

## **\*\*Lesson n°1**

### **Affixation : Prefixes and Suffixes**

#### **Introduction :**

In English grammar, affixation is the process of adding a morpheme or affix to a word to create either a different form of that word or a new word with a different meaning i.e. it is the most common way of making new words.

The two main types of affixation are prefixation, the addition of a prefix, and suffixation, the addition of a suffix.

#### **A- Prefixes :**

A prefix is a group of letters placed before the root of a word i.e. "at the beginning of the word". Prefixes change the meanings of words. For example, adding the prefix "un" (which means "not") to the root word "happy"; gives the word "unhappy" which means "not happy."

- **List of common prefixes:**

<b><i>Prefix</i></b>	<b><i>Meaning</i></b>	<b><i>Example</i></b>
<b><i>dis-</i></b>	not, opposite, away	disagree
<b><i>ex-</i></b>	out of, away from, lacking	exhale
<b><i>il-</i></b>	not	illegal
<b><i>im-</i></b>	not, without	impossible
<b><i>in-</i></b>	not, without	invisible
<b><i>mis-</i></b>	wrong	misunderstand
<b><i>re-</i></b>	again, back	replay
<b><i>non-</i></b>	not	nonsense
<b><i>pre-</i></b>	before	prehistory
<b><i>un-</i></b>	not, opposite	unusual

#### **B- Suffixes :**

A suffix is a group of letters placed after the root of a word i.e. at the end of the word. Suffixes are generally used to show what part of speech a word is whether it is a noun, verb, adverb or an adjective. For example, adding the suffix "ion" to the root word

"act"; gives the word "action," the noun form of the word. Suffixes also tell us also whether the words are plural or singular.

- *List of common suffixes :*

<i>Suffix</i>	<i>Meaning</i>	<i>Example</i>
<i>able</i>	Able to, capable of being	comfortable
<i>al</i>	Relating to	comical
<i>er / or</i>	Comparison, one who	Bigger, teacher
<i>est</i>	superlative	tallest
<i>ful</i>	Full of	beautiful
<i>ily</i>	Forming an adverb	happily
<i>ing</i>	forming a gerund or an action	playing
<i>less</i>	without	friendless
<i>ive</i>	having the ability to	creative
<i>ment</i>	the act, result of an action	government
<i>ed</i>	forming the past tense	added

*Task n°1* :Match the affixes with their meanings:

pre	result of an action
ily	able to
less	performer of the action
ed	contrary
non	away from
re	wrong
ment	superlative

un	before
mis	adverb
est	past tense
ex	without
ive	not
or	again

**Task n°2 :** Write the opposite meaning of the underlined word using the appropriate prefix:

1\*The proposal for the new project is acceptable.

2\*The meeting ended up with most workers in agreement.

3\*The Algerian Post Corporation worker said that he is able to reconnect the telephone again.

4\*The village was inhabited after the war.

5\*The teacher marked the Internet's advantages on the board.

6\*The child asked coach whether his success is possible.

7\*Technology helped in connecting with family members at home.

8\*I understood your words.

9\*What they did was really credible.

10\*John says that what he did was legal and he is afraid of justice.

11\*The child thinks that the old woman who appears at home is only visible for him.

12\*The mother sees that her child's behavior is usual.

13\*She looked happy in last day's party.

14\*She said she used the machine that's why the products are not good.

**Task n°3 :** Write the appropriate form of the words between ( ) using the appropriate suffixes :

1-your way of (present) the research was the most (success) one I had ever seen.

2. The doctor said that her (ill) was a result of stress.

3- We should support and help (home) persons especially in these hard times.

4- It is really good news that's why I understand your excitement and joy.

- 5- Your mom is (wonder).
- 6-Your story seems (believe).
- 7- I like your new cat. It's (adore).
- 8- The (govern) new decisions will affect everyone.
- 9- It seems that you are a good (write)
- 10- Unfortunately, It's too (expense) I can't buy it.
- 11- I wish there were no problems and troubles so that people live (happy).
- 12- The teacher (blame) the student for a mistake he had not done
- 13-(Read), (travel), and (practice) sports are all forms of (entertain).
- 14-I saw a new (advertise) for a job.
- 15-The weather will be (change) these days.
- 16-You are specialized in (manage) of endowments and zakat funds.
- 17- The first question in the exam was about the type of text whether it is (narration), (argument) or (description).
- 18- My little sister is very (care). She leave her things everywhere.
- 19- I am the (short) one among my friends.

## **\*\*Lesson n°2**

### **Conditional Type 0\_1\_2 :**

Conditional Sentences are also known as Conditional Clauses or If Clauses. They are used to express that the action in the main clause (without if) can only take place if a certain condition (in the clause with if) is fulfilled.

#### **A- Conditional Type 0 :**

It is used to talk about general truths, scientific facts. In other words When we talk about things that are always true.

**Form:** If/When + Simple Present + Simple Present

If this thing happens(if clause) ==> that thing happens(main clause)

#### **Examples:**

\* If you melt/heat ice, it becomes water. ==> Ice becomes water if you melt/heat it.

- \*Plants die if they don't get enough water.==> If plants don't get enough water, they die.
- \*If you mix red and blue, you get purple.
- \*If I drink too much coffee, I can't sleep at night.
- \* I take my umbrella if it rains.

**NOTE\*\***the order of the clauses is not fixed. The main clause can also be at the beginning of the sentence. In this case, don't use a comma.

### ***B- Conditional Type 1 :***

It is used when we talk about future situations we believe are real or possible. (An action in the future will only happen if a certain condition is fulfilled by that time. We don't know for sure whether the condition actually will be fulfilled or not, but the conditions seems rather realistic – so we think it is likely to happen).

**Form:** If/When + Simple Present + Simple Future  
If this thing happens ==> that thing will happen

**Examples:**

- \*If I have enough time, I'll watch the football match.((I may have time to watch the match but I'm not sure about it.))
- \*If you don't hurry, you will miss the bus.
- \*If he studies hard, he'll pass the exam.
- \*What will you do if you miss the plane?
- \*If you don't leave, I'll call the police.
- \*If we catch the first bus, we will arrive on time.

### ***C- Conditional Type 2 :***

Is used to imagine situations that are unreal and impossible i.e. it refers to hypothetical situations.

**Form:** if + Simple Past + would + infinitive

If this thing happened==> that thing would happen. (but I'm not sure this thing will happen OR would be happening)

**Examples:**

- \*If I had more time, I would help you. (But I'm not free at the moment. I can't help you).
- \*If I were a millionaire, I would buy a new house.
- \*He would travel more if he was younger.
- \*If I had a lot of money, I would travel around the world.
- \*If I had a lot of money, I would start a business of my own.

**NOTE :** **\*\*The main difference between the first conditional and the second conditional is about probability: the first conditional is realistic, the second conditional is unrealistic.\*\***

**Task n°1 :** Complete the Conditional Sentences by putting the verbs into the correct form ( type 0, 1 or 2):

- \* If you (to send) this letter now, your mom (to receive) it tomorrow.
- \* She (to go) for shopping with her friends if she (to finishe) her work early.
- \* If I (to have) free time, I (to learn) a new foreign language.
- \* If children (to eat) too much chocolate, they (to get) toothache.
- \* If you always (to smoke) cigarettes, you (to get) cancer.
- \* We (to help) them if we (to know) before.
- \* If I (to participate) in this course, I (to improve) my English.
- \* If it (to rain) tomorrow, I (to go) to the picnic.
- \* Headache (to stop) if you (to go) to bed.
- \* If I (to feel) better, I (to attend) the school meeting.
- \* If you (to have) the talent to sing, you (to participate) in one of the talent programs
- \* The river (to freeze) if it (to be) very cold.
- \* If someone(to mixe) water and electricity, he (to get) a shock.
- \* My brother (to go) to Oran next week if he (to get) a replay for the job request.
- \* If her cousin (to do/ not) invite her to the graduation party, she (to go/ not).
- \* If I (to find) her address, I (to visit) her in the weekend.
- \* My brother (to realize) his dream to own a car if he (to have) enough money.
- \*If boys (to cook), they (to burn) the food.
- \* Jenny, If you (to eat) many sweets, you (to get) fat.
- \* If we (to have) a plane, we (to travel) all over the world.
- \* If you (to watch) this panic movie, you (to be able/ not) to sleep at night.
- \*If students (to do/not) study harder, they (to pass/not) the exam.
- \* If he (to tell) you the truth, you (to be) very angry.
- \* She (to spend) the holiday in Algies if she (to get) good marks in the exam.

**Task n°2 :** Based on the previous information, give nine conditional sentences (three examples for each type)

**Task n°3 :** Match the beginning of each sentence with its end :

If she comes to the party	if I had more friends
I'll call you	she listens to music
When I cross the street	if you add some sugar
People like to eat popcorn	if you ate less
When she feels sad	if you want
If we go on holiday this summer	if we decided to stay here
I'll come early	I would have a good job
I can't do my homework	I'll cook dinner at home
Coffee tastes sweet	if I don't have my glasses
If we don't go to a restaurant	I always look left and right
If I spoke perfect English	when they watch a movie
If he passed the exam	if I arrive first
I would be happier	I'll be surprised
We would buy a house	we'll go to Spain
You would lose weight	he would be able to enter university.

### **\*\*Lesson n°3**

#### **WH- QUESTIONS**

##### **1- Introduction :**

In English there are 2 types of questions :

\*Yes/no questions : In which there are only 2 possible answers: Yes/No : Are you busy?

\* **Wh questions** : WH-questions are questions starting with WH-words. They are also called open questions because the number of possible answers is unlimited( they can be answered with more information than just yes or no). There are many ‘wh’ question words : who, what, when, where, why, how, which, whose.

## **2- Use of Wh- Questions :**

\***Who** : It is used to get information about a person or people.

Eg :

- |  |                     |
|--|---------------------|
| -Who is at the door?                       | Tom is at the door. |
| - Who do you love the most in your family? | I love my parents.  |
| - Who wants an apple?                      | I want an apple.    |

\***When** : It is used to get information about the time period in which an action occurs/happens.

Eg :

- |                               |                                      |
|-------------------------------|--------------------------------------|
| -When does Anna arrive?       | She arrives at 10:30.                |
| -When will the meeting start? | The meeting will start at 10:00 a.m. |
| - When was the match?         | The match was yesterday              |

\***Where** : It is used to get information about the location/place of a person or thing.

Eg :

- |                       |                             |
|-----------------------|-----------------------------|
| -Where have you been? | We have been at department. |
| - Where is my phone?  | The phone is in the car.    |
| - Where do you live?  | I live in Constantine.      |

\***What** : It is used to get information about things/objects.

Eg :

- |                                      |                                |
|--------------------------------------|--------------------------------|
| -What can he speak?                  | He can speak Chinese.          |
| - What are you doing?                | I am studying.                 |
| - What do you think about the movie? | I think the movie is horrible. |



**\*Which** : It is used to ask about choices.

Eg :

- Which bag is yours?    Mine is the biggest one.
- Which writer do you like?                                      I like to read for Mouloud Feraoun.
- Which shirt of the National Team do you prefer?    I prefer the white one.

**\*Whose** : It is used to get information about "to whom something belongs to".

Eg :

- Whose phone is on the chair?                                      That's Linda's phone.
- Whose idea was this?    It was my idea.
- Whose child is over there?    He is my cousin's child.

**\*How** : It is used to get information about the way something happens, or the manner or way someone behaves or does something.

Eg :

- How does this remote control work?                                      Push the red button.
- How is your mother feeling now?                                      She is much better.
- How is the weather outside?    It is very rainy.

**\*Why** : It is used to get information about the reason something happens, or the reason someone does something.

Eg :

- Why did you leave?    He had a meeting.
- Why are you crying?    I lost my cat.
- Why didn't you call me?    I forgot to do so.

**Task n°1** : Fill in the blank with the right question word and then indicate its function :

- 1- ..... does she do in the evening? She watches TV. ==> .....
- 2- ..... floor is your classroom on? It's on the first floor. ==> .....
- 3- ..... don't you like Mathematics? It's very complicated. ==>.....
- 4- ..... do you usually go on weekend? I visit my grandfather's house. ==> .....
- 5- ..... is your preferable football player? Riyad Mahrez is the best player. ==>  
.....
- 6- ..... is your favourite food, traditional or fastfood? I prefer the traditional of course. ==>  
.....
- 7- ..... did your cousin get married? Last month. ==> .....
- 8- ..... takes care of sick people? The nurse do. ==> .....
- 9- ..... do you think about the English exam? It's a little bit complicated. ==> .....
- 10- ..... will your mother be home? After 3 or 4 hours maybe. ==> .....
- 11- ..... are too late? Sorry, I missed the bus. ==>.....
- 12- ..... do you come from? I come from *Spain*. ==> .....
- 13- ..... should we read books? We need to read so that we build our vocabulary.  
==>.....

**Task n°2 :**

Based on what you have learnt, give examples about the different eight wh- questions (At least two examples for each wh- question.)

**\*\*Lesson n°4**

**Punctuation**

***Introduction to punctuation:***

Punctuation is a set of marks that help to organize and clarify the meaning of the written sentence. When speaking, the speaker uses pauses (stops) and variations or pitch of the voice to make what he says clear. Punctuation plays a similar role in writing, making it easier to read.

The most common punctuation marks in English are: capital letters, full stops, commas, colons, semi-colons, exclamation marks, question marks and quotation marks.

### *Use of punctuation marks:*

#### *A- Capital letters and full stops:*

\*We use capital letters to mark the beginning of a sentence and we use full stops to mark the end of the sentence. For example:

The Football World Cup takes place every four years. The next World Cup will be held in Qatar. In 2018 it was held in Russia.

\*We also use capital letters at the beginning of proper nouns. Proper nouns include personal names, nationalities, languages, days of the week, months of the year, public holidays and geographical areas...etc For instance:

-Abd Al-Madjid Teboun is the new president of Algeria.

-I think that Algerians have better English pronunciation than Egyptians.

-Spring holidays will start on Thursday/ in the 19th of March.

-What plans do you have for Women's Day?

#### *B- Question marks (?) and Exclamation marks (!):*

\*We use question marks at the end of interrogative sentences to make clear that what is said is a question. For example:

-Did you go to school today?

-What is wrong?

\*We use exclamation mark at the end of exclamatory sentences to express excitement, surprise, astonishment, or any other such strong emotion. Exclamation mark gives an additional emphasis to the sentence. For example saying: "I am excited!" shows more feelings than saying: "I am excited."

Examples:

-It's a miracle!

-It is unbelievable!

They are commonly used after interjections such as: oh, wow, ouch, Oh no..etc. For example:

-Oh no! I can't believe that you revealed the secret.

-Wow! this is such a wonderful surprise.

-Oh! i'm sorry.

**NOTE:** When we want to emphasise something (in informal writing) we may use more than one exclamation mark.

### **C- Commas (,):**

\*We use commas to separate a list of similar words, items or phrases. For instance:

-He is such a quiet, kind, lovely and cute kid.

-I noticed books, pens, papers, and many other things on the ground.

-The president promised to lower taxes, protect people's interest, end unemployment and improve the country's situation.

\*We use commas to separate independent clauses when they are joined by any of these seven coordinating conjunctions: and, but, for, or, nor, so, yet. For example:

-The teacher explained the lesson, yet the student still didn't understand.

-It was his mother's birthday, so he bought a nice present for her.

\*We use commas after "yes" or "no" responses. For example:

-Yes, I will do it.

-No, thank you. I already had dinner.

\*We do not use commas before "and". For instance:

They travelled to Russia, Slovakia, France, and Poland.==> They travelled to Russia, Slovakia, France and Poland.

### **D- Colons (: ) and Semi-colons (;):**

1\*We use colons to introduce a list or after the expression "as follows" or "the following". For example:

- The names of the girls in group(A) are: Jane, Ann, Mary and Sue.

\*We also use colons to indicate a subtitle of a topic. For instance:

-(the subtitle in this lesson) Question marks (?) and Exclamation marks (!):

\*We use colons to introduce a passage of direct speech. For instance:

This is in fact what he said: "I really cannot help you in any way."

\*We use colons in writing time i.e. between the numbers presenting the hour and the numbers presenting the minutes. For example:

-I usually get up at 7:00 a.m..

2\*We use semi-colons between two parts of a compound sentence if they are not joined by a coordinating conjunction. For example:

-Your car is new; mine is eight years old.

***E- Quotation marks ‘...’ or “...” :***

\*We use quotation marks in direct speech to enclose what is said. For instance:

She said, “How can I go to Oran from Constantine?” (or She said: ‘How can I go to Oran from Constantine?’)

***Task n°1 :*** Use the appropriate punctuation mark in the following sentences:

\*several countries participated in the international meeting italy belgium france and luxembourg

\*there's no room for error said the boss so we have to double check every thing

\*yes he said I'll be home by ten

\*the following are the primary colors red blue and yellow

\*those arriving on the 8 10 plane were liz her friend anna her husband tom and imy

\*though she said she would arrive on the 8 15 flight she came instead on the 14 00 flight

\*she always enjoyed sweets chocolate marshmallows and toffee apples

\* some people work best in the mornings others do better in the evenings

\*what are you doing next weekend

\* did you understand why I was angry

\*it is a good idea let us hope that it is going to work

\* she was honest sincere and hard working

\*hindus muslims sikhs and christians live together in india

\* did you go to the cinema yesterday

\*i'm reading a book

\*what a nice look

\*anna says What time is it

