



The Public Authority of Applied Education and Training  
The Higher Institute of Telecommunications and Navigations

# **English Department**

## General English

### EN151

Supplementary handout for course EN151 – C21st Skills

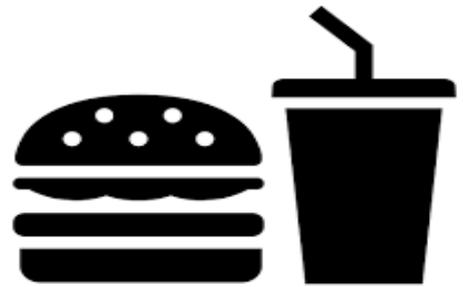
Level 1



**November / 2020**

# Unit 10

# Food & Drink



## ➤ Countable and Uncountable Nouns:

### What are countable nouns?

Countable nouns are for items or things we can count using numbers. They can have a singular and/or a plural form. When we use the singular form, we can use the "a" or "an". If you want to ask about the quantity of a countable noun, you ask "How many?" combined with the plural countable noun.

**What are uncountable nouns?** Uncountable nouns are for items or that we cannot count with numbers. They can be the names for ideas or qualities or objects that are too small or impossible to count such as liquids or powder. Uncountable nouns are used with a singular verb. They usually do not have a plural form. With uncountable nouns, we cannot use numbers or put an "s" at the end of the word.



✚ **Read the following nouns, then put each noun in the correct column of the table below.**

Children - bread - sand - driver - butter - egg - glue - fish - coffee -  
 carrot - meat - pasta - toast - chocolate - waiter - apple - window -  
 bottle

Countable	Uncountable
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

✚ **Are the underlined words countable or uncountable?**

1. Can I have some rice?
2. I would like to order popcorn please.
3. I love eating chocolate cake.
4. Do you like to drink coffee?
5. Can I buy some meat please?
6. Do you like to eat seafood?

7. I love potatoes. They are so delicious!
8. Milk chocolate cookies are the best.
9. Bread is not very expensive.
10. I love to eat nachos when I watch a movie.

➤ Countable and Uncountable Nouns ; a lot of , many , much

## Much

**Much** is used with uncountable nouns to indicate a large quantity. It is mostly used in negative questions or sentences.

### Examples

- How **much** is the entrance fee?
- She doesn't visit **much** anymore.
- Don't rely too **much** on others.
- How **much** is it, Mum?
- It doesn't need **much** milk.
- I feel **much** worse now.

## Many

The word **many** means a *lot of*. We use **many** with plural nouns.

### Examples

- Does she want **many** dresses?
- How **many** cars in the gallery?
- Mary has **many** cats.
- I have **many** things to do.
- How **many** people are there in the World?
- There aren't **many** women priests.

## A lot of

**A lot of** means a large number of amount. It can be used for countable or uncountable nouns (negative, positive and question)

### Examples

- They've got **a lot of** orange juice.
- There is **a lot of** money in my bag.
- I have **a lot of** pencils.
- I have **a lot of** time.
- I drank **a lot of** water.

## Lots of

**A lot of** and **lots of** have the same meaning **lots of** means a large number of amount. It can be used for countable or uncountable nouns (negative, positive and question)

### Examples

- **Lots of** people went to the game.
- There were **lots of** jobs.
- Listening to music is **lots of** fun.
- There is **lots of** milk in the bucket.
- I have **lots of** cars.

 **Underline the correct quantifiers to complete the sentence:**

1. There are too ( much / many ) restaurants in our city.
2. How (much/ many) pieces of cake would you like?
3. I don't have (many / much) milk left in the fridge.
4. How (many/ much) coffee would you like in your mug?
5. We have (a lot of / much) vegetables growing in our backyard.
6. We spent too (a lot of / much) money on our vacation last year.
7. Did you invite (much/ many) friends to your dinner party?
8. My family drinks (a lot of/ many) tea in the weekend.
9. We don't have (many/ much) time to cook lunch.
10. There hasn't been (many/ much) rain recently.

Vocabulary

✚ Match the opposites of the following words :

	<i>A</i>		<i>B</i>
<i>1</i>	Above		Cheap
<i>2</i>	Expensive		Below
<i>3</i>	Increase		Remove
<i>4</i>	Insert		Minimum
<i>5</i>	Maximum		Take out
<i>6</i>	Remain		Decrease

Choose the correct word from a, b, and c:

**1- Sable, is my favorite bakery in Kuwait. Most of the time, I go there to ..... birthday cakes.**

- a- barbecue                      b- insert                      c- customize

**2- Pizza express allow their costumers to ..... their own pizza.**

- a- damage                      b- create                      c- prefer

**3- Water is a substance composed of the chemical ..... such as hydrogen and oxygen.**

- a- recipe                      b- products                      c- elements

**4- I like how most of the brand boutiques ..... their products.**

- a- display                      b- decrease                      c- remove

**5- I've reduced the ..... of meat I eat .**

- a- addition                      b- amount                      c- component

## Reading Comprehension

### **Breakfast Around The World**

People across the United States and around the world eat many different things for breakfast. Have you ever wondered what your neighbor, teacher or best friend had for breakfast this morning? Your parents or relatives might have told you “Breakfast is the most important meal of the day”. Breakfast is essential to give our body, the nourishment it needs to start the day.

#### ➤ **Breakfast in the US.**

A traditional American breakfast can include eggs, toast, juice, coffee , bacon , cereal, and fruit. Popular breakfast includes fruits like bananas, melons, and grapefruit. Of course, you don’t have to eat everything listed above (Lots of people choose their favorite and match them through the week.)

#### ➤ **Breakfast in Mexico**

If you were to eat breakfast in Mexico, you would most likely have corn tortilla with beans, rice, green or red peppers and eggs. The tortilla is used to wrap all the ingredients together. A popular breakfast dish is called “Chilaquiles”. It consists of tortilla chips topped with red and green salsa with cheese, onions and an egg served on the side.

#### ➤ **Breakfast in Japan**

Breakfast in Japan is traditionally a small meal instead of one large dish. There are many small plates. White rice is normally the focus of the meal and smaller side dishes include fried fish, pickled vegetables, miso soup and tofu. Green tea is a must in a traditional Japanese breakfast. Although now it is not uncommon to see many younger people in Japan consuming more American style breakfast of eggs, toast, orange juice and cereal.

\*\*\*

## ✚ What about you ?

If you could eat anything for breakfast , what would it be ?

-----  
-----  
-----

### ➤ Language Functions:

- ✓ Preference
- ✓ Suggestion
- ✓ Want
- ✓ Polite Request

### Want

I want to ...  
I would like to ...  
I wouldn't mind ...  
I feel like ...

### Preference

I prefer ... to ...  
I like ... more than ...  
I'd rather ... than ...  
I'd prefer to ...  
I'd like to ...  
I'm interested in ...

### Polite Request

Can you ... please ?  
May I ..., please ?  
Could you... , please ?  
Will you ... , please  
Would you ... , please ?  
Would you mind (v+ing) ..., please ?  
Do you mind (v+ing ) ... , please ?  
I'd be grateful if you'd ..., please ?  
I wonder if you could ..., please ?

### Suggestion

Let's+ ( inf )  
I suggest that ...  
I suggest ( V+ ing ) ...  
Why don't you ...?  
You / We can / could ...  
How about ( V+ ing ) ... ?  
What about ( V+ ing ) ...?

## ✚ Examples :

- Why don't you go to the movies tonight?
- We could visit New York while you're there.
- Let's go to the travel agents this afternoon to book our ticket.
- How about going to a museum.
- I'd prefer eating Italian food .
- I like coffee and tea .
- I feel like having a pizza .
- I would like to have dinner with you .
- I'd be grateful if you could drive me home .

## ✚ What would you say to a waiter in a restaurant in the following situations :

1) You would like to have a plain rice ?

-----

2) You want to have more lemon in your soup .

-----

3) You ask his opinion for good dishes .

-----

## Grammar

## Simple Past with regulars and irregular verbs

➤ Regular Verbs :

Use the simple past to talk about actions that happened in the past .

- To form the simple past of regular verbs, add *-ed* to the base form of the verb .
  1. He worked in a restaurant last year .
  2. They added more sugar to the coffee .
- For verbs ending in *e* , just add *-d* .
  1. She removed the cake from the oven .
  2. I created my own recipe .
- For verbs ending in consonant + *y* , drop the *y* and add *-ied*.
  1. I Studied English in school .
  2. She fried the chicken very well .
  3. He applied for a job .

*Keywords*

Yesterday	In the past
Last year	An hour ago
2001	The other day

➤ Irregular Verbs :Past of be

- The verb *be* is irregular in the simple past. It has two forms :  
*was* and *were* .
- Use was with I, she, he and it .
- Use were with you, we, and they .

They **were** in London two years ago .

You **were** at the café .

It **was** cold .

She **was** a good chef .

- Here are some common irregular verbs with their simple past forms.

BASE FORM	SIMPLE PAST
Be	Was, Were
Beat	Beat
Become	Became
Begin	Began
Bet	Bet
Bite	Bit
Break	Broke
Bring	Brought
Build	Built
Buy	Bought
Catch	Caught
Choose	Chose
Come	Came
Cut	Cut
Dig	Dug
Do	Did

[www.eslgrammar.org](http://www.eslgrammar.org)

➤ Negative forms of the Simple past .

- To form a negative statement , use did + not ( or didn't) + base form of the verb .
  1. We **didn't** display our new products .
  2. I **didn't** go home for dinner .
  3. He **didn't** fix the oven .

➤ Interrogative sentences (questions)

- Like negative sentences, we have to use the auxiliary verb did to make interrogative sentences (sentences that ask questions) in the past simple tense. In this case, however, did comes before the subject, rather than the verb .

**Did + Subject + base form of the verb +rest of the sentence ?**

- Affirmative: "I went to the park."
- Interrogative: "**Did** you go to the park?"

- Affirmative: “Janet ate cookies .”
- Interrogative: “**Did** Janet **eat** cookies ?”
  
- Affirmative: “They turned off the lights .”
- Interrogative: “**Did** they **turn off** the lights ?”

➤ **With question words**

We can also use question words (such as who/whom, what, where, etc.) before did if we are asking for specific information.

**WH word + did + Subject + Base form of the verb + rest of the sentence ?**

1. “Who/whom did you see?”
2. “What did you cook last night?”
3. “When did they arrive?”

➤ **Type in the verbs in the Simple Past.**

1. William (visit) \_\_\_\_\_ his grandparents last weekend.
2. Jane (arrive) \_\_\_\_\_ an hour ago.
3. We (go) \_\_\_\_\_ to Bob's birthday party yesterday.
4. I (be) \_\_\_\_\_ on holiday last week.
5. She (add) \_\_\_\_\_ more chocolates on the cake .

➤ **Complete the sentences in the negative form.**

1. I phoned Lucy last night. → I \_\_\_\_\_ Lucy last night.
2. You tidied up your room. → You \_\_\_\_\_ up your room.
3. Olivia became an actress. → Olivia \_\_\_\_\_ an actress.
4. We found the treasure. → We \_\_\_\_\_ the treasure.
5. He spoke Spanish. → He \_\_\_\_\_ Spanish.

➤ **Make questions.**

1. (you/dance) at the party last night?

\_\_\_\_\_

2. (she/do) her homework?

\_\_\_\_\_

3. (Robert/work) at the post office?

\_\_\_\_\_

4. (they/help) you with the washing-up?

\_\_\_\_\_

When (I/say) that?

\_\_\_\_\_

<https://english.lingolia.com/en/grammar/tenses/simple-past/exercises>



**Watch the short video in the link below and answer the following questions :**

**You Tube** <https://youtu.be/7EdpBH81XIY>  
Restaurant Promotional Video (Short edit)

1) What is the name of the café ?

-----

2) What kind of food does it serve ?

-----

3) According to the video , what is your favourite dish ?

-----

**✚ Match the following words with their similar meanings :**

	<i>A</i>		<i>B</i>
<i>1</i>	approach		Recognize
<i>2</i>	Measure		Parts / elements
<i>3</i>	Device		Ruin
<i>4</i>	Melt		Access
<i>5</i>	Components		Calculate
<i>6</i>	Damage		Liquefy
<i>7</i>	Identify		Machine / tool

**✚ Fill in the gab with the correct words :**

Layers – cool down – ingredients – recipe – baking – process – basic – desserts

1. Get all the ..... together before you start cooking .
2. My mother has a new delicious .....for apple pie .
3. He was cutting biscuits out and putting them on a ..... tray.
4. Oil and water don't mix , even if you shake them together they separate into  
.....
5. Bad diet speed up the aging .....
6. I decided to cook a .....meal that wouldn't take much time to prepare.
7. After dinner , we had ice cream for .....
8. Let the cookies ..... before you try them .

✚ Look at the photo . List five things you can see .

1. What types of cuisine do you recognize?



- 1.
- 2.
- 3.
- 4.
- 5.

## Planning a dinner :

		Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Breakfast		Baked Omelet	Steel-cut Oats w/Berries & Pecans	Greek Yogurt Granola & Berry Parfait	Steel-cut Oats w/Berries & Pecans	Baked Omelet	Steel-cut Oats w/Berries & Pecans	Greek Yogurt Granola & Berry Parfait
Snack		Vanilla Shakeology w/Berries	Vanilla Shakeology w/Pumpkin	Chocolate Shakeology w/Almond Butter	Vanilla Shakeology w/Berries	Chocolate Shakeology w/Coconut Extract	Chocolate Shakeology w/Almond Butter	Vanilla Shakeology w/Berries
Lunch		Deli Turkey w/avocado & Veggies	Leftover Pork Taco Meat over Quinoa	Chicken Salad stuffed Avocado	Leftovers	Leftover Chicken Soup w/Kale	Open-faced Turkey Sandwich on Whole-grain Bread & Veggies	Salad w/Grilled Chicken
Snack		Brown Rice Cake with Veggie Spread	Veggies & Hummus	Cottage Cheese & Veggies	Brown Rice Cake with Almond Butter & Banana	Almonds & Orange	Free Meal	Avocado w/balsamic
Dinner		Crockpot Pork Tacos	Parmesan Tilapia	Homemade Chicken Noodle Soup	Skinny Chicken Tamale Pie	Crockpot Turbo Fire Chili		Crockpot Chicken Pot Pie
Snack		Apple & Almond Butter	String Cheese	Veggies & Hummus	Cottage Cheese & Veggies	Veggies & Hummus		Celery & Almond Butter

© sublimereflection.com

➤ Look at the meal plan and answer the following questions :

- 1) When did he eat Greek Yogurt Granola & Berry ?-----
- 2) What was his lunch on Thursday ? -----
- 3) How many times did he have free meals ? -----

✚ You and your friends are planning to invite some visitors from another country to your house for dinner. In teams of 2 or 3, come up with a shopping list for your dinner. You must then discuss your dinner menu with the class.

## Complete



## the List

1. What are you going to cook?

---

2. Will you have dessert? If so, what is it?

---

3. What are you going to serve as beverages?

---

4. How many people will be invited for dinner ?

---

### Things I need for the dinner

CHECK LIST	
<input type="checkbox"/> <b>Food :</b> _____	<input type="checkbox"/> <b>people :</b> _____
<input type="checkbox"/> _____	<input type="checkbox"/> _____
<input type="checkbox"/> _____	<input type="checkbox"/> _____
<input type="checkbox"/> _____	<input type="checkbox"/> _____
<input type="checkbox"/> _____	<input type="checkbox"/> _____
<input type="checkbox"/> _____	<input type="checkbox"/> _____
<input type="checkbox"/> _____	<input type="checkbox"/> _____
<input type="checkbox"/> _____	<input type="checkbox"/> <b>Other things :</b> _____
<input type="checkbox"/> <b>Beverages:</b> _____	<input type="checkbox"/> _____
<input type="checkbox"/> _____	<input type="checkbox"/> _____
<input type="checkbox"/> _____	<input type="checkbox"/> _____
<input type="checkbox"/> _____	<input type="checkbox"/> _____
<input type="checkbox"/> _____	<input type="checkbox"/> _____
<input type="checkbox"/> _____	<input type="checkbox"/> _____
<input type="checkbox"/> _____	<input type="checkbox"/> _____

## Grammar

## Past Continuous Tense

➤ Functions of the past continuous

The past continuous describes actions or events in a time **before now**, which began in the past and were **still going on** when another event occurred. So we often use a period of time i.e. **while** or **when**.

The *Past Continuous* is frequently used in sentences together with the Past Simple.

**while** (In this part of the sentence we usually use Past Continuous.)

- **While** I **was cooking**, Petra **was reading** a book.

**when** (In this part of the sentence we usually use the Past Simple.)

- I **was cooking when** the telephone **rang**.

➤ Forming the past continuous

The past continuous of any verb is composed of two parts : the past tense of the verb "to be" (*was/were*), and the base of the main verb *+ing*.

<b>Subject</b>	Auxiliary Verb <b>+was/were</b>	<b>+base + ing</b>	<b>Object</b>
----------------	------------------------------------	--------------------	---------------

1. I **was reading** a story for a long time yesterday.
2. She **was selling** fruits from morning to evening.
3. They **were playing** cards yesterday evening till it got dark.
4. I **was watching** TV **when** she called.
5. **While** we **were having** the picnic, it started to rain.

## ➤ Negative sentences in the Past Continuous

<b>Subject</b>	Auxiliary Verb <b>+was/were</b>	<b>+Not</b>	<b>+base + ing</b>	<b>Object</b>
----------------	------------------------------------	-------------	--------------------	---------------

1. He was **not** traveling to Venice.
2. She was **not** eating a burger.
3. I was **not** watching TV when she called .

## ➤ Question Sentences

To make the question, auxiliary verb come at the beginning of the sentence and question mark at the end ( ?)

Auxiliary Verb <b>Was+ were</b>	<b>Subject</b>	<b>+base + ing</b>	<b>Object</b>
------------------------------------	----------------	--------------------	---------------

1. **Was** he living in this house?
2. **Were** they going to their college ?
3. **Was** she singing a song ?
4. **Were** you asking me something ?

## ➤ With question words

<b>WH word</b>	Auxiliary Verb <b>Was+ were</b>	<b>Subject</b>	<b>+base + ing</b>	<b>Object</b>
----------------	------------------------------------	----------------	--------------------	---------------

- What** were you doing at seven o'clock?  
**Where** was Mike going yesterday evening ?  
**When** was Mike giving the presentation exactly ?

➤ **Form the past continuous (choose positive, negative or question):**

1. (they / take the exam?)

---

2. (when / he / work there?)

---

3. (you / make dinner?)

---

4. (they / drink coffee when you arrived?)

---

5. (when / we / sleep?)

---

6. (they / study last night)

---

7. (we / talk when the accident happened)

---

8. (he / not / exercise enough)

---

9. (I / talk too much?)

---

10. (it / not / snow)

---

## Guess the country

What country is this ?

---



- In pairs or groups of 3, search and write the name of the country in the pictures above, take notes about its landmarks, weather, cities and its location.

### Fill the following questions as your notes:

1. What is the capital city of the country?
2. What are the famous landmarks in this country ?
3. What is the weather like in this country ?
4. What are the most famous food in this country?
5. How is it similar or different from cities in your country ?

## Grammar

## Past Perfect Tense

- The past perfect is used to express something that had happened before something else in the past.

➤ Past Perfect Positive Form

*Subject + had + past participle + objects*

1. Alex **had finished** the test before Tom asked to see it.
2. They **had lived** in France for 10 years before they moved home.

## Keywords

Before  
After  
By the time

➤ Past Perfect Negative Form

*Subject + had not + past participle + objects*

1. She **hadn't** eaten by the time he arrived.
2. We **hadn't** bought the car when he told us the news.

➤ Past Perfect Question Form

*(Question Word) + had + subject + past participle?*

1. **When** had you written this letter ?
2. **What** had she done to upset you so much?

➤ Past perfect interrogative form :

*had + subject + past participle + object ?*

1. **Had** she gone to school?
2. **Had** they sold their house?
3. **Had** she eaten her breakfast?

 Put in the verbs in brackets into the gaps and form sentences in Past Perfect.

1. She \_\_\_\_\_ in Sweden before she went to Norway. *(to live)*
2. After we \_\_\_\_\_ the cornflakes, Henry came in. *(to eat)*
3. Before Ken ran to Kerry's house, he \_\_\_\_\_ him. *(to phone)*
4. The cat hid under the chair because the children \_\_\_\_\_ so loud. *(to be)*
5. Before the students started to write, the teacher \_\_\_\_\_ their mobile phones. *(to collect)*
6. After Max \_\_\_\_\_ his breakfast, he left the flat. *(to finish)*
7. By the time the show began, all friends \_\_\_\_\_. *(to arrive)*

[https://www.englisch-hilfen.de/en/exercises/tenses/past\\_perfect.htm](https://www.englisch-hilfen.de/en/exercises/tenses/past_perfect.htm)



# Word List

## Unit 10

<i>Word</i>	<i>Part of speech</i>	<i>Word</i>	<i>Part of speech</i>
<b>A - Above</b> <b>Add</b> <b>Additional</b> <b>Amount</b>	preposition verb adjective noun	<b>F - Fork</b> <b>Fresh</b> <b>Fridge</b>	noun adjective noun
<b>B- Barbecue</b> <b>Basic</b> <b>Beef</b> <b>Below</b> <b>Biscuit</b> <b>Bowl</b> <b>Bread</b>	noun adjective noun preposition noun noun noun	<b>H- High Quality</b>	adjective
<b>C- Cake</b> <b>Cereal</b> <b>Cheap</b> <b>Chickpea</b> <b>Crisps</b> <b>Crispy</b> <b>Common</b> <b>Components</b> <b>Cool down</b> <b>Create</b> <b>Customize</b> <b>Customization</b>	noun noun adjective noun noun adjective adjective noun verb verb verb noun	<b>I- Identify</b> <b>Ingredient</b> <b>Increase</b> <b>Insert</b>	verb noun verb verb
<b>D- Damage</b> <b>Decrease</b> <b>Delicious</b> <b>Dessert</b> <b>Display</b> <b>Disposal</b> <b>Dish</b> <b>Device</b>	noun verb adjective noun verb noun noun noun	<b>K- Keep away</b> <b>knife</b>	verb noun
<b>E- Elements</b> <b>Equipment</b> <b>Expensive</b>	noun noun adjective	<b>L- Lamb</b> <b>Layer</b> <b>lunch box</b>	noun noun noun
<b>M- Machine</b> <b>Maintain</b> <b>Maintenance</b>	noun verb noun	<b>R- Reasonable</b> <b>Reduce</b> <b>Remain</b>	adjective verb verb

<b>Maximum</b>	<i>adjective</i>	<b>Remove</b>	<i>verb</i>
<b>Measured</b>	<i>adjective</i>		
<b>Meat</b>	<i>noun</i>		
<b>Mineral water</b>	<i>noun</i>		
<b>Minimum</b>	<i>adjective</i>		
<b>Multiple</b>	<i>adjective</i>		
<b>Multiplication</b>	<i>noun</i>		
<b>N- Never</b>	<i>adverb</i>	<b>S- Seafood</b>	<i>noun</i>
		<b>Serve</b>	<i>verb</i>
		<b>Stake</b>	<i>noun</i>
		<b>Spoon</b>	<i>noun</i>
<b>O- Once</b>	<i>adverb</i>	<b>T-Taste</b>	<i>verb</i>
		<b>Tools</b>	<i>noun</i>
		<b>Turn off</b>	<i>verb</i>
		<b>Turn on</b>	<i>verb</i>
		<b>Twice</b>	<i>adverb</i>
<b>P- parts</b>	<i>noun</i>	<b>U- Usual</b>	<i>adjective</i>
<b>Party</b>	<i>noun</i>	<b>Unusual</b>	<i>adjective</i>
<b>Pastries</b>	<i>noun</i>		
<b>Peanut</b>	<i>noun</i>		
<b>Personalize</b>	<i>verb</i>		
<b>Plate</b>	<i>noun</i>		
<b>prawn/shrimp</b>	<i>noun</i>		
<b>prefer</b>	<i>verb</i>		
<b>produce</b>	<i>verb</i>		
<b>product</b>	<i>noun</i>		
<b>production</b>	<i>noun</i>		
		<b>W-well known</b>	<i>adjective</i>

\*\*\*

# Unit 11

# Planning



## Vocabulary

### A) Complete the following sentences with the suitable answers:

1. **Women now represent \_\_\_\_\_ 50% of the workforce.**
  - a. almost
  - b. never
  - c. rarely
2. **She is a specialist in \_\_\_\_\_ and behaviors.**
  - a. Physics
  - b. Psychology
  - c. Math
3. **The oil \_\_\_\_\_ in Kuwait is growing these days.**
  - a. sector
  - b. secretary
  - c. scary
4. **I will have a private \_\_\_\_\_ this week with my coach.**
  - a. section
  - b. sensitive
  - c. session
5. **He needs to get out and \_\_\_\_\_ more**
  - a. Socialize
  - b. Shout
  - c. Sleep
6. **I always try to keep my room \_\_\_\_\_ I don't like it when it's a complete mess.**
  - a. tasty
  - b. happy
  - c. tidy

7. This college has an online \_\_\_\_\_ that can help the students.

- a. tutorials
- b. turtles
- c. trains

8. The \_\_\_\_\_ in the airports show us the flights' arriving time.

- a. round table
- b. table tennis
- c. timetable

9. I have to finish writing this \_\_\_\_\_ before going to sleep.

- a. temple
- b. essay
- c. east

10. I had a \_\_\_\_\_ with my friends about the new political events.

- a. discussion
- b. desert
- c. duck

11. Your house is \_\_\_\_\_ and tidy.

- a. nut
- b. nest
- c. neat

## Prepositions of Time - at, in, on

We use:

- **at** for a PRECISE TIME
- **in** for MONTHS, YEARS, CENTURIES and LONG PERIODS
- **on** for DAYS and DATES

<b>at</b> PRECISE TIME	<b>in</b> MONTHS, YEARS, CENTURIES and LONG PERIODS	<b>on</b> DAYS and DATES
at 3 o'clock	in May	on Sunday
at 10.30am	in summer	on Tuesdays
at noon	in the summer	on 6 March
at dinnertime	in 1990	on 25 Dec. 2010
at bedtime	in the 1990s	on Christmas Day
at sunrise	in the next century	on Independence Day
at sunset	in the Ice Age	on my birthday
at the moment	in the past/future	on New Year's Eve

➤ **Look at these examples:**

- I have a meeting \_\_\_\_\_ 9am.
- The shop closes \_\_\_\_\_ midnight.
- Jane went home \_\_\_\_\_ lunchtime.

- In England, it often snows \_\_\_\_\_ December.
  - Do you think we will go to Jupiter \_\_\_\_\_ the future?
  - There should be a lot of progress \_\_\_\_\_ the next century.
  - Do you work \_\_\_\_\_ Mondays?
  - Her birthday is \_\_\_\_\_ 20 November.
  - Where will you be \_\_\_\_\_ New Year's Day?
- 

## Adverbs & expressions of frequency

# ADVERBS OF FREQUENCY

<b>100%</b>	<b>ALWAYS</b>	He's <b>always</b> very punctual. I'll see if he's here yet.
<b>90%</b>	<b>USUALLY</b>	We <b>usually</b> go to the restaurant on Sundays.
<b>80%</b>	<b>GENERALLY</b>	We <b>generally</b> go to the sea for our holidays.
<b>70%</b>	<b>OFTEN</b>	They <b>often</b> went caroling at Christmas.
<b>50%</b>	<b>SOMETIMES</b>	<b>Sometimes</b> , I just need someone to talk to.
<b>30%</b>	<b>OCCASIONALLY</b>	We <b>occasionally</b> meet for a drink after work.
<b>15%</b>	<b>SELDOM</b>	I have <b>seldom</b> seen such brutality.
<b>5%</b>	<b>RARELY</b>	She is old and <b>rarely</b> goes out.
<b>0%</b>	<b>NEVER</b>	If you don't aim high you will <b>never</b> hit high.

www.eslforums.com

**A) Choose the correct answer from a, b, or c:**

1. Muslims \_\_\_\_\_ pray five times a day.  
a. never                              b. sometimes                              c. always
2. \_\_\_\_\_ we cry when we are so happy.  
a. Never                              b. Sometimes                              c. Always
3. He \_\_\_\_\_ walks to work. He likes walking.  
a. seldom                              b. occasionally                              c. usually
4. I \_\_\_\_\_ eat fish. I don't like its taste.  
a. Never                              b. normally                              c. often
5. She \_\_\_\_\_ gets sad. She is usually very happy.  
a. occasionally                              b. generally                              c. hardly

**Writing: Complete a questionnaire**

➤ **Complete the following questionnaire:**

NO.	Daily routine	always	usually	often	sometimes	rarely	never
1	I get up early in the morning.						
2	I make my bed.						
3	I have shower in the morning.						
4	I have breakfast with my family.						
5	I walk.						
6	I walk to the institute.						
7	I drive to my institute.						
8	I have lunch at the cafeteria in the institute.						
9	I study in the evening.						
10	I go to bed early.						

## Sentence patterns with *spend*

We use the verb *spend* to talk about the time we use on different activities.

**Examples: Positive sentence**

**Subject + spend + time + verb + ing**

I spend eight hours sleeping every day

**Subject + spend + time + on + noun**

(Hamad spends an hour on sports every day)

**Question**

**How much time + do/does + subject + spend + on + noun**

(How much time does she spend on meals ?

**How much time + do/does/did + subject + spend + verb + ing**

(How much time do you spend travelling to work?)

**B) Choose the correct answer from a, b, or c:**

**1. We usually spend two hours \_\_\_\_\_ every day.**

- a. a meal
- b. meals
- c. on meals

**2. Mona spends three hours \_\_\_\_\_ every morning.**

- a. reading
- b. reads
- c. read

**3. How much time does he spend \_\_\_\_\_ his story?**

- a. write
- b. writes
- c. on writing

**4. How much time did you spend \_\_\_\_\_ for the test?**

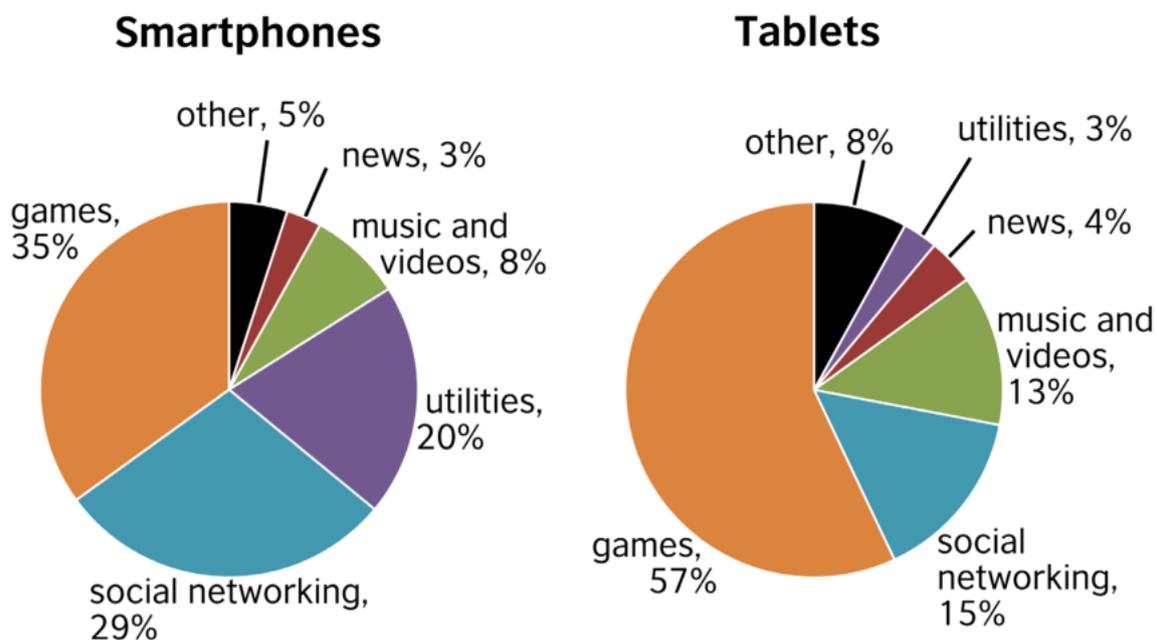
- a. studies
- b. studying
- c. Study

Reading



➤ Answer the following questions according to the information given in the pie chart:

**Time spent on smartphones and tablets, by category**



1. What does this pie chart show?

.....

2. What is the most popular use of the tablets ?

.....

3. What does the 29% on the pie chart show ?

.....

Reading & Writing

*8 Simple Ways to*  
**STUDY MORE EFFECTIVELY**

 NO PHONE	 PLAN	 priorities	
 WAKE UP EARLIER	 HARDEST TASK FIRST	 40 MIN STUDY SESSIONS	 REWARD YOURSELF

➤ A: Getting information from a picture

Write a small paragraph on how you study before an exam according to the information in the picture above.

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Reading & writing

**My Daily Routine**

My name is Sergei. I am twenty years old. I wake up at 7 o'clock every day except Saturday. I do morning exercise. I wash, clean my teeth and comb my hair. Then I have breakfast. In the mornings I like to eat omelet, cheese sandwich and to drink tea. It takes me 10 minutes to get to college. My classes begin at 8:30 in the morning . And at 2 o'clock in the afternoon the classes are over. I usually study four to five hours a day. When I return home I rest. I watch tv and play computer games on my free time. I go out with my friends four times a week. On the weekends, I like to go to the cinema with my friends. I always on bed before 11 pm.

➤ **B: After reading this paragraph write your own daily routine:**

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## Vocabulary

➤ Match each word with its opposite from the list:

	<i>A</i>		<i>B</i>
<i>1</i>	Advantage		exclude
<i>2</i>	Connect		disadvantage
<i>3</i>	Include		disconnect
<i>4</i>	Failure		Success

➤ Fill in the gap with the suitable word:

**(benefits – notification- early- popping up- backup)**

1. It is always better if you..... your smartphone once and awhile to not lose the data.
2. The company provides health care and life insurance ..... for all of its employees
3. You should receive ..... of the results within a week.
4. Click here , and a list of files will be .....
5. You promised me that you'd be home ..... tonight .

➤ Choose the correct word from a, b, and c:

1- Are you .....to join the meeting today ?

- a- Planning                      b-Spending                      c- challenging

2- Email users must sign up in order to .....their accounts .

- a- enhance                      b-access                      c-assign

3- Many people use photoshops to digitally .....their photos.

- a- enhance                      b-access                      c-assign

4- She's got a lot of friends , she likes to .....

- a- work                      b- develop                      c- socialize

5- He performed the most ..... task without a mistake .

- a- challenging                      b- developing                      c- enhancing

➤ Match each word with its synonym from the list:

	<i>A</i>		<i>B</i>
<i>1</i>	Advantage		Improve
<i>2</i>	Enhance		Attach
<i>3</i>	Connect		Process
<i>4</i>	Method		Benefit



## Language Functions :

- ✓ Intention
- ✓ Asking for explanation
- ✓ Giving Explanation
- ✓ Advice

### Asking for Explanation

What do you mean exactly ?  
Can you explain it , please ?  
What are you trying to say?  
What are you getting at ?  
Can you repeat that, please ?  
Would you mind repeating that ?  
Can you give me an example ?  
I don't get it / understand it .  
Do you mean ... ?

### Advice

I advise you to ...  
The best thing for you is ...  
My advice for you is ...  
It's better ...  
If I were you , I'd ...  
You should...  
Make sure that ...  
Always ...

### Intention

I intend to ...  
I decided to ...  
I'm going to ...  
I'm planning to .../I plan to  
I'm determined to ...  
I've made up my mind to ...  
It's my intention to

### Giving Explanation

What I exactly mean ...  
Let me explain it again ...  
What I am trying to say is ...  
What I am getting at is ...  
What I am saying ...  
For example ...  
I'd like to say that ...  
What I'm talking about is ...

**+ What would you say in the following situation :**

**1) Your teacher has given you the instructions of how to hand in your assignment on Teams but you are confused and you didn't understand.**

-----

**2) Your friend is not interesting in joining the sport club .**

-----

**3) Your brother asks you about your plans for the summer holiday .**

-----

**4) You were with your mom at one of the fancy restaurant , the menu is in English and your mom didn't understand what's on it .**

-----

**5) Your sister eats too many sweets .**

-----

➤ **Fill in the gap with the suitable word:**

**(troubleshoot – develop – locate – attach – lose – limited – sector)**

1. Use this cable to ..... the printer to the computer .
2. Police are still trying to ..... the suspect .
3. People don't know the blessing of health till they .....it .
4. This offer is available for a ..... period only .
5. It has cost the company a great deal of money and time to .....this software .
6. The latest figures show a clear growth trend in the service .....
7. Customer Service can help to ..... technical problems and offer advice on maintenance issues .

## ➤ Writing a formal email

- What to Include in Your Job Application Email

Your email job application letter is a cover letter. This means that the intent of the email is to let the recipient know :

**1. Why are you writing this email ?**

-----

**2. Which job are you applying for?**

-----

**3. What are your qualifications for the job?**

-----

**4. What kind of documents you will submit to the company?**

-----

**5. How will the recipient can get in touch with you?**

-----

## Unit 11

- **Writing** : You want to apply for a job in a computer company. Write a formal email to this company by answering the questions above.

Untitled - Message (HTML)

Message Insert Options Format Text Developer

To...

Cc...

Subject:

Send

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# Word List

## Unit 11

<i>Word</i>	<i>Part of speech</i>	<i>Word</i>	<i>Part of speech</i>
<b>A-Access</b>	Verb	<b>L- late</b>	Adjective
<b>Advanced</b>	Adjective	<b>Limited</b>	Adjective
<b>Advantage</b>	Noun	<b>Locate</b>	Verb
<b>Almost</b>	Adverb	<b>Lose</b>	Verb
<b>Always</b>	Adverb		
<b>Assign</b>	Verb		
<b>Attach</b>	Verb		
<b>Average</b>	noun		
<b>B- Back up</b>	Verb	<b>M- Manage</b>	Verb
<b>Bag</b>	Noun	<b>Maybe</b>	Adverb
<b>Benefit</b>	Noun	<b>Method</b>	Noun
<b>Bigger</b>	Adjective	<b>Midnight</b>	Noun
<b>Biggest</b>	Adjective		
<b>C- Challenging</b>	Adjective	<b>N-Necessary</b>	Adjective
<b>Configure</b>	Verb	<b>Neat</b>	Adjective
<b>Configuration</b>	Noun	<b>Notification</b>	Noun
<b>Connect</b>	Verb		
<b>Contact</b>	Noun		
<b>D- Develop</b>	Verb	<b>O- Often</b>	Adverb
<b>Developer</b>	Noun		
<b>Development</b>	Noun		
<b>Diagram</b>	Noun		
<b>Discussion</b>	Noun		
<b>Document</b>	Noun		
<b>Download</b>	Verb		
<b>E- Early</b>	Adjective	<b>P- Permission</b>	Noun
<b>Enhance</b>	Verb	<b>Pie chart</b>	Noun
<b>Essay</b>	Noun	<b>Privacy</b>	Noun
		<b>Privilege</b>	Noun
		<b>Pop up</b>	Verb
		<b>Prevent</b>	Verb
		<b>Provide</b>	Verb
<b>F- Failure</b>	Adjective	<b>S- Sector</b>	Noun
		<b>Small</b>	Adjective
<b>G- Get up</b>	Verb	<b>Solutions</b>	Noun
		<b>Socializing</b>	Verb
<b>I-Improve</b>	Verb	<b>Sometimes</b>	Adjective
		<b>Spend</b>	Verb
<b>K- keep</b>	Verb	<b>Submit</b>	Verb

<b>T- Task</b>	<i>Noun</i>	<b>U- User</b>	<i>Noun</i>
<b>Take notes</b>	<i>Verb</i>	<b>Update</b>	<i>Verb</i>
<b>Term</b>	<i>Noun</i>		
<b>Tidy</b>	<i>Verb</i>		
<b>Timetable</b>	<i>Noun</i>	<b>V- Valid</b>	<i>Adjective</i>
<b>Training</b>	<i>Noun</i>	<b>Validation</b>	<i>Noun</i>
<b>Troubleshoot</b>	<i>Verb</i>	<b>Verify</b>	<i>Verb</i>

\*\*\*

# Unit 12

## Time



## Vocabulary

A) Complete the following sentences with the suitable answers:

1. I like to have my coffee in the \_\_\_\_\_ before I go to work.  
a- bedtime                      b- morning                      c- yoga
  
2. My sister is older than me, she is in \_\_\_\_\_  
a- college                      b- tennis                      c- concert
  
3. Ahmed always \_\_\_\_\_ up at six o'clock in the morning to go to school.  
a- sleeps                      b- wakes                      c- leave
  
4. I don't like the same daily \_\_\_\_\_, I like doing interesting activities every day.  
a- alarm                      b- routine                      c- college
  
5. My father doesn't like staying up late at night, he has regular \_\_\_\_\_ at 10 pm.  
a- alarm                      b- routine                      c- bedtime
  
6. During Hala February festival, Kuwait invites many famous singers to make \_\_\_\_\_  
a- concerts                      b- tennis                      c- cycling
  
7. Salem usually sets the \_\_\_\_\_ at 7 o'clock before going to bed.  
a- habit                      b- alarm                      c- judo

8. I like playing \_\_\_\_\_ it makes me stronger; it is an international sport.

a. running

b. swimming

c. judo

9. \_\_\_\_\_ is one of the sports that makes our bodies flexible.

a- aerobics

b- college

c- concert

10. Smoking is a bad \_\_\_\_\_ you must quit immediately.

a- habit

b- sport

c- food

11. \_\_\_\_\_ makes our minds clear and helps us fight sickness.

a- tennis

b- cycling

c- yoga

12. Turn off the lights, when you \_\_\_\_\_ the house.

a- wake up

b- leave

c- activate

13. I can't stay with you, because I have a \_\_\_\_\_ now.

a- lecture

b- noon

c- tennis

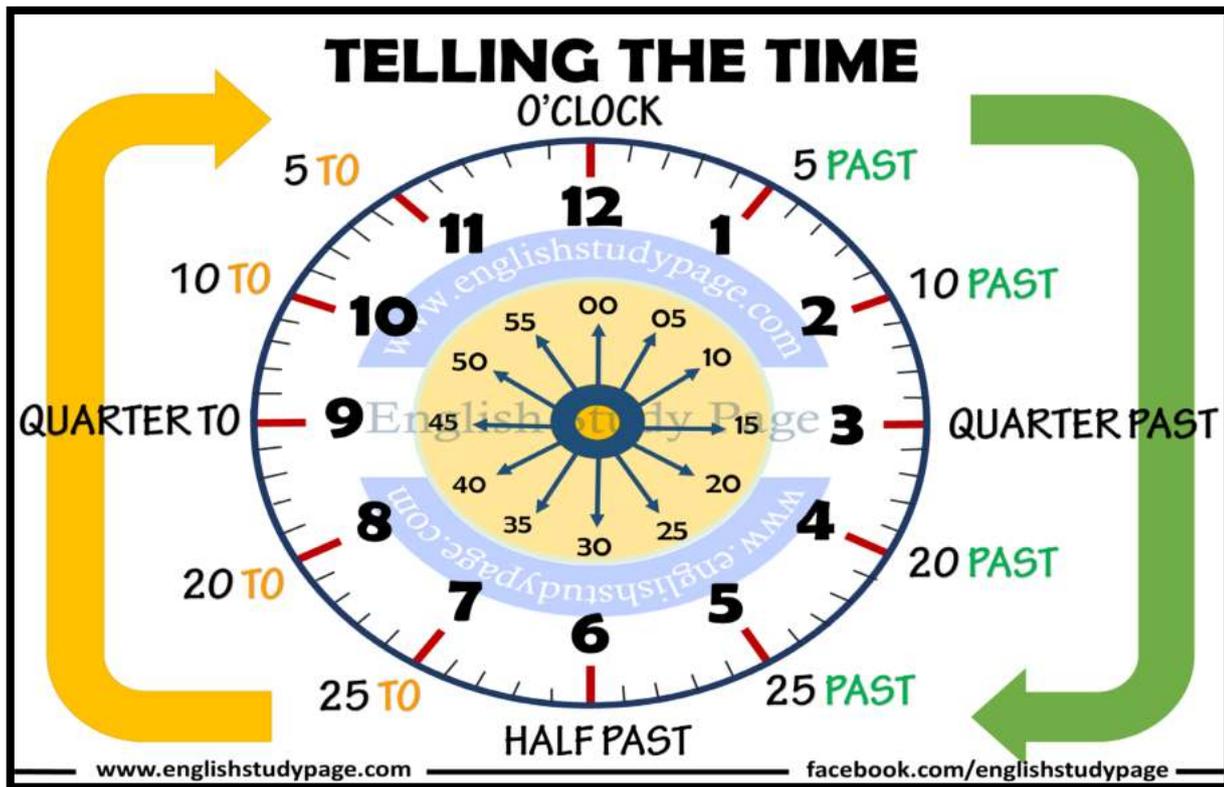
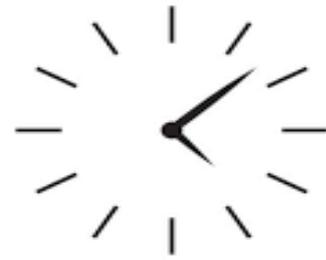
# How to say the time :

We have different ways to say times.

Examples: its half past six, or it's six thirty .

For 12:00 pm we say midday or noon.

For 12:00 am we say midnight.



### B. Match the time?

- |                              |      |
|------------------------------|------|
| 1. It's five o'clock.        | 4:55 |
| 2. It's a quarter past nine. | 8:07 |
| 3. It's nine thirty.         | 9:15 |
| 4. It's five to five.        | 9:30 |
| 5. It's seven past eight.    | 5:00 |

➤ What time is it? Write the time **in words**.



➤ What time is it? Write the time **in digits**.



:



:



:



:



:



:



:



:

## Verb & Noun Phrases

Some verbs and nouns go together :

- **Do+ noun individual sports and activities**
- **Go + verb + ing sports and activities we go somewhere to do**
- **Play + noun ball games, computer games, board games.**



**Play** is used with teams sports and ball sports.  
Football, basketball, volleyball, handball, water polo, baseball, tennis, table tennis, golf



**Go** is used with sports ending in –ing  
Swimming, sailing, rowing, ice skating, cycling, horse riding



**Do** is used with individual sports not ending in –ing,  
combat sports (fighting) – even when ending in –ing-  
Gymnastics, athletics, karate, judo, aerobics, yoga ...  
wrestling, boxing



➤ Complete the table with activities from the box:

**aerobics- basketball – cycling – judo – shopping- swimming – video games**

Do +	Go +	Play +	others
yoga	Running	tennis	Watch tv

➤ Complete the following sentences with do, go or play

- 1- I like to \_\_\_\_\_ running in the evenings after work.
- 2- We \_\_\_\_\_ tennis at the wekkend.
- 3-Sam and Leo \_\_\_\_\_ karate at school.
- 4-My sister \_\_\_\_\_ video games in her bedroom.
- 5-My dad never \_\_\_\_\_ any exercise. He is so unfit.
- 6-No one in my family \_\_\_\_\_ cycling.

➤ Label the photos

**Go running / play tennis / Do yoga / watch TV / Go to a concert**



\_\_\_\_\_



\_\_\_\_\_



\_\_\_\_\_



\_\_\_\_\_



\_\_\_\_\_

## Grammar

## The Comparatives &amp; Superlatives

➤ Comparative adjectives

Comparative adjectives are used to compare differences between the two objects they modify. They are used in sentences where two nouns are compared, in this pattern:

**Noun (subject) + verb + comparative adjective + er + *than* + noun (object).**

Examples

- My house is **larger** than hers.
- This box is **smaller** than the one I lost.

➤ Superlative adjectives

Superlative adjectives are used to describe an object which is at the upper or lower limit of a quality. They are used in sentences where a subject is compared to a group of objects.

**Noun (subject) + verb + the + superlative adjective + est + noun (object).**

Examples

- My house is the **largest** one in our neighbourhood.
- This is the **smallest** box I've ever seen.

✚ Three or more syllables

Adjectives with three or more syllables form the comparative by putting *more* in front of the adjective, and the superlative by putting *most* in front.

Adjective	Comparative	Superlative
<b>important</b>	more important	most important
<b>expensive</b>	more expensive	most expensive

### Irregular comparatives and superlatives

These very common adjectives have completely irregular comparative and superlative forms.

Adjective	Comparative	Superlative
<b>good</b>	better	best
<b>bad</b>	worse	worst
<b>little</b>	less	least
<b>much</b>	more	most

#### Examples

- Today is the **worst** day I've had in a long time.
- You play tennis **better** than I do.
- This is the **least** expensive sweater in the store.
- This sweater is **less** expensive than that one.
- I ran pretty far yesterday, but I ran even **farther** today.

➤ **Read and complete with the comparative or superlative :**

1. My sister thinks she's \_\_\_\_\_ (intelligent) than me, but I don't agree! .
2. Avatar is probably \_\_\_\_\_ (bad) film I've seen!
3. What is \_\_\_\_\_ (wet) month of the year in England?
4. Do you think the Harry Potter films are \_\_\_\_\_ (good) than the books?
5. Who is \_\_\_\_\_ (powerful) person in your country?
6. I think Men in Black 1 was \_\_\_\_\_ (funny) than Men in Black 3.
7. Is Angelina Jolie \_\_\_\_\_ (old) than Sandra Bullock?
8. John is \_\_\_\_\_ (nice) person that I know.

**Vocabulary:**

➤ **Complete the sentence by giving the opposites of the underline word:**

- 1- I always wake up **after** dawn, and have my breakfast..... I go to work.
- 2- We are going to rebuild the house, so we need to ..... move out, don't worry it's not **permanent**!
- 3- Planning and time management are very import for daily achievements. We always need to **expect** the .....
- 4- Charles was able to **resume** his plans , but after that he .....

➤ **Re-order the parts of the day:**

(Midnight – morning – evening – noon- afternoon)

- 1- \_\_\_\_\_ 2- \_\_\_\_\_ 3- \_\_\_\_\_ 4- \_\_\_\_\_ 5- \_\_\_\_\_

➤ **Fill in the gap with the suitable word:**

(period of time- set up - part – bedtime – apply- expected)

- 1- We spent ..... Of the time at the museum .
- 2- My mother always used to tell us ..... stories .
- 3- Covid19 pandemic is a very difficult .....
- 4- Always ..... your alarm if you wish to wake up early.
- 5- The report was not ..... to provide any answers .
- 6- I want to ..... for this job .

➤ **Choose the correct word from a, b, and c:**

**1- Trainers who can't meet the .....of the course will definitely fail.**

a-conclusions                      b-requirements                      c-communications

**2- The T.V was ..... normally until yesterday.**

a- functioning                      b-organizing                      c-establishing

**3- Calendars and journals help people to..... their daily schedules.**

a- communicate                      b-apply                      c-organize

## Grammar

ENGLISH  
GRAMMAR

## WILL vs. GOING TO

Woodward®  
ENGLISH  
ENGLISH

## WILL

## Rapid Decision

- I'm thirsty. I think I **will** buy a drink.

## Offer

- That looks heavy. I **will** help you with it.

## Promise

- Don't worry, I **won't** tell anyone.

## Threat

- If you don't stop, I **will** tell your mother.

## Refusal

*won't = will not*- She **won't** listen to anything I say.

## GOING TO

## Prior Plan

= The decision was made before the moment of speaking.

- I'm **going to** the beach next weekend with my friends.

## Evidence / Signs

= When there are signs that something is likely to happen.

- My stomach hurts a lot and I think I **am going to** throw up.- It's 70-0. They're **going to** win.You can use both **Will** and **Going to** for making predictions.- I think it **will** rain tomorrow. = - I think it **is going to** rain tomorrow.

## COMPARE: Are you busy this evening?

- I haven't made any plans.

I think I **will** probably watch TV.

OR

I'm probably **going to** watch TV.- Yes, I'm **going to** the movies.Only **Going to** is possible because this is a prior plan.**Will** and **going to** are both possible here. We are "predicting" what will happen because nothing is planned.In spoken English **Going to** is often pronounced as "**gonna**".[www.grammar.cl](http://www.grammar.cl)[www.woodwardenglish.com](http://www.woodwardenglish.com)[www.vocabulary.cl](http://www.vocabulary.cl)

### ➤ will or be going to?

**LAURA:** What are you doing this weekend, Jane?

**JANE:** I \_\_\_\_\_ (see) a new play tomorrow at the Royal Court theatre.

**LAURA:** Have you got the tickets yet?

**JANE:** NO, I \_\_\_\_\_ (get) them this afternoon, actually. Would you like to come?

**LAURA:** Oh, thank you, that would be nice.

**JANE:** OK, I \_\_\_\_\_ (get) you a ticket too.

**LAURA:** Great ... what time does it start?

**JANE:** Eight o'clock, but we \_\_\_\_\_ (all meet) in the Green Cafe at 7:15 pm .

**LAURA:** OK, I \_\_\_\_\_ (meet) you in the cafe, but, I \_\_\_\_\_ (be) there around 7:30 pm.

**JANE:** That's fine.

**LAURA:** I \_\_\_\_\_ (pay) for the ticket on Saturday. Is that OK?

**JANE:** Yes, that's OK, no problem.

**LAURA:** Great! Why don't we go eat something in the restaurant?

**JANE:** That's a good idea. I \_\_\_\_\_ (phone) the others and see if they want to come too.

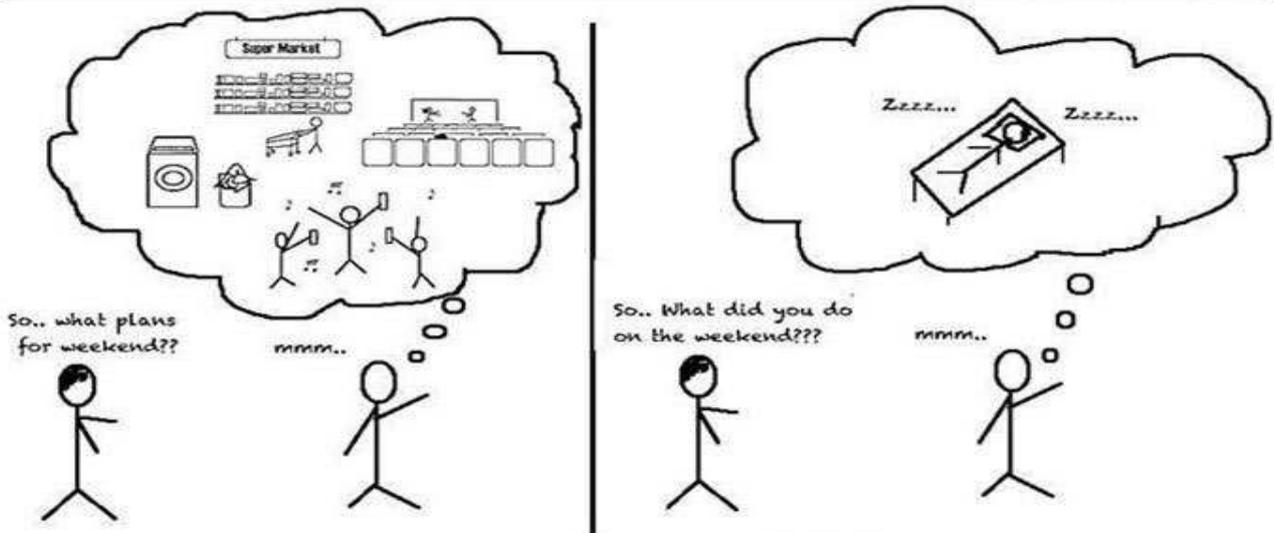
**LAURA:** Good, and I \_\_\_\_\_ (book) a table for us.

**JANE:** Great! I \_\_\_\_\_ (meet) you there in a moment.

# Planning Activities :

Before and After

## The Weekend



### Think & Plan

➤ What do you like doing at the weekend ?


Things I do at the weekend

Reading and Writing

# How to be a morning person

By iamnotadorable

Wake up early



**Don't eat late**

Don't eat too much before you go to sleep (and don't eat after 2 hours before you go to sleep)



**Set an alarm**

Put the alarm across the room. No snooze.



**Plan your morning routine**

So you don't forget important things



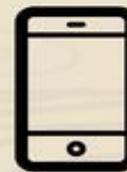
**Get enough sleep**

7-9 hours sleep is enough



**Drink milk before you go to sleep**

It is relaxing Oh Yeah



**Turn off your phone**

So you won't get distracted



**Pack and prepare everything a night before**

Your lunch, clothes, and stuff for school/work



**Relax and take your time**

Have a breakfast or a coffee Read a newspaper



**Leave your house on time**

HAVE FUN AT WORK OR AT SCHOOL



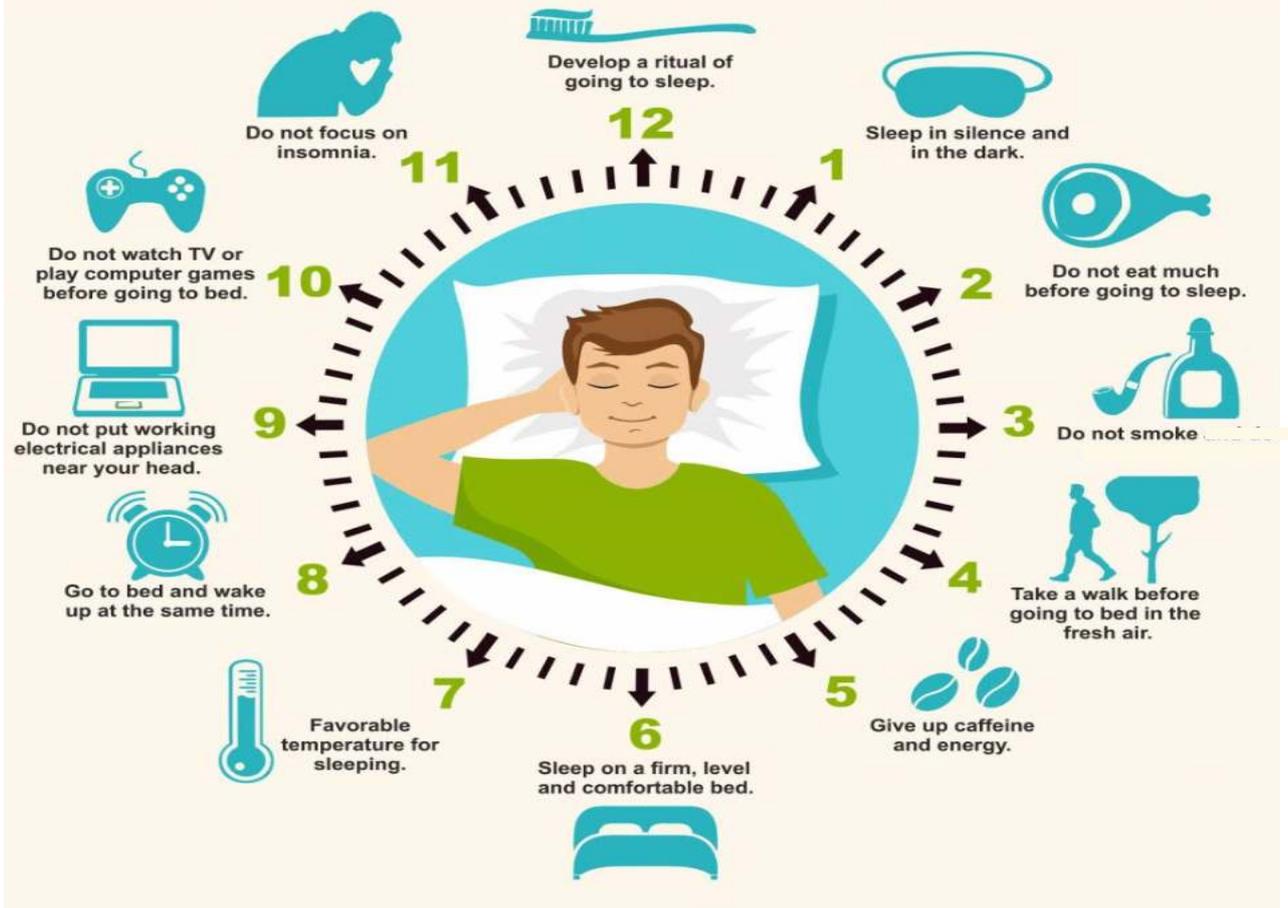
brought to you by : iamnotadorable

# Unit 12

**A: Look at the picture on page 61 and write an email to a new student at your college to help him/her to be a morning person:**

The image shows a screenshot of an email composition window. The window title is "Untitled - Message (HTML)". The menu bar includes "Message", "Insert", "Options", "Format Text", and "Developer". On the left side, there is a "Send" button with an envelope icon. The main area contains three input fields: "To...", "Cc...", and "Subject:". Below these fields is a large text area with horizontal dashed lines for writing. A vertical scrollbar is visible on the right side of the text area.

# RULES OF HEALTHY SLEEP



➤ Look at the notes and write a paragraph not less than 8 sentences about a good sleep habits .

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# Word List

## Unit 12

<i>Word</i>	<i>Part of speech</i>	<i>Word</i>	<i>Part of speech</i>
<b>A-Activity</b> <b>Aerobics</b> <b>After</b> <b>Alarm</b> <b>Allow</b> <b>Apply</b>	Noun Noun Preposition Noun Verb Verb	<b>O-Organize</b>	verb
<b>B-Bedtime</b> <b>Before</b> <b>Brief</b>	noun preposition adjective	<b>P-Period of time</b> <b>Permanent</b> <b>Process</b> <b>Processing</b>	Phrase Adjective Noun Verb
<b>C-Communicate</b> <b>Conclusion</b> <b>Concert</b> <b>Cycling</b>	Verb Noun Noun noun	<b>R-Require</b> <b>Requirement</b> <b>Rest</b> <b>Resume</b> <b>Routine</b>	Verb noun verb verb noun
<b>E-Evening</b>	Noun	<b>S-Setting</b> <b>Set up</b>	Noun Verb
<b>F-Function</b>	Noun	<b>T- Temporary</b> <b>Tennis</b>	Adjective Noun
<b>H-Habit</b>	Noun	<b>U-Unexpected</b>	Adjective
<b>J-Job</b> <b>Judo</b>	Noun noun		
<b>M-Midday</b> <b>Midnight</b> <b>Morning</b>	Noun Noun noun		
<b>N-Noon</b>	noun		

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