

Might	قدرة ، قوة	Mite	عثة
Precede	يسبق	Proceed	يخرج من ، يبتثق
Sealing	ختم	Ceiling	سقف
Stare	يحلّق	Stair	سلمة
Principal	رئيس ، ناظر	Principle	مبدأ ، رأي
Site	موقع ، موضع	Sight	منظر ، مشهد
Tail	ذيل	Tale	قصة

Synonyms : وهي كلمات مختلفة في النطق والهجاء لكنها لها معنى متقارب .

Current [Meena]	تيار ماء أو كهرباء	Draught	تيار هواء
Fingers	أصابع اليد	Toes	أصابع القدم
Habit	عادة فردية	Custom	عادة جماعية
Shade	ظل (الشجر مثلاً)	Shadow	ظل ، خيال
Peel	يقشر (برتقالة)	Pare	يكشط (تفاحة)
Mobile	متنقل	Movable	متحرك
Childish	صبياني ، تافه	Childlike	بسيط زي الأطفال
Make	يعمل ، يصنع	Do (H.K.)	يعمل

--- وجيد هنا أن نذكر بعض الكلمات التي يأتي قبلها make وبعض الكلمات التي يأتي قبلها do .
Make : - a mistake خطأ - a decision قرار - a pizza بيتزا - noise دوشة - plans خطط .
Do : - your homework واجب - some shopping شراء - me a favor معروف .

Prefixes and suffixes السوابق واللواحق

وكثير من الكلمات يضاف إليها جزء في البداية يسمى prefix أو جزء في النهاية يسمى suffix.

Prefixes --- أي السوابق مثل : [Meena]

Bi (two) ex: bicycle دراجة / **Re** (again ثاني، ظهر back رجوع) ex: return يرجع
Tele (from far away بعيد) ex: television تليفزيون , telegraph تليفراف
Under (insufficient غير كافي) ex: underpay يدفع أقل , underfed يتغذى أقل
Over (more than أكثر من) ex: overload من الحمل أكثر , over time الوقت الإضافي
Fore (before قبل) ex: foretell قبل حدوثه
 -- Some prefixes give the meaning of negation, like: بعض السوابق تعطي النفي مثل :
Im ex: impossible غير ممكن / **Dis** ex: disconnect يفصل , يقطع /
Un ex: unbelievable لا يمكن تصديقه / **Mis** ex: misunderstand فهم يسيئ فهم /
Il ex: illegal غير شرعي / **In** ex: inactive غير نشيط / **Ir** ex: irregular غير منتظم
 --- أي اللواحق : وذلك مثل :
Suffixes ---

وظروف وسوف ندرسهم أيضا في هذا الكتاب، وذلك مثل :
 -an, ian ex: Egyptian, American (أمريكي، مصري) / -able ex: readable (يمكن قرائته)
 -ness (kindness) طيبة , -ship (friendship) صداقة , -hood (childhood) طفولة
 -ry (bakery) خباز , -ism (socialism) اشتراكية (اجتماعية) , -ist (scientist) عالم
 -ion (invention) اختراع , -ation (information) معلومات , -ance (ignorance) جهل
 -ency (presidency) رئاسة , -r (maker) صانع , -er / -ar / -or (actor) ممثل .

H.W. Translation : Write the English meaning of the following words

اكتب المعنى الانجليزي للكلمات الآتية

مهندس	أمريكا	مصري
معمار	فايدة	طابع
يد	للبيع	شعر
وجه	يمكن قرائته	فرامل
دراجة	طيبة	سلفة

(الاستهزاء) وحسن خطك وأذكر النطق جيدا.

About [Meena]			
Excited about	مثار حول	Worried -	قلق بشأن
Troubled -	مضطرب بسبب	Upset -	غضب من أجل
Annoyed -	متضايق ل	Sorry about	أسف بسبب

وهنا أيضا يوجد كلمات يختلف معناها مع about عن معناها مع حروف جر أخرى، مثل :

Care **about** so. or sth. يهتم ب / care **for** يحب

Ask **about** يسأل عن / ask **for** يطلب

Dream **about** (details تفاصيل) / dream **of** (being sth. or doing sth.)

Hear **about** (details) / hear **of** (know that) / hear **from** (receive a letter or a phone call)

Think **about** (details) (concentrate the mind on) / think **of** (remember)

By (H.K.)			
Pass by	يمر ب	Walk by	يمر ماشيا
Stopped by	وقف عند	Drove -	مر وهو يقود
- mistake	بالخطأ	- chance	بالصدفة
A play -	مسرحية كتبها ..	A book -	كتاب كتبه ..
- all means	بكل الطرق	- no means	بلا أي وسيلة
One - one	واحد واحد	- the way (H.K.)	بالمناسبة

Pay by cheque يدفع بشيك / pay in cash = pay cash كاش يدفع

For			
For ever	للأبد	- God's sake	من أجل الله
- life	لطول العمر	- a while	إلى حين
Need -	احتياج ل	Reason -	سبب
- a walk	أذهب اتمشي	breakfast	اللفطار
Famous -	مشهور ب	- lunch	للغداء

--- [Meena] Blame so. or sth. for sth. / blame sth. on so. or sth. /

ex: everybody blamed him for the accident الكل لاموه على الحادث /

everybody blamed the accident on him (H.K.) / الكل نسبوا الحادثة له

everybody said he was to blame for the accident الكل قال انه يجب ان يلام على الحادث

--- It's time for school / he is going to school / now he is at school.

In			
Increase -	زيادة في	Decrease -	نقصان في
Rise -	ارتفاع في	Fall -	سقوط ، نقص في
Believe -	يؤمن ب	- health	بصحة
- a moment	في لحظة	- English	بالانجليزي
- person	شخصيا	- full	بالكامل
Into (H.K.)			
Look (see) -	يفحص	Break -	يقترح مكان
Run -	اصطدم ب	Run - debt	استدان
Of			

A cause -	سبب	Photograph -	صورة
Afraid -	خائف من	Proud -	فخور ب
Jealous -	غيور من	Capable -	قادر على
Careful -	حذر من	Tired -	تعبان من
Healed -	تم شفاؤه من	Repent -	يتوب عن
- course	بالطبع	Instead -	بدلاً من
A lot -	كثير من	A piece -	قطعة من

كانت كويسة منك (.. - , silly - , stupid - , kind of you , good -)
 To accuse so. of doing sth. / Man of his word , man of courage .
 A matter of fact في الواقع , a matter of opinion رأي موضوع

On [Meena]			
- foot	سيراً على الأقدام	- occasion	في مناسبة
Congratulate -	يهنئ على	From now -	من الآن فصاعداً

I have spoken to her on the phone لقد تكلمت معها على الهاتف
 I'm (I am) not on the phone yet , I haven't got a phone yet
 To watch sth. on T.V. يتفرج على حاجة في التلفزيون
 To listen to sth. on the radio [Meena] يستمع لشيء في الراديو
 On leave / on holiday / on business trip / on a trip / on a tour
 (H.K.) في جولة سياحية
 To live on money (or food) (يغيش علة الفلوس) (الخبز) /
 To spend money on sth. يصرف فلوس على شيء
 Keep on / go on / carry on يستمر في

Out			
- of kindness	من باب الطيبة	- of sight	اختفى عن الأنظار
- of print	نفدت الطبعة	- doors	في الخلاء
- of doubt	بدون شك	Have	انهموا الموضوع
(H.K.)			
- an end	لنهاية	- no end	بلا نهاية
Look -	يتم ب، يعتمد على	According -	بناء على
Married -	متزوج	Engaged -	مخطوب ل

Damage to a car تكسير للسيارة / Invitation to a party (or a wedding) عزومة لحفلة
 Solution to a problem حل للمشكلة / answer to a question اجابة للسؤال
 reply to a letter رد على الجواب / key to a door مفتاح للباب
 Complain to so. about sth. يشتكي لشخص عن شيء (H.K.)
 Prefer so. or sth. to so. or sth. يفضل شيء عن شيء أو يفضل شخص عن شخص

Up [Meena]			
Speak -	تكلم بصوت عالي	- to	لغاية
Use -	يستخدم ، ينفذ	Bring -	يربي
Wake -	يصحى	Get -	قم ، انتصب
Give -	يستسلم	Keep - with	يساير ، يجاري
With			
Satisfied -	مكتفي ب	Crowded -	مزدحم ب

It	Does	Did	Will do	Does it eat?	Yes, it eats	No, it doesn't eat
We	Do	Did	Shall do	Do we eat?	Yes, you eat	No, you don't eat
You	Do	Did	Will do	Do you eat?	Yes, we eat	No, we don't eat
They	Do	Did	Will do	Do they eat?	Yes, they eat	No, they don't eat

ومعنى السؤال الأول هو : هل أنا أكل؟ (في الحاضر)

ونلاحظ الآتي : (1) أولاً أن he, she, it دائماً مثل بعض يأخذوا s, es, ies في ال present .

(2) Shall تكون مع I, we فقط أما بقية الضمائر تأخذ will .

(3) I في السؤال تتحول إلي you في الإجابة ، والعكس بالعكس ، وكذلك we في السؤال تتحول إلي you (الجمع) في الإجابة ، والعكس بالعكس .

(4) don't هي اختصار (do not) ، contraction of ، و doesn't هي اختصار does ، not ، و didn't اختصار [Meena] . [did not] .

(5) دائماً بعد does ، يأتي الفعل ال infinitive سواء في السؤال أو في الإجابة بالنفي. --- وفيما يلي أمثلة أخرى على استخدام "do"

Ex.: I do my homework. أنا أعمل الواجب _____

She does what is right . هي تعمل الصحيح _____

He did what is right. هو عمل الصحيح _____

They will do it. هم سيعملونها _____

H.W. Answer the following questions one time with Yes, another with No

أجب على الأسئلة التالية مرة بنعم ومرة بلا : (H.K.)

Does he drink tea? Yes, _____ No, _____

Do I need it? Yes, _____ No, _____

وبالنسبة لعمل أسئلة في ال past ، فنتبع نفس الخطوات ، وسنكتفي بالتطبيق على I, he, they ، فمثلاً نقول :

Pro-nouns	Questions	Verb "do" in the past	
		Yes (H.K.)	No
I	Did I eat bread?	Yes, you ate bread	No, you didn't eat bread
He	Did he eat bread?	Yes, he ate bread	No, he didn't eat bread
They	Did they eat bread?	Yes, they ate bread	No, they didn't eat bread

ومعنى السؤال الأول هو : هل أنا كنت أكل خبز؟ (في الماضي)

ونلاحظ الآتي : (1) أن he, she, it في ال past مثل بقية ال pronouns تماماً ، لانهم يأخذوا

ال s, es, ies في ال present فقط وليس في ال past ولا في ال future .

(2) دائماً ال verb بعد did يأتي في ال infinitive سواء في السؤال أو في الإجابة ب no

H.W. Answer the following questions with Yes and No :

Did she work? Yes, _____ No, _____

Did they see you? Yes, _____ No, _____

ونلاحظ أن كل ماسبق هو شرح ل "Do" verb كفعل مساعد فقط ، لكن مايلي هو شرح ل verb

"Do" كفعل مساعد وكفعل معناه "يفعل أو يعمل" (وذلك في ال present وفي ال past فقط) :

Verb "Do"	(كفعل مساعد / وكفعل بمعنى يعمل)
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Beautiful	More beautiful	Most beautiful
Interesting	More interesting	Most interesting (H.K.)

--- ومايلي هو جدول ببعض الصفات الغير منتظمة في تفضيلها :

The following is a table of comparison of some **irregular adjectives**:

Positive	Comparative	Superlative
Good	Better	Best (H.K.)
Bad (ill)	Worse	Worst
Little (uncountable)	Less (lesser)	Least
Few (countable)	Fewer	Least
Near	Nearer	Nearest (next)
Much (many)	More	Most
Far	Farther (further)	Farthest (furthest)
Late	Later	Latest (last)
Old	Older (elder)	Oldest (eldest)
Out	Outer (utter)	Outmost (utmost)
Up	Upper	Upmost
In [Meena]	Inner	Inmost (innermost)

--- ويوجد بعض الصفات التي لا توضع في صيغة التفضيل مثل Rectangular , correct :
 --- Sometimes we use two or more adjectives together , ex : Roushdy lives in a *nice new* house .

--- بعض الصفات تنتهي بـ ed أو ing- ، حسب الكلام المستخدم

Some adjectives end in -ed or -ing like , bored and boring , for we say: someone is -ed if something (or someone) is -ing , or , if something (or someone) is -ing it makes you -ed , (H.K.)

ex : Zaki is **bored** with his job . / Zaki's job is **boring**.

Are you **interested** in buying a nice house ?

Did you meet anyone **interesting** at the club ?

Other adjectives that can end in -ed or -ing are : satisfied , worried , excited , confused , annoyed , astonished , amazed , amused , terrified , depressed , shamed .

وهنا أيضا نلاحظ أن الصفات التي تنتهي بـ y قبله حرف ساكن تتحول إلى ed مثل worried, terrified ، أما الصفات التي تنتهي بـ y قبله حرف متحرك تبقى كما هي ونضيف لها ed مثل annoyed .

--- Sometimes we use adjectives after some verbs , especially *be* and *get* ,

ex : *be* patient , *be* careful , I'm *getting* hungry . [Meena]

- H.W.** ترجم إلى الانجليزية : (1) هو أطول منها
 (2) هم يتكلمون انجليزي بسهولة
 (3) هذا قميص أبيض جميل
 (4) هذا الفستان الأصفر مريح جدا
 (5) هي أكثر صبرا منه

(H.K.)

H.W. أكمل الجدول التالي :

Positive	Comparative [Meena]	Superlative
Fast		
	Better	
		Most
Quickly		

The following is a table of *some nouns and their adjectives* :

Nouns	المعنى	Adjectives	Nouns	المعنى	Adjectives
Accuracy	دقة	Accurate	Honesty	أمانة	Honest
Aggression	عدوان	Aggressive	Hunger	جوع	Hungry
Anger	غضب	Angry	Joy (H.K.)	فرح	Joyful
Anxiety	قلق	Anxious	Kindness	طيبة	Kind
Ascetic, asceticism	تقشف، زهد	Ascetic	Length	طول	Long
Bigot, bigotry	متعصب (في الرأي)	Bigoted	Loneliness	وحدة، وحدانية	Lonely
Boredom	ملل	Bored / boring	Loyalty	وفاء	Loyal
Bravery	شجاعة	Brave	Maturity	نضج	Mature
Cleverness	ذكاء	Clever	Necessity	أهمية	Necessary
Confidence	ثقة	Confident	Nervousness	عصبية	Nervous
Creation	خليفة	Creative	Outgo	الخروج	Outgoing
Death	موت	Dead	Patience	صبر	Patient
Discipline	نظام، تهذيب	Disciplined	Popularity	شعبية، شهرة	Popular
Energy	طاقة	Energetic	Probability	احتمال	Probable
Equality	مساواة	Equal	Rarity	ندرة	Rare
Faithfulness	ثقة	Faithful	Reality	حقيقة، واقع	Real
Fluency	طلاقة لسان	Fluent	Responsibility	مسؤولية	Responsible
Friendliness / friendship	صداقة	Friendly	Selfishness	أنانية	Selfish
Happiness	سعادة	Happy	Shyness	خجل	Shy
Hard-work	شغل بهمة	Hard-working	Stupidity	بهاة	Stupid
Heat	حرارة	Hot	Thirst	عطش	Thirsty
Height	ارتفاع	High	Wisdom	حكمة	Wise

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Tenses [Meena] الأزمنة

--- بالنسبة لل simple

Simple (Simple Tense)		
Present	Past	Future
I eat	I ate	I shall eat
You eat	You ate	You will eat
He (she , it) eats	He (she , it) ate	He (she , it) will eat
We eat	We ate (H.K.)	We shall eat
You eat	You ate	You will eat
They eat	They ate	They will eat

ونلاحظ (كما قلنا من قبل) ان ال s بتأتي فقط مع he, she, it في ال present فقط .

H.W. Complete the following table like the previous one using verb

"أكمل الجدول التالي مثل السابق مستخدما الفعل "يشرب". "Drink"

Simple (Simple Tense)

Affect	يؤثر	Affected	Affected	Learn	يتعلم	Learned	Learned
				[Meena]		(learnt)	(learnt)
Afford	يقدّر	Afforded	Afforded	Need	يحتاج	Needed	Needed
Appear	يظهر	---ed	---ed	Offend	يغضب	Offended	Offended
Arrest	يقبض على	Arrested	Arrested	Offer	يقدم، يعرض	Offered	Offered
Ask	يسأل	Asked	Asked	Plan	يخطط	Planned	Planned
Attack	يهاجم	Attacked	Attacked	Pretend	يتظاهر	---ed	---ed
Avoid	يتجنب	Avoided	Avoided	Regret	يندم	---ed	---ed
Beg	يتوسل	Begged	Begged	Resist	يقاوم	Resisted	Resisted
Blink	يرمش	Blinked	Blinked	Seem	يبدو	Seemed	Seemed
Claim	يطالب بـ	Claimed	Claimed	Shop	يتسوق	Shopped	Shopped
Climb	يتسلق	Climbed	Climbed	Slow	يبطئ	Slowed	Slowed
Control	يتحكم	---ed	---ed	Smell	يشم	Smelled	Smelled
[Meena]						(smelt)	(smelt)
Demand	يطلب	---ed	---ed	Spell	يتحجى	Spelled	Spelled
			(H.K.)			(spelt)	(spelt)
Discuss	يناقش	---ed	---ed	Start	يبدأ	Started	Started
Drop	يسقط	Dropped	Dropped	Step	يخطو	Stepped	Stepped
End	ينتهي	Ended	Ended	Stop	يقف	Stopped	Stopped
Expect	يتوقع	Expected	Expected	Switch	ينقل، يشغل	---ed	---ed
Fail	يسقط، يرسب	Failed	Failed	Threaten	يهدد	---ed	---ed
Float	يطفو	Floated	Floated	Travel	يسافر	---ed	---ed
Guess	يخمن	---ed	---ed	Wait	ينتظر	Waited	Waited
Harvest	يحصد	---ed	---ed	Want	يريد	Wanted	Wanted
Heat	يسخن	---ed	---ed	Water	يسقي	---ed	---ed
Intend	ينوي	---ed	---ed	Wish	يتمنى	Wished	Wished

The following is a table of conjugation of some *regular verbs (that take ied)* :

Regular verbs (that take "ied")				Regular verbs (that take "ied")			
Present (infinitive)	المعنى	Past	Past participle	Present (infinitive)	المعنى	Past	Past participle
Bury	يدفن	Buried	Buried	Reply	يجاب	Replied	Replied
Carry	يحمل	Carried	Carried	Worry	يقلق	Worried	Worried
Marry	يتزوج	Married	Married	[Meena]			

The following is a table of conjugation of some *irregular verbs* :

Irregular verbs				Irregular verbs			
Present (infinitive)	المعنى	Past	Past participle	Present (infinitive)	المعنى	Past	Past participle
Am , is (be)	يكون	Was	Been	Leave	يترك	Left	Left
Are (be)		Were	Been	[Meena]			
Bear	يحمل	Bore	Borne	Lend	يقرض	Lent	Lent
Beat	يضرب	Beat	Beat	Let	يجعل	Let	Let
Become	يصبح	Became	Become	Lie	يتمدد	Lay	Lain
Begin	يبدأ	Began	Begun	Lie	يكذب	Lied	Lied
				Lose	يفقد ، يخسر	Lost	Lost

	We shall be told stories by them
She is telling me stories	Stories are being told to me by her
I was telling them a story	I am being told stories by her (H.K.)
They will be telling us stories	A story was being told to them by me
	They were being told a story by me
	Stories will be being told to us by them
	We shall be being told stories by them
She has told me stories [Meena]	Stories have been told to me by her
I had told them a story (H.K.)	I have been told stories by her
They will have told us stories	A story had been told to them by me
	They had been told a story by me
	Stories will have been told to us by them
	We shall have been told stories by them
She has been telling me stories	Stories have been being told to me by her
I had been telling them a story	I have been being told stories by her (H.K.)
They will have been telling us stories	A story had been being told to them by me
	They had been being told a story by me
	Stories will have been being told to us by them
	We shall have been being told stories by them

ونلاحظ ان هذا الجدول هو نفسه الجدول السابق له ، ولكن فقط أضفنا فيه to me أو to

them أو وكما أن الفعل tell يأخذ two objects ، يوجد أيضا أفعال أخرى مثله ، ومنهم

give, ask, send, show, teach, pay

Ex: The men were **paid** 500\$ by him to do the job. [Meena]

I was **given** two hours by him to make my decision.

--- كما نلاحظ ان الفعل لا يمكن في كل الأزمنة في الجملة الثانية في ال passive لا نكتب " by -- وهذا لأن عدم كتابتها لا يغير شيء في الموضوع طالما انه مفهوم من هو الفاعل أو طالما انه لن يهمننا من هو الفاعل .

H.W. Complete the following table like the previous one using verb "teach"

Active [Meena]	Passive
He teaches you English	English is taught to you by him.
We taught them Eng.	You are taught Eng. by him (H.K.)
You will teach her Eng.	Eng. was taught to them by us
He is teaching you Eng.	Eng. is being taught to you by him
We were teaching them Eng.	
You	
He has taught you Eng.	

Bound	يحدد (يعطي حدود)	---ed	---ed	Boundary, boundlessness	blessing Boundless
Breathe	يتنفس، يتنسم	---d	---d	Breath, breather	Breathless
Cast	يلقي، يطرد	Cast	Cast	Cast, casting	Cast
Catechize (H.K.)	يعلم بالسؤال والجواب	---d	---d	Catechism, catechist	
Celebrate	يحتفل	---d	---d	Celebration, celebrity	Celebrated
Chasten, chastise	يؤدب	---ed, ---d	---ed, ---d	Chastening, chastisement	Chaste
Chase	يطارد	---d	---d	Chase	
Circumcise	يختن	---d	---d	Circumcision	Circumcised
Comfort	يعزي، يريح	---ed	---ed	Comfort, comforter	Comfortable
Command	يوصي، يأمر	---ed	---ed	Command, Commandment, Commander, Commandant	Commanding
Confess	يعترف، يقر	---ed	---ed	Confessant, Confessor, Confession	Confessed (H.K.)
Consecrate	يكرس، يخصص	---d	---d	Consecration	Consecrated
Contribute	مساهمة، عطاء	---d	---d	Contribution, contributor	Contributory
Corrupt	يفسد	---ed	---ed	Corruption, corrupter, corruptness	Corrupt
Create	يخلق	---d	---d	Creator, creation, creature	Creative
Do	يعمل	Did	Done	Doer	Done
Darken	يغمق، يظلم	---ed	---ed	Darkness, dark	Dark
Deafen	يجعله أصم	---ed	---ed	Deafness	Deaf
Die	يموت	---d	---d	Death	Dead
Deepen	يعمق	---ed	---ed	Depth, deepness	Deep
Defile	ينجس	---d	---d	Defilement	Defiled
Deliver (H.K.)	ينقذ / يسلم	---ed	---ed	Deliverer, delivery, deliverance	Delivered
Descend	ينزل، يهبط	---ed	---ed	Descendants, descent	
Divorce	يطلق	---d	---d	Divorce, divorcer	Divorced
Donate	يهب، يتبرع	---ed	---ed	Donator, donation	
Elect	يختار	---ed	---ed	Elect, election	Elect, electoral
Enchant	يسحر، يشعو	---ed	---ed	Enchanter, enchantress, enchantment	Enchanting, enchanted
Fast	يصوم	---ed	---ed	Fast, fasting	
Forgive	يعفو، يسامح	Forgave	Forgiven	Forgiveness (H.K.)	Forgiven, forgiving
Free	يحرر	---d	---d	Freedom	Free
Guide	يرشد	---d	---d	Guide, guidance	
Leaven	يخمّر	---ed	---ed	Leaven	Leavened
Legalize	يقنن، يجعله شرعي	---d	---d	Legality, legalism, legalization	Legal
Live	يحيا، يعيش	---d	---d	life, living	Living, live, alive
Love	يحب	---d	---d	Love, lover	Loving, lovely
Meditate	يتأمل	---d	---d	Meditation	Meditative
Minister	يخدم	---ed	---ed	Minister, ministry	Ministerial
Offend	يعثر، يضايق	---ed	---ed	Offence, offense, offender	Offencless, offensive

- 1) Write a **dialogue** between you and one or more of your friends (at least 5 lines).
- 2) Write an **essay** (at least 7 lines).

Level 12 [Meena] (H.K.)

Direct and Indirect Speech

سندرسه في الثلاث حالات : (1) Statements 2) Questions 3) Commands
و ببساطة نقول ان التحويل من ال direct لل indirect يكون حسب الجدول الآتي :

	Direct [Meena]	Indirect
1	Present (simple, continuous)	Past (simple, continuous)
2	Will (H.K.)	Would
3	Past simple or present perfect	Past perfect
4	Would + infinitive (المصدر)	Would have + past participle
5	Fact (حقيقة أو واقع)	Stays the same (تبقى كما هي)

وبعض الكلمات يتم تغييرها أيضا من ال direct لل indirect الآتي :
+ This – that / these – those / here – there / now – then (at that time) /
come – go, go – go, came – went, went – went / ago – before / today – that
day / tomorrow – the next day, the day after , the following day / yesterday
– the day before, the previous day / may – might . [Meena]
وبالنسبة للكلمات الآتية تظل كما هي :

Must , might , could , would , should , ought

والأمثلة التالية توضح هذه القواعد (الأمثلة التالية مرتبة حسب ترتيب القواعد في الجدول السابق) :

1) Statements (said to -- / told -- that)

- 1) Mark **said to me**, "I am learning French" - *direct*
He **told me that** he was learning French - *indirect (reported)*
- 2) He said to Mary, "I will **come** tomorrow"
He told Mary that he would **go** the next day .
- 3) He said to me, "I finished **my** work"
He told me that he had finished **his** work .

4) He said, "If I had the money , I would buy a house" .
 He said that if he had had the money he would have bought a house .
 5) When what is said is a fact, it remains the same.
 He said, "The triangle has 3 sides" (H.K.)
 He said that the triangle has 3 sides .

2) Questions (said to -- / asked – if, asked --, wanted to know)

--- Roushdy said, "What time do the banks close?"
 He wanted to know what time the banks closed.
 --- John **said to me**, "Are you playing now?"
 He **asked me if** I was (were) playing at that time.
 --- The policeman said to us, "Where are you going?"
 He asked us where we were going
 --- "Did you speak French?" He said to me.
 He asked me if I had spoken French.

3) Commands (said to -- / ordered -- to , requested --to , asked -- to)

--- He **said to me**, "Go away"
 He **ordered me to** go away [Meena]
 --- He said to him, "Play the piano, please"
 He **requested him to** play the piano.
 --- He said to them, "Don't shut the door"
 He **asked them not to** shut the door.

All the previous examples are when what was said , was in the past (said to), but if the act is in the present (say) or in the future (will say) , the sentence does not change .

Ex: 1) He **says** , "This work is too difficult"
 He says that this work is too difficult. (H.K.)
 2) He **will say**, "This work is too difficult"
 He will say that this work is too difficult.

H.W. rewrite the following sentences in the indirect form: [Meena]

- 1) They said "We are students" / They _____
- 2) He said "I'll be playing football tomorrow" _____
- 3) She said "I've just finished" _____
- 4) we say "she is beautiful" _____
- 5) you will say "He is smart" _____
- 6) They said to me "Are you the English teacher?" _____
- 7) I said to him "Go away" _____