

chapter 3 الفصل ٣

Compositional Analysis تحليل الكتابة

أستلة تحليل الكتابة ◀

- ◀ هذا الجزء يمثل ١٠٪ من محتوى الاختبار.
- ◀ هذا الجزء يتضمن أستلة على استخدام الحروف الكبيرة Capital Letters ، وعلامات الترقيم ، النقطة وعلامة الاستفهام والنقطتان الرأسيتان ... ، وكذلك ترتيب الجمل ودمجها والتراكيب الخاطئة.

Capital Letters الحروف الكبيرة

تستخدم الحروف الكبيرة في الحالات التالية:

الحرف الأول في بداية كل جملة ..

Fresh water can be drunk.

الحرف الأول من أسماء الأشخاص ..

Ahmad Al-Ali - Basma - Hassan

الحرف الأول في ألقاب الأشخاص ..

King - Prince - Doctor - Mrs. - Mr.

الحرف الأول من كل كلمة من عناوين الكتب ..

The Last Unicorn

الحرف الأول من أسماء اللغات والجنسيات ..

Arabic/ Saudi/ English/ Japanese/ Egyptian/
Italian/ French/ Qatari/ Iraqi

الحرف الأول لأسماء الأماكن: دول ومدن وشوارع ..

England - The Tigris River - Makkah -
Airport Road - King Fahd Street

الحرف الأول من معظم كلمات العناوين ..

The Modern Saudi Postal Service

الاختصارات ..

OPEC - FIFA - UN - UK - KSA

الحرف الأول من أسماء شهور السنة ..

January	May	September
February	June	October
March	July	November
April	August	December

الحرف الأول من أسماء أيام الأسبوع ..

Saturday	Tuesday	Friday
Sunday	Wednesday	
Monday	Thursday	

الضمير I في أي موقع من الجملة ..

My brother and I like reading books.

Compositional Analysis تحليل الكتابة

Questions (1:7 - 9:11 - 14): Identify the incorrect underlined word or words and mark your response on your answer sheet.

Q1 I saw Mr. Al-Ali on Khalid Street on the last Sunday in March.

- (A) I (B) Mr
(C) Al-Ali (D) Sunday

Q2 In January, I met doctor al-nasser at King Fahd University of Petroleum and Minerals.

- (A) In (B) January
(C) Fahd (D) al-nasser

Q3 He was carrying an English book with the name how to learn english quickly.

- (A) He
(B) English
(C) name
(D) how to learn english quickly

Q4 She said, she wanted to learn german.

- (A) She (B) wanted
(C) german (D) learn

Q5 In february, I met doctor Al-Nasser. He was at his brother's hospital.

- (A) In (B) february
(C) doctor (D) Al-Nasser

Q6 after I got out of my father's car, I saw Mr. Al-Ali on Khaled Street.

- (A) after (B) I
(C) Mr. (D) Khaled Street

Q7 The Merchant of venice was written by Shakespeare.

- (A) The (B) venice
(C) Merchant (D) Shakespeare

08 ▶ In which of the following sentences is the capitalization correct?

- (A) Khalid can never convince people here in Saudi Arabia that he is originally from New York City because he speaks Hejazi arabic so well.
- (B) Khalid can never convince people here in Saudi Arabia that he is originally from New York City because he speaks hejazi Arabic so well.
- (C) Khalid can never convince people here in Saudi Arabia that he is originally from New York City because he speaks Hejazi Arabic so well.
- (D) khalid can never convince people here in Saudi Arabia that he is originally from New York City because he speaks hejazi arabic so well.

09 ▶ They saw Mr. Al- Ali at 6 pm and they asked him to visit them.

- (A) Mr (B) 6 pm
- (C) Al- Ali (D) them.

10 ▶ We use the past tense to show things which are finished, eg I saw him yesterday.

- (A) eg (B) past
- (C) We (D) yesterday.

11 ▶ Jeddah airport is handling 5000000 travelers a year.

- (A) Jeddah (B) 5000000
- (C) airport (D) travelers

12 ▶ Which of the following is correctly punctuated?

- (A) When they go shopping, they buy things for the Eid.
- (B) When they go shopping, they buy things for the Eid.
- (C) When they go shopping, They buy things for the Eid.
- (D) When they go shopping, they buy things for the Eid.

13 ▶ Which of the following is correctly punctuated?

- (A) She does not like rice, does she?
- (B) She does not like rice, does she?
- (C) She does not like rice' does she?
- (D) She does not like rice, Does she?



Full Stop (.) النقطه

تستخدم النقطه في الحالات التالية:

◀ في نهاية كل جملة خبرية ..

Salt water can't be drunk.

◀ بعد الاختصارات ..

e.g. Mr. Mrs. a.m. p.m.

◀ نقطة عشرية في الأرقام والمبالغ النقدية ..

\$1.5 million



Comma (,) الفاصلة

مواضع استخدام الفاصلة في الحالات التالية:

◀ بعد الكلمات التي تتقدم الجملة ومنها ..

First, Next, Later, In 1985, No,

◀ بعد العبارات الطويلة التي تأتي في بداية الجمل ..

After they break their fast, they pray.

◀ قبل too عندما تأتي في نهاية الجملة ..

I like apples and I like oranges, too.

◀ قبل السؤال للنيل المتوقع الإجابة عنه بـ Yes/No ..

He speaks Arabic, doesn't he? Yes, ..

◀ لكي تفصل كل ٣ أرقام من اليمين ..

1,000 1,432 10,187 1,000,000

◀ تنبيه: لا تستخدم الفاصلة مع السنوات 1,999 ..

◀ مع أجزاء خاصة في الرسالة « مقدمة - خاتمة » ..

Dear Sir, Yours faithfully,

كتابة القوائم Writing lists

عند كتابة قائمة من الأشياء نستخدم فاصلة بعد كل عنصر ونضع and قبل العنصر الأخير ..
I am going to buy apples, bananas, oranges
and dates.

الفاصلة المنقوطة (:) Semi-colon

تستخدم لكي تفصل بين جمل مستقلة نحويًا لكن بينها صلة وثيقة من حيث المعنى والموضوع.

ترقيم مجموعة جمل

تبدأ الجملة بحرف كبير وتنتهي بنقطة، وتبدأ الجملة الثانية بحرف كبير.

تبدأ العبارة الثانية بكلمة رابط مثل Although وتنتهي بإفعل ثان متبوعًا بفاصلة .

تستخدم الفاصلة المنقوطة : لتعبر عن الارتباط الوثيق بين عبارتين.

توضع فاصلة قبل الرابط but .

14
1

► Saudi, American, German and British managers all work together.

- (A) Saudi, American. (B) German and British.
(C) American, German. (D) together.

15
1

► Which of the following is correctly punctuated?

- (A) Khalid likes English; it is his favorite subject.
(B) Khalid likes English: It is his favorite subject.
(C) Khalid likes English, it is his favorite subject.
(D) Khalid likes English? It is his favorite subject.

16
1

► Which of the following has the correct punctuation?

- (A) Most people who drink coffee don't know where it comes from. It is actually the fruit of an evergreen tree.
(B) Most people who drink coffee don't know where it comes from; it is actually the fruit of an evergreen tree.
(C) Most people who drink coffee don't know where it comes from, it is actually the fruit of an evergreen tree.
(D) Most people who drink coffee don't know where it comes from. It is actually the fruit of an evergreen tree.

17
1

► In which of the following sentences is the punctuation correct?

- (A) Although I was late arriving at the office, I was able to finish my duties; I may arrive late sometimes, but my work is always done on time.
(B) Although I was late arriving at the office, I was able to finish my duties; I may arrive late sometimes but, my work is always done on time.
(C) Although I was late arriving at the office, I was able to finish my duties. I may arrive late, sometimes but my work is always done on time.
(D) Although I was late arriving at the office, I was able to finish my duties; I may arrive late sometimes, but my work is always done on time.

18 Which of the following is correctly punctuated?

- (A) Mars's temperature is not the same as Venus's, is it? No, its 30 °C.
- (B) Mars's temperature is not the same as venus's, is it? No, its 30 °C.
- (C) Mars's temperature is not the same as venuss, is it? No, it's 30 °C.
- (D) Mars's temperature is not the same as Venus's, is it? No, it's 30 °C.

19 Which of the following is correctly punctuated?

- (A) Mars has an atmosphere, but its gases are not the same as Earths.
- (B) Mars has an atmosphere, but its gases are not the same as Earth's.
- (C) Mars' has an atmosphere, but its gases are not the same as Earths.
- (D) Mars has an atmosphere, but it's gases are not the same as Earths.

20 Which of the following is correctly punctuated?

- (A) Some writers have difficulty understanding punctuation rules: they think the examples are not clear.
- (B) Some writers have difficulty understanding punctuation rules, they think the examples are not clear.
- (C) Some writers have difficulty understanding punctuation rules; they think the examples are not clear.
- (D) Some writers have difficulty understanding punctuation rules! they think the examples are not clear.

21 Which of the following is correctly punctuated?

- (A) He is a nurse, isn't he. (B) He is a nurse, isn't he:
- (C) He is a nurse, isn't he? (D) He is a nurse, isn't he,

22 Which of the following is correctly punctuated?

- (A) Ouch! That hurt.
- (B) Ouch! That hurt!
- (C) Ouch. That hurt.
- (D) Ouch! That hurt,



Apostrophe (7) الفاصلة العلى

تستخدم الفاصلة العلى في الحالات التالية:

◀ لتوضيح ملكية الاسم المفرد وتوضع قبل الملكية ..

My friend's father bought a new car.

◀ لتوضيح ملكية الاسم الجمع وتوضع بعد الجمع ..

These are the boys' books.

تستخدم في حالات الاختصارات ..

can not	can't	It is	It's
would not	wouldn't	He is	He's
do not	don't	It has	It's
		been	been



Colon (8) النقطتان

تستخدم النقطتان بعد جملة تحتاج لتعداد قائمة أو تحتاج لشرح أو لتوضيح الاختصار: الكلام المباشر.

We use capital letters with the first letters of place names: countries, cities, streets etc.

◀ الجملة التي تأتي قبل النقطتان يجب أن تكون تامة المعنى ومكتملة نحويًا.



Question Mark (7) علامة الاستفهام

تستخدم علامة الاستفهام في نهاية السؤال ..

What is your name? Are you a student?



Exclamation Mark (8) علامة التعجب

تستخدم في نهاية الجملة الخبرية لتعبير عن إحساس أو انفعال قوي.

◀ فا تلة: عند نطق عبارة التعجب يجب أن يرفع الصوت بها.

إضافة "s"

- الأفعال التي تنتهي بحرف **y** يمسقه حرف ساكن
نقلب **y** إلى **i** ثم نضيف **es** مثل **fly-flyes** .
- الأفعال التي تنتهي بـ **ch/ss/sh** نضيف في نهايتها **es** مثل **teach-teaches** .

إضافة "ing"

- الأفعال المنتهية بحرف **e** صامت لحذفه قبل زيادة **ing** مثل **take-taking** .
- الأفعال المنتهية بحرف ساكن وقبله حرف متحرك نضاعف الحرف الساكن مثل **sit-sitting** .

إضافة "ed"

- الأفعال المنتهية بحرف **e** نضيف بعده حرف **d** مثل **smile-smiled** .
- الأفعال المنتهية بحرف **y** وقبله حرف ساكن نقلب **y** إلى **i** ثم نضيف **ed** مثل **study-studied** .
- الأفعال المنتهية بحرف **y** وقبله حرف متحرك نضيف **ed** مثل **play-played** .
- الأفعال المنتهية بحرف ساكن وقبله حرف متحرك نضاعف الحرف الساكن قبل زيادة **ed** مثل **stop-stopped** .

لا هذا ولا ذاك neither ... nor ...

- بعد **neither** يأتي الفاعل الأول ثم **nor** ثم الفاعل الثاني ..

neither noun nor noun

either → or
neither → nor

Questions (23:26 - 32 - 40:41): Choose the best answer to complete the following sentences and mark it on your answer sheet:

23 Omar rarely a basketball game. He usually English every night.

- (A) play - study
(B) plays - studies
(C) playies - studyies
(D) plays - studies

24 Khadija is at the moment. She basketball.

- (A) swimming - loves
(B) swimming - loving
(C) swimings - loveing
(D) swimings - loved

25 The doctor me and told me I had the flu. He some medicine and told me to go home and rest.

- (A) examined - prescribed
(B) examineed - prescribeed
(C) examinied - prescribled
(D) examinined - prescribbed

26 Sumaya and wrote her homework but Sarah last night.

- (A) studled - copled
(B) studyed - copyed
(C) studied - copied
(D) studied - copyed

27 Which of the following sentences has the correct word order?

- (A) Actually the Indian nor the Korean neither, unless they have lived in the West for a while, care for cheese sandwiches.
(B) Unless in the West they have lived for a while, neither the Indian nor the Korean care actually for cheese sandwiches.
(C) Neither the Indian care for cheese sandwiches actually nor the Korean unless they have lived in the West for a while.
(D) Neither the Indian nor the Korean actually care for cheese sandwiches unless they have lived in the West for a while.

28 Identify the incorrect underlined word or words.
I like my new job, but it is very challenged. I have a lot of new things to learn.

- (A) my (B) a lot of
(C) challenged (D) to learn

29 Her name is Mona. Mona is twenty four years old.
The best way to combine these two sentences is:

- (A) She is name Mona and Mona is twenty four years old.
(B) Her name is Mona and she is twenty four years old.
(C) She is Mona and twenty four years old.
(D) Her name Mona and her is twenty four years old.

30 Look at the 4 sentences. By using the word but, which two sentences can be combined to make only one sentence?

- (1) Later he discovered that he didn't like that subject.
(2) His Interest shifted to law.
(3) Ali majored in chemistry at first.
(4) With his parents' approval, he withdrew from chemistry and switched to law.

- (A) Sentence (1) then (3)
(B) Sentence (3) then (1)
(C) Sentence (2) then (4)
(D) Sentence (4) then (2)

31 Which of the choices below will allow the following 2 sentences to be combined into 1 sentence only?

- He withdrew from arts and switched to science.
• His focus changed.

- (A) so that (B) after that
(C) then (D) because

32 Sarah: Have you seen my book? I think I left it here yesterday.

Amany: Is that the one _____ last weekend.

- (A) who you bought
(B) which you bought
(C) that you bought it
(D) which you bought it

الصفات التي تنتهي بـ ing & ed

الصفة المنتهية بـ ing تصف شيئاً غير عاقل.

الصفة المنتهية بـ ed تصف العاقل ..

Hanan is bored because her job is boring.

ربط جملتين باستخدام and

تستخدم and لربط جملتين بينهما تشابه في الأفكار.

إننا نجد فاعل واحد في الجملتين نحذف فاعل الجملة الثانية ونضيف بدلاً منه ضمير فاعل مناسباً ..

Flying is very enjoyable and it saves time.

ربط جملتين باستخدام but

تستخدم لربط جملتين بينهما تناقض في الأفكار ..

Flying is very enjoyable but it is expensive.

ربط جملتين باستخدام because

تستخدم because لربط جملتين؛ الجملة الأولى

هي النتيجة والجملة الثانية هي السبب ..

All didn't go to school because he was ill.

Relative Pronouns

ضمير الوصل that/which يُستخدمان للإشارة

لشيء غير عاقل أو لحيوان ..

Where is the cheese? It was in the fridge.

Where is the cheese (that/which) was in the fridge?

ترتيب مجموعة من الجمل

خطوات ترتيب تعبير : مجموعة من الجمل : ..

◀ نقرأ جميع الجمل كاملة.

◀ نبحث في الجمل عن بداية التعبير.

◀ نرتب الجمل بشكل منطقي ومتسلسل بحيث تكون

الأحداث مبنية على بعضها البعض.

التابع الزمني

◀ يجب أن يكون في الجملة تابع زمني فلا يصلح أن

تكون الجملة أفعالها في المضارع البسيط وفجأة تتنقل

إلى الماضي البسيط.

◀ لابد أن تتوافق الأزمنة مع بعضها البعض.

Word Order

◀ في اللغة الإنجليزية يكتب الفاعل في بداية الجملة،

ويكتب المفعول - عادة - بعد الفعل مباشرة ..

Marwa often plays tennis.

◀ ظروف التكرار تكتب قبل الفعل ؛ مثل ..

Usually , always , often , sometimes , never

33

► Choose the correct order to make the following sentences into a paragraph:

(1) There wasn't much time left before my flight would depart.

(2) My father rushed to the airport to bring my ticket.

(3) I was very happy when my vacation came.

(4) At the airport I discovered that I had forgotten my ticket.

(5) Thanks to my father, I was able to leave on time.

(A) (4) , (5) , (3) , (1) , (2) (B) (3) , (4) , (1) , (2) , (5)

(C) (3) , (5) , (2) , (1) , (4) (D) (4) , (3) , (5) , (1) , (2)

34

► Choose the best order so that the sentences below can form a logical paragraph.

(1) Later he discovered that he didn't like that subject.

(2) His interest shifted to law.

(3) Saleh majored in chemistry at first.

(4) With his parents' approval, he withdrew from chemistry and switched to law.

(A) (4) , (1) , (3) , (2)

(B) (2) , (3) , (4) , (1)

(C) (3) , (1) , (2) , (4)

(D) (1) , (4) , (2) , (3)

35

► Identify the incorrect underlined word or words.

Most of us assume that as people get older, they grew wiser. That doesn't always seem to be correct.

(A) assume

(B) grew

(C) older

(D) doesn't

36

► Identify the incorrect underlined word or words.

Several students were confused about the new assignment until they meet with the teacher after class.

Now they seem to understand.

(A) several

(B) seem

(C) were confused

(D) meet

37

► Which of the following sentences has the correct word order.

(A) I drink cup of coffee always at breakfast.

(B) I drink always at breakfast a cup of coffee.

(C) I at breakfast drink a cup of coffee always.

(D) I always drink a cup of coffee at breakfast.

نمل Sometimes
→ always
فاعل

38 ► Which one of the underlined words or phrases in the following is **INCORRECT**?

When I saw the man with an umbrella, it reminded me that I need to buying one. We don't have much rain in our city, but London gets a lot of rain.

- (A) saw (B) buying (C) don't have (D) a lot of

39 ► Identify the incorrect underlined word or words.

The teacher instructed the students to be at time for class tomorrow or else stay late.

- (A) instructed (B) to be (C) at time (D) stay

40 ► I didn't know is a doctor.

- (A) the man in the blue suit (B) the man of the blue suit (C) him with the blue suit (D) he in the blue suit


41 ► My clock at home, the clock in my office and the watch on my arm all have different times. May be none of them are correct. What time ?

- (A) Is on your watch (B) Is real time (C) do you have (D) does it really

 **To + infinitive.**

يأتي بعد **to** المصدرية فعل مصدر حال من الإضافات.

تنبيه: يجب قراءة الجملة كاملة ثم تحديد الكلمة الخاطئة.

 **On time** في الوقت المحدد

on time تعني في الوقت المحدد بالقبض.

 **In & of**

يستخدم حرف الجر **in** بدلاً من **wear** وتستخدم بمعنى « مرتدياً » ..

I've never seen you **in a suit** before.

يستخدم حرف الجر **of** ليشير إلى الملكية ..

The President **of** Egypt.

 **Making Question** عمل سؤال

تكون السؤال في زمن المضارع البسيط باستخدام الصيغة التالية:

كلمة الاستفهام	do/does	الفاعل	الفعل الاسمي
Where	do	you	Play?