 4.00 | _____ |
| dinner | 7.30 | _____ |
| bed | 11.15 | _____ |

Checklist

Read your paragraph again and answer these questions. Write the answers under 1.

| | | | | Paragraph | | | |
|--|--|--|--|-----------|---|---|---|
| | | | | 1 | 2 | 3 | 4 |
| a) How many sentences are there? | | | | | | | |
| b) How many full stops are there? | | | | | | | |
| c) Does each sentence begin with a capital letter? | | | | | | | |
| d) Does such sentence have a verb? | | | | | | | |

19 Now complete the table in 18 with information about another student. Ask him or her questions like:

When do you get up? When do you have breakfast?

Now write a paragraph about him/her.
Complete the checklist (2).

20 Write a paragraph about how you spend your day. Use these verbs: **am have get up arrive leave take** etc.
Complete the checklist (3).

21 How do you spend a holiday? Write a paragraph using the same verbs. Complete the checklist (4). Then ask another student to check your writing.

■ **CORRECTING WRITTEN WORK**

22 Read the paragraph on the next page about John. Try to correct the following mistakes:

- FIVE spelling mistakes.
- FOUR capital letters are missing.
- THREE verbs have the wrong form.
- TWO full stops are missing.

John is an English lecturer at a university in Saudi Arabia. He always leaves home at seven o'clock and takes a taxi to the university. He starts work at eight and finishes at two. He usually has a break about ten. He has lunch at three and then goes shopping with his wife.

Now write out the paragraph correctly.

■ SPELLING AND VOCABULARY

23 Write these verbs out in the s forms.

go _____

have _____

study _____

watch _____

leave _____

visit _____

do _____

finish _____

play _____

be _____

take _____

arrive _____

pray _____

return _____

drive _____

catch _____

24 Numbers and Times

Write out these numbers:

15 _____

40 _____

20 _____

45 _____

25 _____

50 _____

30 _____

55 _____

35 _____

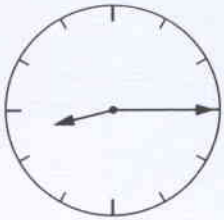
60 _____

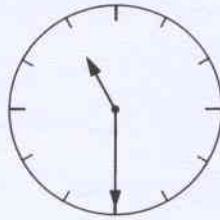
and these fractions:

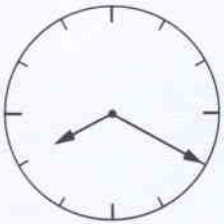
$\frac{1}{4}$ _____

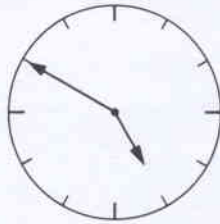
$\frac{1}{2}$ _____

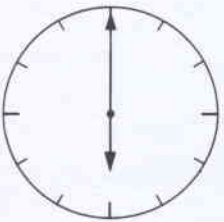
25 Look at the clocks below and write out the times in words.

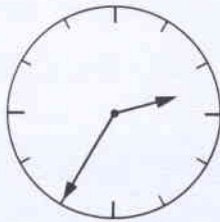












26 Sports

Complete these words. They are all ball games.

f _ _ _ b a l l

b _ _ _ _ _ _ _ l

v _ _ _ _ _ _ _ l

h _ _ _ _ _ _ l

t _ _ _ _ _

s _ _ _ _ h

t _ _ _ _ t _ _ _ _ _

Other sports:

r _ _ _ _ g

s _ _ _ _ _ g

w _ _ _ _ _ g

b _ _ _ _ g

h _ _ _ _ r _ _ _ _ g

We say: I **play** football.

but: I **go** running.

or: I **like** football and I **like** running.

Do you like sport? _____

What games do you play?

I play _____

What other sports do you like?

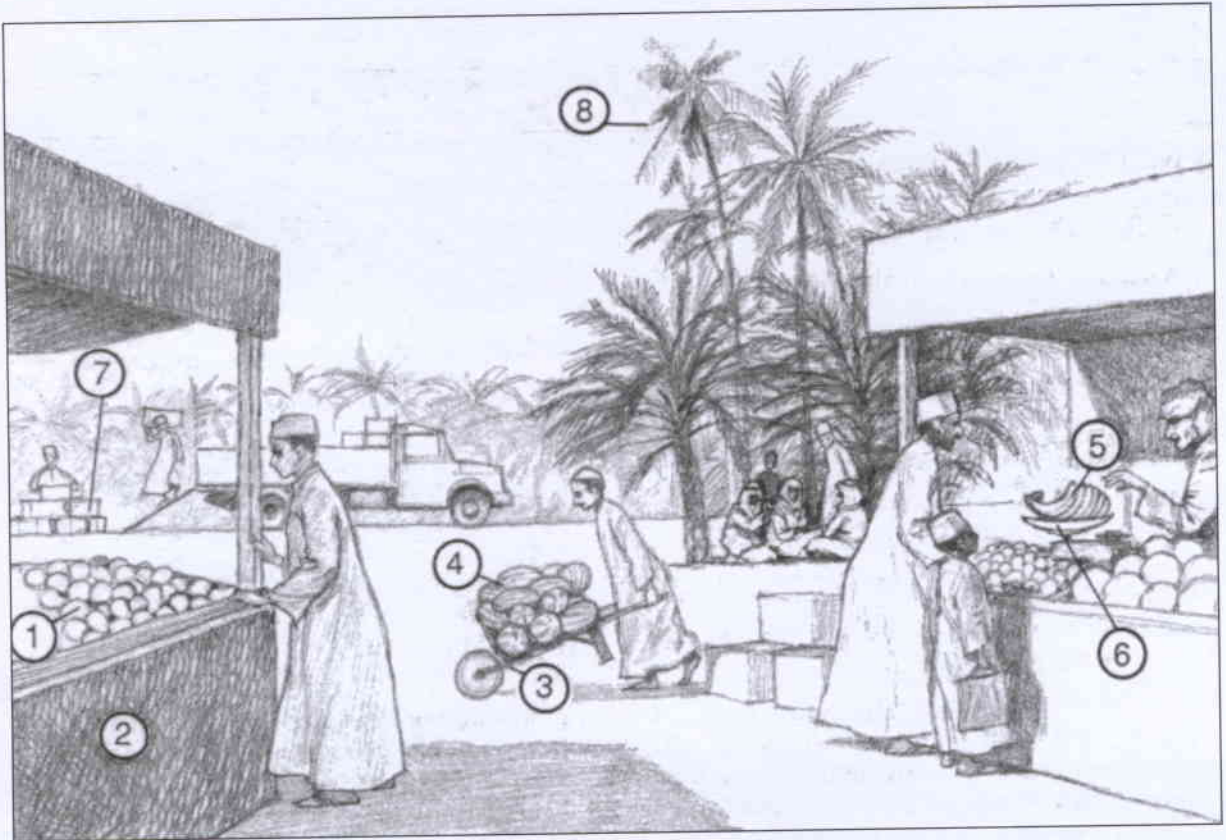
I also like _____

UNIT SIX

DESCRIBING A SCENE

READING

1 This is a market in a small town in Oman. Read the description of the scene.



On the right there is a fruit **stall**. The owner is standing behind it. He is weighing some **bananas** on the **scales**. In front of the stall are a man and a boy. The man is talking to the owner and the boy is listening to them. He is holding a plastic bag. On the left is another stall. There are some **mangoes** on the stall. A man in front of the stall is looking at the mangoes. He is trying to decide how many to buy. In the middle is a man pushing a **barrow**. There are some **watermelons** in the barrow. Behind the stall on the right are some **palm trees**. Some people are sitting in the shade. Next to the trees, on the left, is a pick-up. Some men are unloading some **boxes of oranges** from it.

Now look at the numbers in the picture. Write out the names of these things on the next page:

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____

a) Underline all the **-ing** forms of the verbs. For example: **standing**. Now write them below:

b) What is the owner of the stall doing?

He is

c) What are the men near the pick-up doing?

They are

d) What is there next to the trees?

There is

e) What are there on the stall on the left?

There are

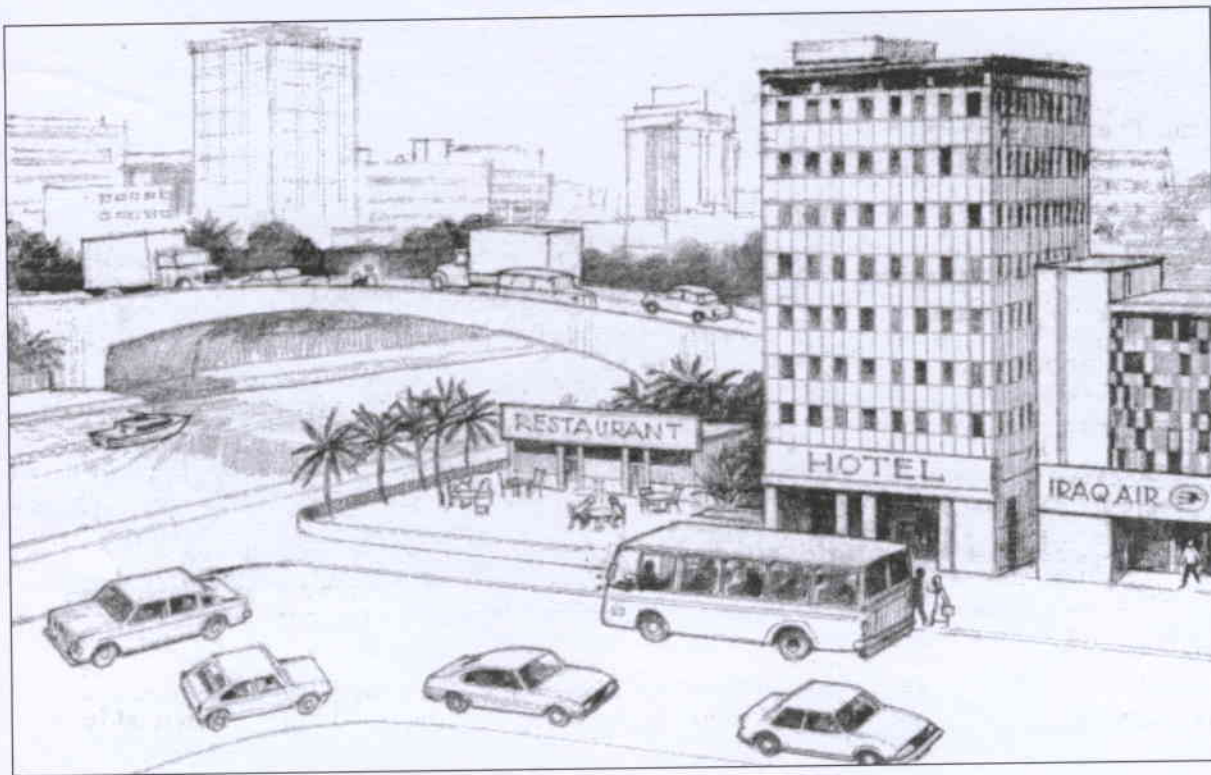
2. Look at the picture on the next page of part of a city in Iraq.
Now read the description of it.

In the middle there is a large hotel. A bus is waiting outside the hotel and some people are getting onto it. Next to the hotel, on the left, there is a small park. There is a restaurant in the park and a few people are sitting at the tables. Behind the park is a river. There is a bridge over the river and there are some cars and lorries on it. There are two people standing on the bridge. They are looking down at the water. Next to the hotel, on the right, there is another large building. It is an airline office. There is a man coming out of it.

a) Underline all the **-ing** verb forms and write them below.

b) What is the building next to the hotel?

c) What is there behind the park?



d) What are the people on the bridge looking at?

e) What are the people outside the hotel doing?

3 There are four kinds of fruit in the first paragraph. What are they?

_____ and _____

Here are some more: **grapes, apples, lemons, pineapples, papayas, apricots.**

What other kinds of fruit do you know?

Which kinds of fruit are grown in your country? Complete the sentence.

_____ are

grown in _____.

4 What forms of **transport** are there in the two pictures?

Name five more:

Language: a/an/some

Notice we say:
 There **is** a stall.
 There **are** some watermelons.

We also say:
 There **is** some fruit.

Fruit is uncountable like **water** or **sugar**.

5 What food is there on the table? Write these words below.

grapes cheese egg bag of tomatoes orange rice dates watermelon

There is a chicken.

There is an apple.

There is a _____

There is an _____

There is a _____

There is an _____

There are some mangoes.

There is some sugar.

There are some _____

There is some _____

There are some _____

There is some _____

Language: WHERE?

These are some of the prepositions and phrases in the unit. They tell us where things are:

| | |
|---------------|-----------------|
| on the right | in/on |
| on the left | near |
| in the middle | over |
| behind | between ... and |
| in front of | at the front |
| next to | at the back |
| outside | |

6 Read the first two paragraphs again. Put a circle around the words and phrases from the box above.

■ SENTENCE BUILDING

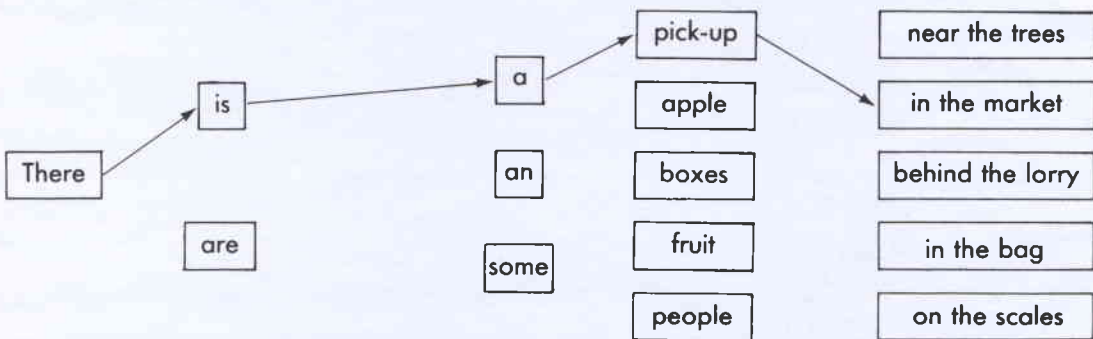
7 Put these sentences into the table below. First you must put them in the right order.

- a) are/people/some/park/in/there/the
- b) is/outside/there/bus/hotel/a/the
- c) bridge/lorries/the/are/cars/and/many/there/on
- d) woman/front/is/old/palm/in/an/of/there/trees/the

| THERE | VERB | WHAT? | WHERE? |
|-------|------|---------------|--------------|
| There | is | a fruit stall | on the right |
| | | | |
| | | | |
| | | | |
| | | | |

8 Try to join these boxes with arrows (→) to make sentences.

| THERE | VERB | WHAT? | WHERE? |
|-------|------|-------|--------|
|-------|------|-------|--------|



Example: There is a pick-up in the market.

Now write four more sentences from the table.

- a) _____
- b) _____
- c) _____
- d) _____

Language: is/are -ing

When we describe what is happening now we use **is** or **are** with the **-ing** form of the verb.

The owner **is standing** behind the stall.
 Some people **are sitting** under some trees.

9 Write these two sentences in the table below.

| WHO? | VERB | WHERE? |
|-------|-------|--------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |

Note: Spelling: stand + -ing = standing
 but: sit (t) + -ing = sitting
 have + -ing = having

10 Here are some more people. What are they doing?

| WHO? | VERB | WHAT? |
|-------|-------|-------|
| _____ | _____ | _____ |

a) _____ A man _____





b) _____



c) _____



d) _____



e) _____

11 Look at the picture of the market below.



There are five numbers (1-5) in the picture.

Write a sentence using **there** for each number like the example below.

| THERE | VERB | WHAT? | WHERE? |
|-------|------|-------|--------|
|-------|------|-------|--------|

There is a man in front of the stall.

1) _____

- 2) _____
- 3) _____
- 4) _____
- 5) _____

There are five letters (a–e) in the picture. Write a sentence for each letter like the example below.

| WHO? | VERB | WHAT?/WHERE? | |
|------|------|--------------|--|
|------|------|--------------|--|

A man is standing in front of the stall.

- a) _____
- b) _____
- c) _____
- d) _____
- e) _____

■ JOINING SENTENCES

We have already seen sentences like these:

a)

| THERE | VERB | WHAT?/WHO? | WHERE? | |
|-------|------|------------|--------|--|
|-------|------|------------|--------|--|

There is a fruit stall on the right.

b)

| WHO?/WHAT? | VERB | WHAT/WHERE? | |
|------------|------|-------------|--|
|------------|------|-------------|--|

A bus is waiting outside the hotel.

We can join sentences like A and B in this way.

A **There is** a man on the right.

B He **is sitting** at a table.

C **There is** a man on the right **sitting** at a table.

or: On the right **is** a man **sitting** at a table.

12 Now join these sentences in the same way:

a) There is a man in the middle. He is pushing a barrow.

b) There are three boys in the park. They are playing football.

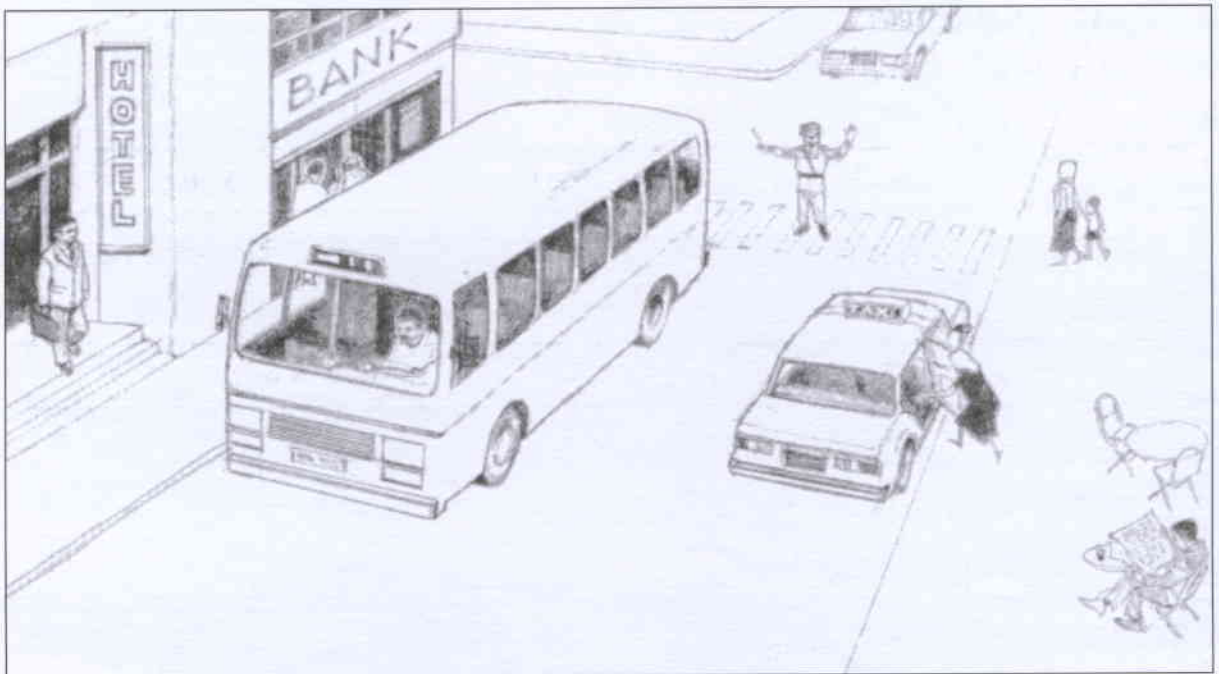
c) Behind the bus are two men. They are going into the bank.

d) There is a policeman in the street. He is watching the traffic.

e) On the right there is a boy. He is cycling past the restaurant.

■ GUIDED PARAGRAPHS

13 This is a picture of a busy street in a city in Egypt.

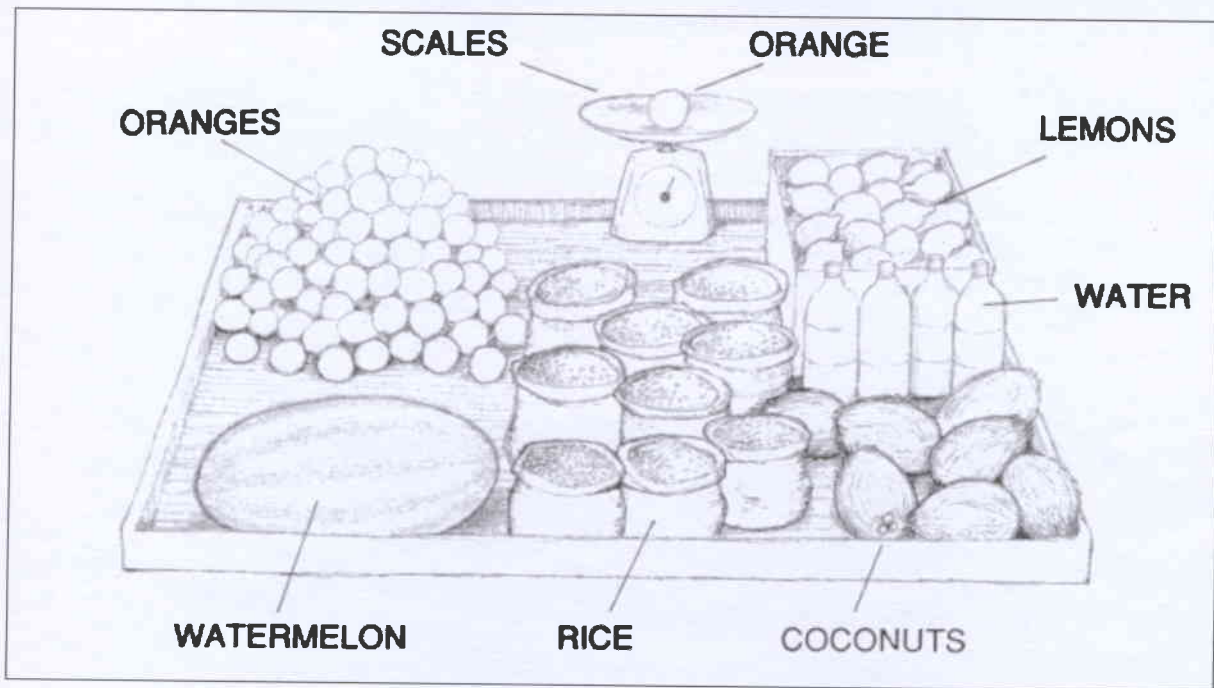


Read this description. All of the **-ing** verbs are missing. Choose from this list and write them in.

going coming waiting sitting getting having stopping carrying reading

On the right is a man _____ at a table. He is _____ a cup of tea and _____ a newspaper. Behind him a woman is _____ into a taxi. In the middle of the picture there is a policeman. A woman and a child are _____ to cross the road. The policeman is _____ the traffic for them. On the left of the picture is a hotel. A man is _____ out of the hotel. He is _____ a small case. There is a bus on the left and behind it are two men. They are _____ into the bank.

14 This is a picture of a stall in a market.



Read the description of the stall on the next page.

a) Write these prepositions and phrases in the correct spaces:

on in on the right on the left in front of behind
 at the back next to between

b) In the boxes write: a, an, or some.

_____ there are oranges. _____ the oranges is large watermelon. _____ the oranges and the watermelon are bags. There is rice _____ the bags. _____ of the stall, at the front, are coconuts and _____ of the stall there is box of lemons. _____ the lemons and the coconuts there is water in bottles. The scales are _____ the bags of rice. There is orange _____ the scales.

■ PUNCTUATION

15 Put two commas in each of these sentences.

- a) On the right next to the trees there are some women.
- b) In front of the hotel next to the bus there is a policeman.
- c) In the middle of the picture between the restaurant and the bank is a small park.

16 Read this description of a market. Put in the capital letters and full stops.

this is the market in the town of al-hijar on the left is a stall there is some fruit on it the owner is behind the stall and in front of it are two people they are talking to the owner one of them is holding a watermelon on the right there is a small restaurant some people are sitting at the tables outside the restaurant they are drinking tea and chatting between the stall and the restaurant is a large tree there are some goats under the tree

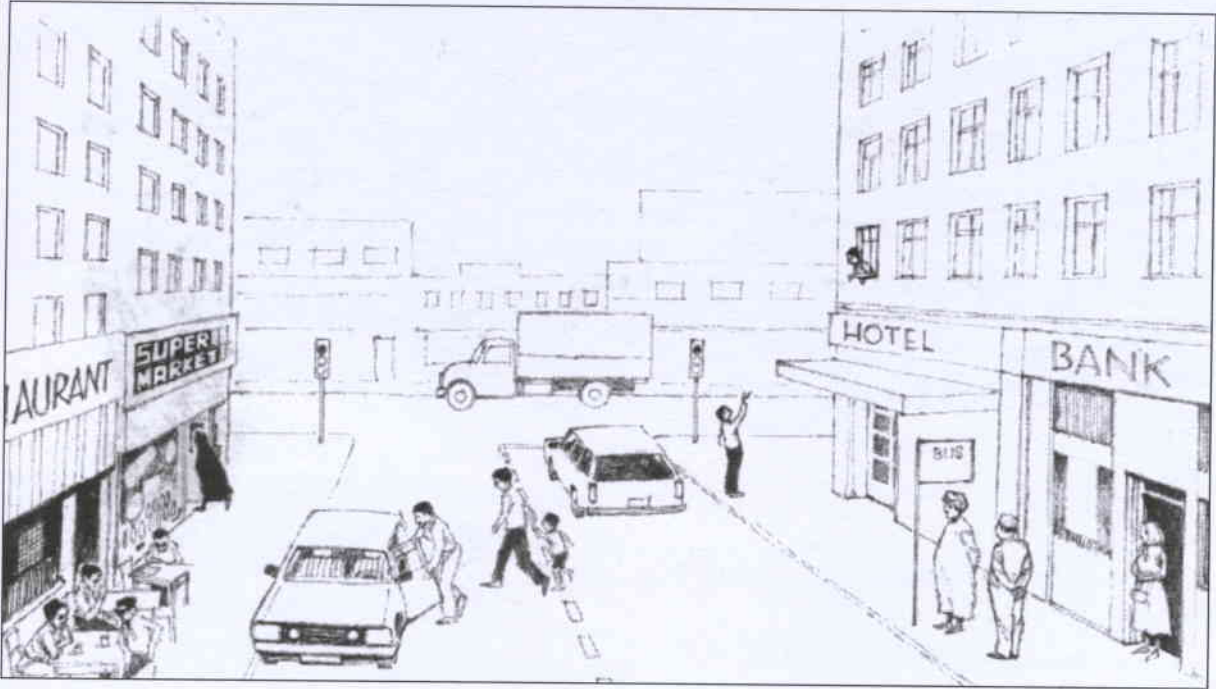
How many sentences are there? _____

How many **-ing** verbs can you find? Write them here.

Now try to draw the scene in your notebook.

■ PARAGRAPH WRITING

17 Look at the street scene below. What is there in the picture? What are the people doing? Write a paragraph about the scene. Use sentences like A, B and C on page 85. The verb forms are: *is/are* and *is/are -ing*.



Checklist

Read your paragraph again and answer these questions. Write the answers under 1.

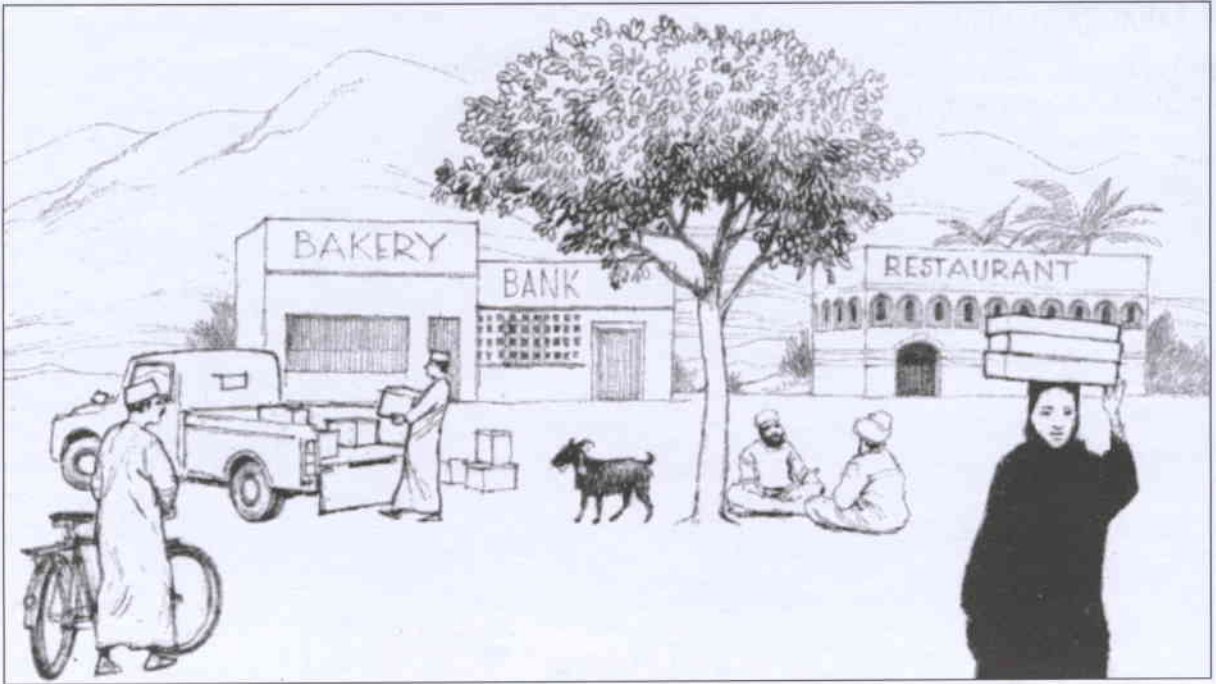
- a) How many sentences are there?
- b) How many full stops?
- c) Does each sentence begin with a capital letter?
- d) Does each sentence have a verb?

Paragraph

| 1 | 2 | 3 |
|---|---|---|
| | | |
| | | |
| | | |
| | | |

Now give your paragraph to a partner. Let him/her check it.

18 Look at the scene in the picture on the next page. Write a paragraph about it. Then complete the checklist (2). Use the verbs: **there is/are** and **is/are -ing**



19 Think of a scene that you know well. Now draw the scene. Put some people in the picture. Now write a paragraph about the scene and the people in it.

Complete the checklist (3).

Now give the paragraph to your partner. Ask him/her to draw the scene.

■ CORRECTING WRITTEN WORK

20 Read this description of a street. Try to correct the following mistakes:

FIVE spelling mistakes.

THREE capital letters are missing.

TWO commas are missing.

TWO full stops are missing.

THREE verbs have the wrong form.

Now copy out the paragraph correctly.

In the street are two cars a
bicycle a lorry and a taxi. a
woman is geting out of the

taxi. On the left of the street
 is a restaurant. A man sitting
 at a table having a cup of tea.
 On the right two men are
 coming out of a bank there is
 a bus stop behind them. Some
 people is waiting for a bus. A
 man crossing the street with
 a small boy.

■ SPELLING AND VOCABULARY

21 -ing verbs

Put these twelve verbs into the **-ing** form and put them in the correct list.

get take wash carry ride go run drive chat stand hit come

have -ing
having

sit(t) -ing
sitting

weigh -ing
weighing

| | | |
|-------|-------|-------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

22 Food

Here are some of the kinds of food in this unit. Try to spell the words.

a _ _ _ e

s _ _ _ r

w _ _ _ _ _ _ n

b _ _ _ _ a

g _ _ _ _ s

m _ _ _ o

o _ _ _ _ e

r _ _ e

l _ _ _ n

b _ _ _ d

f _ _ _ t

c _ _ _ _ t

d _ _ _ s

c _ _ _ _ e

c _ _ _ _ n

Now write out the words again in *alphabetical order*.

| | |
|-------|-------|
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |

23 Complete these words. They all end in **le**.

- a) Men, women and children are _____le.
- b) Easy: _____le.
- c) Not left or right, in the _____le.
- d) Fruit: _____le.
- e) Opposite of a lot: a _____le.
- f) A kind of fort: _____le.
- g) We can buy water in a _____le.
- h) We can do it. It is _____le.
- i) Furniture: _____le.

Now try to complete these words:

- j) A place where we stay: _____el
- k) An animal found in dry countries: _____el

TO THE TEACHER

To the
TEACHER

The aim of the course is to help students write simple and accurate paragraphs on a variety of themes: describing people, places, routines and scenes.

Handwriting

The course does not teach handwriting, but it is a good idea before starting the course to draw attention to the basic rules of handwriting, (even though older students may complain!), and to suggest further practice where necessary. See the revision section for students at the beginning of the book (Before You Start).

Grammar

The book is not a grammar course, but language items are pointed out and briefly explained where necessary. The range of language forms the students are required to use is actually quite small. For example, verb forms are restricted to the simple present and present continuous.

Grammatical terms are kept to a minimum, and for the sake of simplicity, rules, when given, are abbreviated or 'bent'. The result is a very simplified 'teaching grammar' using terminology such as Who? What?, When? etc. in place of *subject, object, adverbs of time*, etc. Only the conjunctions **and** and **but** are included.

Some terminology is unavoidable and students should be familiar with the terms *verb, preposition, phrase, base form (infinitive), countable/uncountable*, as well as *sentence* and *paragraph*.

The Units

Each unit has a similar format progressing from model paragraphs in the **Reading** section through sentence practice to guided paragraphs and paragraph writing. A variety of exercise types is used including comprehension questions, gap filling and the transfer of information to and from tables and maps. Tables, charts, maps and pictures are used in the units as writing cues. The sections of the units are as follows (approximate timings are indicated):

Reading: Two or more passages are used to provide models for the students and to introduce the theme of the unit, the main language items and the vocabulary.

There is much emphasis on the recognition of sentences, verb forms, capital letters and punctuation. Timing: Approximately 1 hour.

Language: At various points throughout the unit tinted boxes explain and give examples of the main grammar points of the unit.

Sentence Building: The use of tables and pictures makes the structure of sentences clear and aids the students to write their own. Timing (Language and Sentence Building): 1 hour.

Joining Sentences: The use of the conjunctions, **and** and **but** is practised. Students should be told to join no more than *two* sentences in this way to avoid the practice of 'stringing'. Students are discouraged from beginning sentences with conjunctions.

Guided Paragraphs: Students complete paragraphs using the information in maps, tables, diagrams and pictures. Timing (Joining Sentences and Guided Paragraphs): 1 hour.

Punctuation: Students practise the use of full stops, commas, question marks, exclamation marks, apostrophes and capitals by adding them to unpunctuated sentences and paragraphs. Punctuating paragraphs gives students practice in identifying sentences. Only restricted use of commas is taught as they tend to be overused by students or used in place of full stops.

Paragraph Writing: Students write 'free' paragraphs with the aid of information given in tables, maps, diagrams or pictures. A *checklist* is included here to encourage students to check their paragraphs for capital letters, full stops and verbs. This should be particularly emphasised in the early units to encourage the habit. Checking of other students' writing may also be done. Some of the writing tasks are less controlled than others and could be missed out with weaker students. Timing (Punctuation and Paragraph Writing): 1½–2 hours. The exercises in these two sections may be completed as homework.

Correcting Written Work: Students are given a paragraph with common mistakes in spelling, punctuation, capital letters and grammar, and asked to correct it. In later units students are asked to join a number of short sentences in a paragraph with suitable conjunctions.

Spelling and Vocabulary: This section has word puzzles revising the vocabulary of the unit and introduces simple spelling rules. Students' attention is also drawn to vowels. Timing (Correcting Written Work and Spelling and Vocabulary): 1 hour.

TEACHING

A number of approaches to the teaching of the course can be taken depending on factors such as the level of the class, the class size, the students, study habits, etc.

a) Teacher led: The class is kept at roughly the same place in the book as the teacher introduces each section and checks progress.

b) Group work: A class could be divided into small groups according to writing standard. Each group then works at its own pace. In this way the teacher can give greater attention to weaker groups.

c) Individual work: The students are allowed to work through the units at their own pace in class or at home. The teacher monitors the work during the lesson and corrects it. This approach is not recommended until the format of the book and the exercise types are familiar, ie: for later units of the book.

A combination of the above approaches could also be used.

PRODUCTION

Much of the students' writing is intended to be done in the book. The paragraph writing, however, should be done in a notebook which can be frequently corrected and checked. As an alternative, students could be asked to write on single sheets for a future wall display or a class newspaper on themes such as their country, trips abroad, famous people, etc.

Answers

Answers are listed below for most of the exercises except Sentence Building and Paragraph Writing exercises.

Answers

UNIT ONE

- 1 a) 7 full stops
c) 16
- b) 7 sentences
d) Fatima

e) in Qurm

f) Al Nahda Secondary School

2

| | | |
|--|-------------------|------------------------------------|
| Name: Fareed | Married/ | |
| Age: 31 | Single: | married |
| Job: clerk | Children: | 2 |
| Place of | Hobbies: | tennis, music and travelling |
| work: The British Bank of the Middle East | Languages: | English, Arabic, Hindi |

- 3 a) Fatima's husband is called Tariq.
Fatima's daughter is called Sheikha.
Fatima's sons are called Juma and Awad.
Tariq's wife is called Fatima.
- b) Fareed's grandmother is called Fauzia.
Fareed's sister is called Aisha.
Fareed's father is called Saleem.
Fareed's aunt is called Sara.
Fareed's uncle is called Khalfan.
Fareed's brother is called Khaled.
Fareed's grandfather is called Ahmed.
Fareed's cousin is called Abdul Qader.

4 a clerk, a teacher, a driver, a waiter, a fisherman, a soldier, a pilot, a businessman, a typist, an accountant, an engineer, an inspector, an assistant manager, an officer.

5 Verbs: a) is b) speaks c) has d) is, works

- 9 a) Ali is single and he lives with our parents.
b) Her name is Mona and she is eighteen years old.
c) My uncle is an engineer and he works for a company in Dubai.
d) Suhair is married and she has one daughter and two sons.
e) My wife is a secretary and she works in a bank. His name is Fareed Saleem and he is thirty-one years old.
Fareed is married and he has two children.

10 Waleed is a businessman. He works for his father's company in Amman. The company is called Modern Electronics. Waleed is thirty years old and he is married. He has four children. He lives in a flat in Jebel Al Webdeh. It is about four kilometres from the centre of the city. He likes reading, playing volleyball and watching television. Waleed speaks Arabic, English and a little French.

| | |
|---|--|
| Name: Waleed | Children: 4 |
| Age: 30 | Home: flat/Jebel Al Webdeh |
| Job: businessman | |
| Place of work: Modern Electronics/father's company | Hobbies: reading, playing volleyball, watching television |
| Married/Single: married | Languages: Arabic, English, a little French |

11 Nadia is a *cashier* in a bank in Kuwait. The name of the bank is *the Gulf Bank*. She is *twenty-seven years old*. Nadia is *married* and she *has two children*. She *lives in a house in Al Ahmadi* in Kuwait. Nadia *likes tennis, reading and shopping*. She *speaks Arabic, Farsi and English*.

- 12 a) My sister is a secretary in the National Bank of Iraq.
 b) Her name is Mariam and she works in a hospital in Riyadh.
 c) Where does Abdul Qader work?
 d) Tariq speaks Arabic and a little English.
 e) Does he live in Syria?
 f) My name is Saleem, not Salem!

- 13 a) Mahmoud likes cars, horses, playing basketball and fishing.
 b) My cousin likes football, listening to music, visiting other countries and speaking English.
 c) Fauzia likes music, television, tennis, cooking and studying French.

14 My brother is a mechanic in a garage in Bahrain. His name is Ali and he is twenty-two years old. The name of the garage is Altaf Hussain Motors. Ali is single and he lives with our parents in Manama. Our house is about two miles from the garage. Ali likes reading, watching television and playing volleyball. He speaks Arabic and a little Farsi.

- a) 7 full stops
 b) 7 sentences
 c) 15 capital letters

18 Ahmed is the manager of a hotel in Cairo. The name of the hotel is the Garden Hotel. Ahmed plays tennis and he likes reading, watching television and listening to music. He is married and he has three children. He is thirty-eight years old. He speaks Arabic, French and English.

- 19 a) teacher b) singer c) driver d) engineer
 e) soldier f) officer g) waiter h) manager
 i) brother j) sister k) daughter l) father
 m) mother n) grandmother o) grandfather

21 married, single, cousin, children, company, garage, airport, assistant, mechanic, house, hospital, secretary, music, hotel, television.

UNIT TWO

- 1 a) 11 b) 1 c) 11 d) 6 e) don't speak
 f) have, live, speak, understand, like

| | | |
|--|---|---------------------------|
| Name: Mohammad Yousef | Born: Tanta | Home: flat - Dokki |
| Age: 28 | Hobbies: squash, music, cinema, (football) | |
| Job: football player | | |
| Place of work: Cairo (Al Awal club) | Languages: Arabic, English, (some) French | |
| Married/Single: married | | |
| Children: 1 | | |

- 2 Fauzia, Khalifa, Hamad.
 a) in Oman.
 b) Arabic, English, business administration and mathematics.
 c) in a small town near Amman.
 d) Khalifa

- 5 a) I *work* in a bank, but my brother *works* in a ministry.
 b) My sister *is* a teacher, I *am* a nurse and my brother *is* a clerk.
 c) Abdullah *plays* tennis, but I *play* squash.
 d) Nora *has* three children, Hassan *has* two and I *have* none.
 e) My sister *studies* French and German, but I *study* English and Arabic.
 f) My brother *likes* watching television, but I *like* reading.

- 10 a) I am married, but I have no children.
 b) I was born in Mosul, but I live in Baghdad.
 c) I live in Fehaheel, but I work in Al Ahmadi.
 d) I like listening to music, but I don't like watching television.

- e) I drive to the college, but my brother goes on foot.
- 11 a) I like swimming, but I don't like (playing) football.
 b) I like writing letters, but I don't like reading.
 c) I like flying, but I don't like sailing. (or I like travelling by plane, but I don't like travelling by sea.)
- 12 I am a clerk in a bank in Riyadh in Saudi Arabia. My name is Fareed Saleem and I am thirty-one years old. The name of the bank is the British Bank of the Middle East. I live in a flat near the centre of Riyadh. I am married and I have two children. In the evenings I study English at the British Council. I speak Arabic and English well. I also understand a little Hindi, but I don't speak it well. In my spare time I play a lot of tennis. I also like listening to music and travelling.

13 My name is Fatima Al Baluchi. I am twenty-eight years old. I am a teacher in Al Nahda Secondary School. I am married and I have three children. I was born in Seeb, but I don't live there. I live in a house in Qurm. I like reading, drawing and visiting other countries. I study French at home. I speak Arabic, English and a little French.

- 14 a) He works in Ahmed's company in Dammam.
 b) This is my sister's house. She likes gardening.
 c) The girls live next door to Fareed's sister.
 d) My sisters are students in the university.
 e) The boys' house is very near. They walk to school.
 f) My son's name is Hamad. He is seventeen years old.
- 15 a) My wife studies French, economics and history at the American University of Beirut.
 b) They speak Arabic, Urdu and a little Swahili.
 c) My brother hopes to go to King Abdul Aziz University to study medicine.
 d) The hotel is called the Nile Hotel and the owner's name is Mustafa.

16 My name is Ali Moosa. I am twenty-two years old and I am single. I was born in Muharraq in Bahrain, but I live in Manama. I am a mechanic and I work in a garage about two miles from my house. The name of the garage is Altaf Hussain Motors. The owner is a friend of mine. My hobbies are reading, watching television and playing volleyball. I speak Arabic and a little English.

20 My name is Samya Yousef. I was born in Dammam in the east of Saudi Arabia. I am twenty-one years old and I am not married. I study computing, mathematics and science at King Fahd University in Dahrn. I like learning English and travelling. I would like to be a lecturer in computing.

21 science, history, engineering, economics, business studies, mathematics, computing, medicine, accounting.

22 German, Arabic, Greek, Hindi, Swahili, Turkish, English, Urdu, Farsi, French (and Flemish).

- 23 a) tennis b) middle c) little d) married
 e) hobbies f) football g) college h) small
 i) letter j) spelling k) office l) comma
- 24 a) collecting b) tennis c) cooking, writing
 d) squash e) listening, watching

UNIT THREE

- 1 a) 6 b) 6 c) is, has
 d) of the town is Birka.
 e) in the north of Oman.

2 Verbs: is, has, are

Misfah
village
centre
Oman
a few hundred
dates, lemons, limes

- 3 1. Manama 2. Jidhafs 3. Jasra
 4. Zallaq 5. Awali 6. Sitra

- 4 Bahrain - Manama Algeria - Algiers
 Iraq - Baghdad Oman - Muscat
 Egypt - Cairo Pakistan - Islamabad
 Lebanon - Beirut India - Delhi
 Japan - Tokyo Saudi
 Turkey - Ankara Arabia - Riyadh
 France - Paris Sri Lanka - Colombo
 Qatar - Doha Cyprus - Nicosia
 Greece - Athens the UAE - Abu Dhabi
 Syria - Damascus the USA - Washington
 Jordan - Amman the UK - London
 the USSR - Moscow

13 a) Tarbat is a small town in the south of the country. It is on the coast. It has a population of about two thousand. It has a small market and an old fort in the centre of the town. It is famous for fishing and boat-building.

b) Darseit is a small village in the north of the country. It is not on the coast. It is situated on a hill. Darseit is famous for its beautiful carpets. It has a population of five hundred people.

c) Dukhan is ... etc.

d) Daria is ... etc.

Picture 1 = Daria

Picture 2 = Darseit

Picture 3 = Tarbat

Picture 4 = Dukhan

14 Al Ain is a city in the south of the United Arab Emirates. It has a population of two hundred thousand people. It is famous for fresh water and trees. There is a zoo and an entertainment park. Al Ain also has a very interesting museum and a camel market.

15 a) My brother lives in the United States of America.

b) Athens is the capital city of Greece.

c) My sister studies French in a university in Tunisia.

d) Abdullah was born in Jordan, but he lives in the United Arab Emirates.

e) He lives in a town in the north of Iraq.

16 Bombay is a large city in the west of India. It has a population of ten million. It is situated on the coast. There is a large harbour in Bombay and there are many parks, gardens and markets. Bombay is famous for its harbour and for its film industry.

Verbs: is has are

| | |
|----------------------------|-----------------------------------|
| Name: | Bombay |
| City/town/village: | city |
| Situated: | west |
| Country: | India |
| Population: | 10 million |
| Famous for: | harbour, film industry |
| Interesting places: | parks, gardens and markets |

21 London is a large city in the south of England. It is situated on a river. London is famous for its old buildings, its parks and gardens. It has a population of about eight million people.

22 Lebanon, Qatar, Turkey, Egypt, Pakistan, Bahrain, France, Tunisia, Syria, Jordan, Greece, India, Russia, The United States, Kuwait, Holland, Sudan, Spain, Palestine, Canada, Yemen, Italy, Libya, Argentina.

23 a) people b) born c) boy d) opposite
e) bus f) apple g) paper h) population
i) brother j) playing basketball

24 Vowels

fort, market, castle, factory, garden, village, north, centre, corniche, river, west, capital, about, mountain, boat, museum, building, situated, country, south, famous, surrounded, beach, population, beautiful.

UNIT FOUR

1) mosque 2) small shops 3) video shop
4) supermarket 5) mosque 6) restaurant
7) garage 8) police station 9) flats
a) 9 c) is and are
d) It is opposite a police station
e) They are between a mosque and a video shop.
(Other answers are possible.)

2) 1) large bedroom 2) small bedroom
3) small toilet 4) bathroom
5) hall 6) living room
7) kitchen
a) living room b) kitchen c) next to the toilet

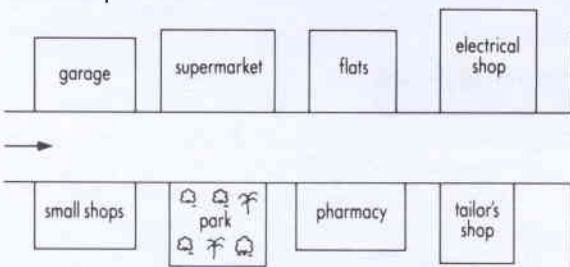
5 On your right there is a police station. Opposite the police station is a restaurant. Next to the restaurant there is a mosque. The mosque is between the restaurant and a garden.

8 As you enter the street there is a travel agent on your right. Next to the travel agent is a bank. The bank is opposite a pharmacy. The pharmacy is between a tailor's and some flats. On the right of the street, opposite the flats, is a beautiful park and next to it is a car showroom. Next to the car showroom, on the corner, is a supermarket. Opposite the supermarket, at the end of the street are some offices. Between the offices and the flats is a Lebanese restaurant.

9 My parents live in an old house in Manama. As you enter the door there is a large courtyard. On your right, near the door, is a sitting room. This is for guests. Next to the sitting room is a toilet. Opposite the sitting

room is a store room. Opposite you are two bedrooms. On the right, in the corner is a bathroom. Between the bathroom and the toilet is a large bedroom. This is my parents' room. Opposite the large bedroom is a living room. The living room is between the store room and the kitchen.

11 As you enter the street, there are some small shops on your right. Next to the shops is a small park. Opposite the shops is a garage and next to the garage is a supermarket. At the end of the street, on your left, is an electrical shop. Between the electrical shop and the supermarket are some flats. Opposite the flats there is a pharmacy. Next to the pharmacy, at the end of the street, is a tailor's shop. It is opposite the electrical shop.



16 As you enter the hall, there is a kitchen opposite you. On your left there is a bathroom, a toilet and a bedroom. There is a dining room on your right. Next to the kitchen there is a living room. Between the living and dining rooms is a toilet.

17 a) mosques, trees, parks, offices.

b) cities, factories, embassies, ministries.

c) boxes, matches, buses, telexes.

d) children, men, women, wives.

18 cinema, restaurant, pharmacy, hotel, school, police station, garage, travel agent, bakery.

19 a) bedroom b) dining room c) bathroom

d) kitchen e) store room

UNIT FIVE

1 a) 10

b) 15

c) doesn't go. The others end in the letter s.

d) home at seven o'clock

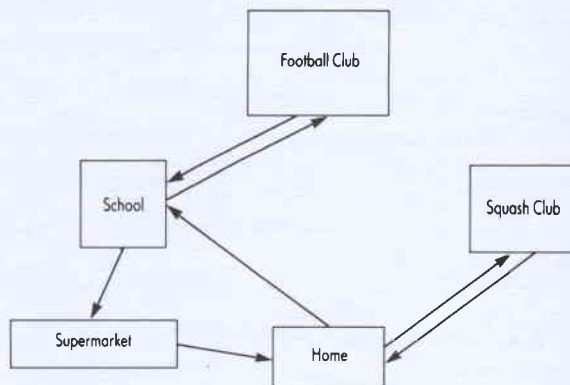
e) work at seven thirty

f) a break at a quarter past ten

g) lunch at half past two

2 a) 20

b)



c)

| | TIME |
|----------------|------------|
| get up | 5.30 a.m. |
| have breakfast | 7.15 a.m. |
| leave home | 7.50 a.m. |
| arrive home | 2.00 p.m. |
| have lunch | 2.30 p.m. |
| have dinner | 8.45 p.m. |
| go to bed | 11.00 p.m. |

4 9.00 nine o'clock

3.45 a quarter to four (three forty-five)

2.30 half past two (two thirty)

12.15 a quarter past twelve (twelve fifteen)

7.10 ten past seven (seven ten)

11.50 ten to twelve (eleven fifty)

4.20 twenty past four (four twenty) in the morning

10.05 five past ten (ten five) in the evening

12 a) I usually study for half an hour and then I go out for a walk.

b) Fared watches television and then he telephones his friends.

c) Nadia always prays in the morning and then she gets ready for work.

13 a) I don't have breakfast, but I have a big lunch.

b) Ibrahim starts work at 8.30 and he finishes at 4.30.

c) I play tennis and basketball, but my brother prefers football.

d) I take a bus to school, but I usually walk home.

e) We usually go out on Fridays and we visit friends or relatives.

14 Nadia is a cashier in a bank in Kuwait. She gets up early in the morning and goes to the bank. She arrives there at eight thirty. She works very hard all morning and has a break at about a quarter to eleven. She usually has coffee and sandwiches in the office. She leaves the bank at one thirty and arrives home at two. She has lunch and usually rests for an hour in the afternoon. Then she goes shopping with her family and in the evening she watches television or sometimes visits friends.

15 I get up at about six thirty and have breakfast at a quarter to seven. I drive to the bank and arrive at eight o'clock exactly. At ten thirty I have coffee and a sandwich in the staff canteen. I leave work at one o'clock and drive home. From two o'clock to three I have a rest. In the afternoon I usually play football. Later I watch the news on television and at half past eleven I go to bed.

- 16 a) My cousin works in the Ministry of Education.
 b) Hassan studies at the American University of Beirut.
 c) Mariam never catches a bus to the college.
 d) Tawfiq cycles to the Khoula Hospital every morning.
 e) In Bahrain they always stay in the Al Jazaira Hotel.
 f) She arrives at the bank at half past eight.

17 Ali is a mechanic in a garage in Bahrain. He usually gets up at six thirty and has a quick breakfast. He leaves home at about a quarter past seven and he drives to the garage. Work starts at seven thirty. Ali usually works at the garage all day, but sometimes he goes into Manama to collect spare parts. Ali takes a short break at a quarter past eleven. He finishes work at one thirty and then drives to his sister's house for lunch. Ali usually arrives home at about a quarter past three.
 8 sentences

22 John is an English lecturer at a university in Saudi Arabia. He always leaves home at seven o'clock and takes a taxi to the university. He starts work at eight and finishes at two. He usually has a break about ten. He has lunch at three and then goes shopping with wih in the staff canteen. I leave work at one o'clock and

- 23 goes has
 studies watches
 leaves visits
 does finishes
 plays is

- takes arrives
 prays returns
 drives catches

- 24 fifteen forty
 twenty forty-five
 twenty-five fifty
 thirty fifty-five
 thirty-five sixty
 a quarter a half

- 25 (a) quarter past eight
 half past eleven
 twenty past eight
 ten to five
 six o'clock
 twenty-five to three

- 26 football basketball volleyball
 handball tennis squash
 table tennis
 running swimming wrestling
 boxing horse riding

UNIT SIX

- 1 1) mangoes
 2) stall
 3) barrow
 4) watermelons
 5) bananas
 6) scales
 7) boxes of oranges
 8) palm trees
 a) standing, weighing, talking, listening, holding, looking (at), trying, pushing, sitting, unloading.
 b) weighing some bananas on the scales.
 c) unloading boxes of oranges from a lorry.
 d) a pick-up next to the trees.
 e) some mangoes.
- 2 waiting, getting, sitting, standing, looking, coming
 b) an airline office.
 c) a river.
 d) looking (down) at the water.
 e) getting onto a bus.
- 3 mangoes, watermelons, oranges, bananas
- 4 pick-up, bus, car, lorry, boat
- 5 There is a bag of tomatoes. There is an egg.
 a watermelon. an orange.

There are some dates. There is some rice.
 some grapes. some cheese.

13 On the right is a man *sitting* at a table. He is *having* a cup of tea and *reading* a newspaper. Behind him a woman is *getting* into a taxi. In the middle of the picture there is a policeman. A woman and a child are *waiting* to cross the road. The policeman is *stopping* the traffic for them. On the left of the picture is a hotel. A man is *coming* out of the hotel. He is *carrying* a small case. There is a bus on the left and behind it are two men. They are *going* into the bank.

14 a and b On the left there are **some** oranges. In front of the oranges is **a** large watermelon. Next to the oranges and the watermelon are **some** bags. There is **some** rice in the bags. On the right of the stall, at the front, are **some** coconuts and at the back of the stall there is **a** box of lemons. Between the lemons and the coconuts there is **some** water in bottles. The scales are behind the bags of rice. There is **an** orange on the scales.

- 15** a) On the right, next to the trees, there are some women.
b) In front of the hotel, next to the bus, there is a policeman.
c) In the middle of the picture, between the restaurant and the bank, is a small park.

16 This is the market in the town of Al Hajar. On the left is a stall. There is some fruit on it. The owner is behind the stall and in front of it are two people. They are talking to the owner. One of them is holding a watermelon. On the right there is a small restaurant. Some people are sitting at the tables outside the restaurant. They are drinking tea and chatting. Between the stall and the restaurant is a large tree. There are some goats under the tree.

11 sentences
talking, holding, sitting, drinking, chatting

20 In the street are two cars, a bicycle, a lorry and a taxi. A woman is getting out of the taxi. On the left of the street is a restaurant. A man is sitting at a table having a cup of tea. On the right two men are coming out of a bank. There is a bus stop behind them. Some people are waiting for a bus. A man is crossing the street with a small boy.

- 21** having, taking, riding, driving, coming
sitting, getting, running, chatting, hitting
weighing, washing, carrying, going, standing

22 apple
banana
bread
cheese
chicken
coconut
dates
fruit

grapes
lemon
mango
orange
rice
sugar
watermelon

- 23** a) people
d) apple
g) bottle
j) hotel

b) simple
e) little
h) possible
k) camel

- c) middle
f) castle
i) table