

### A " The positive topic " " الموضوع الأيجابي "

In fact....العنوان .... is ( are ) considered a topic of great importance that's why we should give attention to it . We all agree that.....العنوان ..... Play(s) a lively role in our life because سبب الأهمية ..As a result of this, we can say that الموضوع عنوان has (have) positive effects on us and it is clear that it may lead us to a better life. Hence, it is necessary for us to do our best to benefit from it by all possible means and this can be done by several ways like... طريقة الاستفادة.....and.....To shed more light on that , I can say that we should double our efforts to achieve what we want .Briefly, we can say that if we follow these suggestions, we can enjoy our life . At last, not at least, we can say that عنوان need(s) a great interest from us.

### B) The Negative topic " الموضوع السلبي "

It is a given fact that العنوان is (are) considered one of the most serious problems that we face in our life. It is clear that ,there are many causes that lead to this problem like أسباب المشكلة...This problem has negative and serious effects on us because تأثير المشكلة .....Therefore, we should do our best to solve and avoid this problem by all possible means . From my point of view, this problem can be solved easily. This can be done by several ways such as co-operation, spreading national awareness among citizens and hard work. Briefly, if we follow these suggested solutions, this problem will be solved sooner or later and we will be able to lead a happy life free from problems.

### C) The advantages and disadvantages topic " موضوع المزايا والعيوب "

It is known that ....is a mixed blessing because it has some advantages and some disadvantages . First for all, I would like to start with its advantages. One of them, it is very useful when we use it in a good way like..... It will have another advantage if it is used in... On the other hand, it will have some disadvantages if it is used in a wrong way for example, some people use it in a wrong way such as .....and..... This will surely have a bad effect on us .Therefore, It is advisable to do our best to avoid its disadvantages and we should benefit from its advantages to lead a peaceful, happy and safe life free from problems.

### Another Kind of Writing the paragraph

A) 1 **المقدمة** - In fact .العنوان is (are) considered a topic of great importance that is why we should direct our attention to it.\*(Or)-No one can ignore that العنوان is (are) considered one of the most important (serious) matters which we should give due attention to.

B) **جمل بعد المقدمة** - First of all, I can say that (a)عنوان الموضوع الأيجابي, plays a lively role in our life because ... أو (b) السلبي .....has a bad and serious effect on us because.....) .

C) **جمل الاستنتاج** -As a result of this , we can mention that...عنوان الموضوع...lead (leads) us to good (bad) effects on us and make ( makes ) us lead a happy ( bad ) life .

D) **جمل الرأي** -From my point of view we can say that we should do our best to benefit from (avoid) it by all possible means and this can be done by several ways such as .....

**E) جمل الإضافة** - To shed more light on that I can say that we should double our efforts to....-In addition to this we can say that..... \ Moreover,... \ on the other hand.....

**F) جمل قبل الختامية** Briefly, and as it was mentioned before ,we can say that if we follow these suggestions (solutions – opinions ) ,we can (enjoy our life) ( live in progress and prosperity) ( solve this problem and we can lead a happy life . )

**G) الخاتمة** - At last not at least we can say that العنوان (needs) a great interest from us

## **B) The Letter Writing**

### **The letter -1 " الخطاب العادي والرد "**

Dear ,اسم المرسل إليه  
المقدمة - It gives me a great pleasure to write this letter to you. ( خطاب عادي )

- You can't imagine my happiness (sorrow) when I got your letter. ( خطاب رد )

الغرض - I send this letter ( to المصدر ) \ I send this message to tell you that....  
المنتهي بـ ونبعث ing التي تحذف ليصبح الفعل مصدر ونكتب باقي الجملة مع تحويل الضمانر الآتية عن الفعل

{ he-she him-her-them.....you } ( You افاعل ) ( you مفعول ) ( your .....my ) ( his.....your ) ( her .+ اسم .....your ) { me ....you } - I'd like to inform you that.... \ thank you for...- Don't forget to....\ as for me I can tell you ...-Accept my apology for not... \ please I ask you to...- Please mention in detail some information about.....)

الختامة - I'm looking forward to hearing good news from you. With my best wishes.

Yours ,

اسم الرسائل

## **C) Writing an e-mail -**

From:..... اسم وعنوان الرسائل الألكتروني إذا وجد

To: ..... اسم وعنوان المرسل إليه الألكتروني إذا وجد

Date: 15<sup>th</sup>, June , 2011 ( التاريخ )

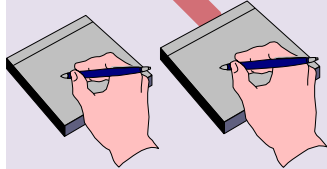
Subject :... الغرض من الرسالة باختصار (invitation-congratulation-complaint apology-request)

Dear , اسم المرسل إليه

How are you ? I want to tell you that .....

.....  
موضوع الرسالة.....

.....



Best wishes

اسم الرسائل ,

## **I -The problem of over - population**

It has become clear that over population in Egypt is a serious problem. It results in other more serious problems. Our youth can't find a flat to marry in or a suitable job to start their life. There is also a possible shortage of food. Our cities became very crowded, they lack the needed infrastructure for living.

So it has become a must that we should invade the desert. The government does its best to encourage people to have small families through public awareness programmes on t.v. and papers. It send campaigns to remote and small villages to offer people information about birth control.

## **2- Charity Societies**

Charity Societies are organizations for helping the poor everywhere. Rich people establish them. They do their best to make homeless and poor children live in a reasonable standard. They offer them care in different aspects. They offer the poor medical care free of charge. If they are homeless, they offer them houses and food.

Businessmen have got a duty towards these societies. They should give them support.

They can pay a part of their taxes for these societies. All of us should take part in the activities of these societies. We can donate clothes, money, food or even we can donate efforts to please these poor children.

## **3- Computers**

The computer has a lot of advantages. It can store a lot of information; it can do a lot of calculations in no time. it can pay wages, reserve seats on planes, design buildings, compose music and do many jobs. Doctors also use the computer widely in their job.

But it has also some disadvantages, it can waste our time if it is used foolishly or if it is used just for fun. it has also a bad effect on our health specially the sight. it also teaches the children violence through playing the computer games. So it is a double-edged weapon.

## **4-Sources of Clean power in Egypt**

Egypt is blessed with a lot of gifts. It is rich in sunshine, water and man power. The sunshine can be a source of energy. It is useful for the growth of animals and plants as well. It can help in producing solar power. Thus, Egypt can be a developed country using a clean source of energy. Water is also plentiful in Egypt. It can be used in planting vast areas of desert land so that we can increase our food production.

However, if we don't employ man power in a proper way, بطريقة ملائمة we may spoil our natural resources. Man is the master of all these resources. Plans should be made to benefit from man power to be able to face any problem in our country.

## **5- Technology in our life**

Technology is everywhere nowadays. We all enjoy technology but in different ways. Now, we can travel from one place to another very easily, comfortably and fast. Modern means of transport are now supplied with all means of comfort كل وسائل الراحة. Space travel is now more possible than it used to be in the past. One day people may be able to enjoy space journeys.

Technology has also played a role in medical care الرعاية الطبية. Now the computer can be used to check people's health accurately. It is also used for teaching. Students can benefit from the internet in their researches as well. No doubt technology has changed our life to the better.

## **6- Schools in the Future**

I think our school will be completely different in the future. The ministry of education وزارة الثقافة cares about creating a good citizen and a healthy young man as well. More attention will be given to sports. The computer will be used more widely. Every student will benefit from the internet in all aspect of his life. Moreover the students will be encouraged to take part in doing scientific research. This will encourage students to visit libraries more often.

Distance learning will be also the feature ملمح of the future. Students can study everything while they are far away from the school. They can take tapes or CD's to enable them to study their subjects at home. We can imagine a more different shape of school than what we see nowadays.

## **7- Sports**

"The sound mind is in the sound body". العقل السليم فى الجسم السليم This is a true saying, if someone

practises sports he will be fit. That's why the ministry of education gives due attention الاهتمام الواجب to

sports in our schools. Students who get prizes or medals in any sports championship are encouraged a lot. Schools also set up sports competitions and offer prizes for the winners.

The government encourages sports. It sets up youth centres and clubs everywhere to enable everyone old or young to practise sports. Sports festivals are a call for peace and love among nations . نداء للمحبة والسلام بين الأمم . So every country gives due care for taking part in the international championships. البطولات الدولية

## **8 -The television**

The television is the cheapest means of entertainment and culture أرخص وسيلة . It shows us the current events الأحداث الجارية that take place in every part of the world at the same time. It is also a means of communication. We can learn the language of any nation through its films or serials - مسلسلات - We can't forget the educational programmes which attract the students of different stages.

On the other hand it has some disadvantages. It has negatively affected فقد أثر the habit of reading. Most of us don't read much as we are attracted to the television more. Some people waste their time in front of the TV. So we have to use this important invention wisely.

## **9- Tourism**

Tourism is considered one of the most important earners of foreign currency and national income, من أهم مصادر العملة الصعبة والدخل القومي . Tourists spend a lot of hard currency during their stay in Egypt.

Tourists like to visit Egypt to enjoy the sun shine, and the wonderful historic places. They like to visit the Citadel, the Pyramids, Luxor and Aswan.

They like to see our modern renaissance نهضتنا الحديثة as well. We should do our best to encourage tourists to visit us again and again. We should establish cheap hotels and tourist villages along our shores.

## **10- The role of the youth in development**

The youth should first work hard to achieve success. When they graduate from their universities they have duties towards their society لديهم واجب نحو وطنهم . They can share in the social work by working in the co-operative field. They can share in abolishing illiteracy محو الأمية in their villages.

They can take part in reclaiming the desert to increase food production. They can join the army to defend their country in case there is a war. They can also help a lot in solving any problem concerning their society. They should work hard for the welfare رفاهية of their beloved country Egypt.

## **11- Making the best use of spare time"**

Time is gold. The time wasted is too hard to regain الوقت الضائع لا يعوض . So we have to make the best use of our time. If we have a spare time we can make a plan to spend it doing useful things. The wise person is one who spends his / her time carefully in a proper way. Some people prefer to read a useful book, or a story. In this way they increase their information and knowledge in different aspects.

Some others prefer to practise sports. So they renew their energy, activate their minds, and strengthen their bodies. يجددون نشاطهم وينشطون عقولهم ويقوون أبدانهم. Young men prefer to spend most of their time playing computer games, which can be useful in developing their abilities and computer skills.

## **12- Life in the past & today**

In my view, life in the past was quieter and easier. Modern-means of transport like cars, trains and planes were not there. Consequently, there were almost no air-pollutants. Vast areas of land were cultivated. People depended mainly on agriculture as their main earner.

In the past there was shortage of medical care. Cholera and other serious epidemics أمراض متوطنة were attacking many people for a time. At present, nearly all epidemics vanished تلاشت thanks to medical care. Nowadays, we hear every now and then of new discoveries such as the Femto second, and new inventions such as the computerized car. Also there are various means of entertainment. In short, life today has become more complicated.

## **13-The Role of universities in Society**

The university is not founded only for teaching and learning. It has other purposes. One of which is providing the society with its needs.

University graduates are useful members in the society. They help in raising the standard of living. رفع مستوى المعيشة. Universities take part in carrying out the development plans by doing scientific research أبحاث علمية in different aspects فى مجالات مختلفة

They can take part in reclaiming the desert to change it into green lands and increase the food production. They can share in making industrial progress by graduating technicians, and engineers for factories. They can do research to help to reduce air pollution.

## **14- Improving our villages**

Our villages can be improved by different ways. Fresh water for drinking and electricity must be supplied. Clean and healthy houses must be built; they must include separate places أماكن منفصلة for animals.

Enough schools must be set up for all children to spread education لنشر التعليم. Paved roads طرق ممهدة and easy means of communications should be set up to enable people to travel from place to place easily. Shops and supermarkets must be found too, in order to provide the people with their needs. In this way we can make our villages a better place to live in.

## **15 - The importance of Computers**

Thanks to human inventiveness بفضل الإبداع البشرى computers now cover all aspects of our life,

Computers help man to extend the power of his mind. Without them, a lot of our technological

miracles معجزات would be impossible.

Computers are used in hospitals to check patients' records and diagnose يشخص some diseases.

Schools cannot do without them. They are used in factories and banks to improve and facilitate يسهل work. TV, radio, hotels, telecommunications, trains, ships, planes etc... depend on computers in their work. Computers are our servant and not our masters yet. Really, the world of computer is endless

## **16" Egyp's achievements**

Thanks to the wise policy of the recent government Egypt has achieved daring achievements انجازات شجاعة in various fields to make our life smooth and enjoyable and enable us to face the challenges of globalization. العولمة.

In the field of education, thousands of new schools are being built equipped with computers and internet labs all over Egypt مجهزة بمعامل الحاسب والإنترنت to cope with the world changes. In the field of agriculture and land reclamation, great projects are being established like Toshka Project in Upper Egypt to increase the area of cultivated land. In the field of industry, investors are encouraged to set up factories and buy the old ones through the privatization programmes برامج الخصخصة to modernize and increase production

In the field of transport and telecommunications, new roads and bridges are being built to facilitate traffic and the new centrals are now available السنترالات الجديدة متوفرة to deal with the rapid increase in population.

In the field of public health, the health insurance umbrella is covering all classes of people,

تغطي مظلة التأمين كل طبقات المجتمع

## **17- Life in the Future**

As long as we live, we have to think. Our life in the future will change completely. Computers and internet will occupy our life. So, instead of wasting time going here and there, we will use the internet to get our needs. Students of the future will get the information they need through their computers which will be available and within the reach of their hands - فى متناول اليد -

Housewives can shop through the internet and the housework will be done by certain kind of robots. Most houses will be air conditioned and people won't suffer from the heat of the sun. Our factories will be computerized. There will be better means of communications and transport. Scientists will control the weather, so there will be no floods or drought جفاف. But I think man will not change.

## **18"- Preventing pollution**

It isn't acceptable to be in the third millennium الألفية الثالثة and we still pollute our ecology. Individuals, companies and factories should find ways to control their waste.

Clean streets and roads are the bad need of every citizen so we shouldn't throw things away in the streets and there must be laws to punish those who break them.

Filters should be fixed in factories to help reduce air pollution. It's our environment and everybody should do their best to leave a happy life. Keeping the place clean would surely avoid us thousands of infectious diseases that may ruin our life and turn our happiness into mirage.

## **19"-Unemployment**

Unemployment must be rooted out تستأصل because it leads to further poverty. The government is always encouraging investors to invest their money in establishing new projects and shoulder their responsibilities يتحمل مسئولية to provide business opportunities for youth. Giant projects such as Toshka project in the south of the valley, Six October industrial city, reclaiming Sniai, and others with small projects will give a hand to increase different kinds of jobs for those who need them.

Banks are also important, they can lend young people small loans with slight interest to help them set up small industries all over Egypt. When we solve this pressing problem, المشكلة الملحة we will eradicate extremity and terrorism among those poor young people. نستأصل التطرف والإرهاب بين الشباب.

## **20"- Zewail and the Femto Second**

The secret of a good invention or discovery is simplicity البساطة. The Egyptian scientist Dr Ahmed Zewail, the Nobel Prize laureate حائز for Chemistry in 1999, managed to discover the smallest unit of time; in other words, "the femto second". This great work will help scientists to see the chemical reactions and discover new and better drugs for curing many fatal diseases such as cancer.

On behalf of the Egyptian people, President Mubarak awarded Zewail the Necklace of The Nile in recognition إعرافا of his amazing achievement الإنجاز العظيم that raised Egypt's name high in the sky. Hail to Egypt.

## **21- English and its importance (Learning Foreign Languages)**

English is an integral part جزء متكامل من of your personality, your character and yourself. You can no more get rid of it than your shadow. Knowledge of good English enables you to communicate with foreign friends and countries. It enables you to find a better job because it helps you express يعبر عن yourself and deal with tourists freely.

We cannot cope with the technological renaissance النهضة التكنولوجية without learning how to use the computer and internet so learning English is a must. When you are armed with مسلح بـ English, you can understand what is going on around you and you can deal with the knowledge explosion الانفجار المعرفي easily without any fear.

## **22 ' Electricity and its importance**

Thanks to modem inventions and discoveries our life became easy and smooth. What is electricity? It's the mysterious power which is produced by various means e.g. by batteries or generators which provide us with heat, light and sound. It drives machines and different kinds of devices. أنواع مختلفة من الأجهزة.

The progress, man achieves, depends basically on it. Electricity helps man increase production because it drives our factories. It gives us peace because it illuminates تنير our streets, houses, and schools.



We can generate electricity from waterfalls, wind and the atomic power as well as the sun. It's a clean and cheap source of energy. Awareness should be spread to cut down its consumption we have to be thankful to God who gives us the blessing of thinking which led man to the use of electricity because its advantages are endless.

### **23 - Women's role in our society**

We all have rights and duties, حقوق وواجبات so we mustn't forget the work of women in the Egyptian society because they form 50% of Egypt's population. They can work as teachers, doctors, social workers and many others. Women mustn't forget that bringing up children تربية الأطفال is their first aim to create sound individuals, able to shoulder their responsibilities تحمل المسئولية, so we can't ignore her role in the progress of Egypt. Without all people's help women and men, we wouldn't achieve the expectations of the new millennium, الألفية الجديدة,

### **24- Money is a good servant but a bad master**

No one can deny that money is a mixed blessing. نعمة ونقمة in other words, it is a good servant but a bad master. On the one hand, money helps us to get all our needs but we should not earn it in a dishonest way. With the help of money problems can be solved. Money makes money and with money people can lead a comfortable life.

On the other hand money is the root of all evils. For the sake of getting money some people deceive, kill and commit crimes. Wars are waged تشعل الحروب and thousands of people are killed because of money.

### **25- The duties of young people towards their parents.**

It is taken for granted that we owe much to our parents ندين بالكثير لأبائنا who looked after us when we were young. They did their best to provide us with food, clothing, shelter and education. They sat up beside our beds when we were ill. They spared no pains لم يألوا جهداً to give us the best start in life. So it is our duty to love and respect them.

We have to take their advice and obey their orders . نطيع أوامرهم . since they have experienced life with its ups and downs. It is also our duty to help them in every possible way. We can do the shopping and help them at home. When they grow old, it is our turn to repay their kindness. We should look after them and provide them with every possible comfort. It is truly said that a good turn deserves another. قابلو المعروف بالمعروف

### **26" Prevention is better than cure**

#### **I wish I had listened**

A friend of mine lived in the country. He used to swim and wash himself in the small canal near our village. Many times, I saw him and advised him not to do so to protect himself from Bilharzias but he wasn't listening. He repeated what he was doing for many years until he was ill. A doctor examined him and found that Bilharzias had attacked his liver and other organs of his body. He became ill with worry, weak and pale. He took the required medicine, which cost him a lot of money. I met him later and when he saw me, smiled and said, you were right, prevention is better than cure. الوقاية خير من العلاج

## 32'- Political Reform in Egypt Democracy in Egypt

No doubt that president Mubarak is the pioneer of the recent political renaissance in Egypt.

لاشك أن الرئيس مبارك هو رائد النهضة السياسية الحديثة في مصر He started the political reform since the very beginning of his ruling era. He gave orders to release the political prisoners shortly after he had received the power. Then, he called all the Egyptians to take part in the political life freely through any political party. In his era the freedom of press law was issued. He called all journalists to publish facts and truth with respect to the rights of others.

Finally he called the people's assembly to issue a new law enabling others to nominate themselves to hold the post not after him but from him if they were elected by the Egyptian people. Now we all feel the changes that will end with free practice to democracy in Egypt.

## 34'-Terrorism

Long before the first gulf war " حرب الخليج , " the Iraqi invasion غزو to Kwait " , President Mubarak was the first leader to call for holding an international conference to fight terrorism. لا شك أن الرئيس مبارك هو رائد النهضة السياسية الحديثة في مصر He started the political reform since the very beginning of his ruling era. He gave orders to release the political prisoners shortly after he had received the power. Then, he called all the Egyptians to take part in the political life freely through any political party. In his era the freedom of press law was issued. He called all journalists to publish facts and truth with respect to the rights of others.

In order to eradicate terrorism, a lot of things should be done. First, Justice العدل and democracy should spread, every citizen should feel that he gets his rights and has the ability to express his ideas without fear or persecution. اضطهاد Writers, churches and mosques have a great part in this battle, they have to find approaches to change terrorists' attitudes and spread the right thought. إيجاد مداخل لتغيير اتجاهات الإرهابيين ونشر الفكر الصحيح

Equality among people, Muslims and Christians, Whites and Blacks, should be the base make one feel citizenship. يشعر بالمواطنة. A law should be issued to ban distorting religions قانون يحظر تشويه الأديان and other people's thoughts. Finally comes the role of police to shoulder their responsibilities. لتحمل مسؤولياتهم

## 35-'English and The Internet

The importance of the Internet grows rapidly in all fields of human life, including not only research and education but also marketing and trade as well as entertainment and hobbies. This implies يتضمن that it becomes more and more important to know how to use Internet services and, as a part of this, to read and write English.

But although Internet services themselves are, generally speaking, easy to learn and use, you will find yourself isolated معزول on the Internet if you are not familiar with English. This means that knowledge or lack of knowledge of English المعرفة أو نقصها أحد العوامل الهامة التي تسبب one of the most severe factors that cause interest إهتمام. Learning to use a new Internet service or user interface واجهة استخدام may take a few hours, a few days, or even weeks, but it takes years to learn a language so that you can use it in a fluent and self-confident manner. Of course, when you know some English, you can learn more just by using it on the Internet. So, English and the internet became one face of a coin. وجهان لعملة واحدة

## **Revolution Of The Youth**

On the 25th of January, 2011 thousands of Egyptian young men and women marched peacefully to Tahreer Square in Cairo and in many other Cities in Egypt such as Alexandria, Suez and Ismailia. They all demanded Mubarak's overthrow and the resignation of his government. They wanted a civilian state where peace, love, equality and standard of living and new job opportunities for the millions of unemployed youth. Finally they succeeded in achieving some of their demands, but after a big number of them had sacrificed their lives to create a new Egypt, where people have the right to say their opinions freely

Without fear, with a new government that acts to achieve comprehensive development and social reform.

They have put an end to Mubarak's era which included unfair treatment to the Egyptian people, social injustice, a lot of detainees without judgment, forging the elections and corruption. The demonstrated young people also demanded constitutional amendments and authority transition, so that peace safety and security would prevail all over Egypt. The World will never forget this great uprising of the great Egyptian youth.

MR.ROMEHEH