English Language 2		عدد الساعات		22	ساعة
Instructional Objectives	Contents	الزمن	الأدوات او الأساليب المستخدمة	نمط التدريب	التقييم
	Part A: Breaking the Ice	15	Lecture		
Unit 11 : Small Talk:		15	Brainstorming		
		15	Dialogue Method		
		15	Practice together		
Use greeting phrases in informal social chats		15	Lecture		
when meeting for first time		15	Brainstorming	مةناه .	
<ul> <li>Identify topics from listening</li> </ul>		15	Dialogue Method	سراس	
<ul> <li>Learn small talks etiquette</li> </ul>	Part B: Keeping a conversation	15	Practice together	التدريب مط التدريب متزامن متزامن متزامن متزامن المتابع المتا	
<ul> <li>Listen and identify good small talks</li> </ul>	going	15	Lecture		
Give "answer plus" to questions		15	Brainstorming		
Tell the time		15	Dialogue Method		1
Write a reply to letters		15	Practice together		
	Part A: Taking about your career	15	Lecture		
Unit 12 : Getting Personal:		15	Brainstorming		
Onit 12 . Getting Personal.		15	Dialogue Method		
		15	Practice together		
<ul> <li>Practice talking about careers</li> </ul>		15	Lecture	سراس	
<ul> <li>Identify career from listening</li> </ul>	Part B: taking about your	15	Brainstorming	متزامن	
<ul> <li>Associates dates with career</li> </ul>	experiences	15	Dialogue Method		
<ul> <li>Use preposition of time talk about career</li> </ul>		15	Practice together		
	Part A: Recommending  Ing food in	15	Lecture		Review 01
Unit 13 : Entertaining		15	Brainstorming		
		15	Dialogue Method		
		15	Practice together		
<ul> <li>Learn different ways of recommending food in</li> </ul>		15	Lecture	مترامن	
a restaurant, and how to respond to		15	Brainstorming		
recommendations		15	Dialogue Method		

Take notes from a listening conversation		15	Practice together		
Unit 14 : Getting Help :					
<ul> <li>Listen to someone giving instructions,</li> </ul>		15	Lecture		
rearrange them, and fill in the missing verbs	Doub A. Civing instructions	15	Brainstorming		
<ul> <li>Use sequencing adverbs to make the</li> </ul>	Part A: Giving instructions	15	Dialogue Method		
instructions easier to follow		15	Practice together		
Use the imperative to explain how to do things		15	Lecture		
(positive & negative imperatives)	Part C. Giving advice in the  Part A: Making requests	15	Brainstorming	متزامن	
Practice giving instructions for making a	Part B: Talking about problems	15	Dialogue Method		
business card		15	Practice together	$\neg$	
Match problems to advice		15	Lecture		
<ul> <li>Read about employees and correct the mistakes</li> </ul>	Part B: Talking about problems  Part C: Giving advice  Part A: Making requests  Part B:Making suggestions  Part A: Greeting visitors to your country	15	Brainstorming		
Practice giving advice to various problems	Part C. Giving advice	15	Dialogue Method		
<ul> <li>Listen to a text about problems, and fill in the</li> </ul>		15	Practice together		
Unit 15 : Working Together :					
Learn how to make polite requests		15	Lecture		
<ul> <li>Learn how to respond to requests</li> </ul>	Part C: Giving advice  Part C: Giving advice  Part A: Making requests  rochure  Part B:Making suggestions	15	Brainstorming		
<ul> <li>Practice making requests and giving responses</li> </ul>		15	Dialogue Method		
Write an email asking for a company brochure		15	Practice together	متزامن	Review 02
and information on health insurance		15	Lecture		
<ul> <li>Read descriptions of different types of meetings</li> </ul>	Dout D.Making auggestions	15	Brainstorming		
Match verbs to nouns to make different ways	meetings Part B:Making suggestions	15	Dialogue Method		
of making a product		15	Practice together		
	eil, Bernie Hayden, (2008) Busines	ss Goals 2			
		15	Lecture		
Unit 1 - Greating Visitors:	Part A: Greeting visitors to your	15	Brainstorming		
Unit 1 : Greeting Visitors:	country	tors to your 15 Lecture 15 Brainstorming 15 Dialogue Method			
	,	15	Practice together	متزامن	
Listen and identify topics in a conversation		15	Lecture		
<ul><li>Greet visitors with "can I help you"</li></ul>	Part B: Greeting visitors to your	15	Brainstorming		
<ul> <li>Identify speakers in a conversation</li> </ul>	office	15	Dialogue Method		

<ul> <li>Practice meeting visitors at the airport</li> </ul>		15	Practice together		
		15 Lecture 15 Brainstorming 15 Dialogue Method 15 Practice together 15 Lecture 15 Brainstorming 15 Dialogue Method 15 Practice together 15 Lecture 15 Brainstorming 15 Dialogue Method 15 Practice together 15 Lecture 15 Brainstorming 15 Dialogue Method 15 Practice together 15 Lecture 15 Practice together 15 Lecture 15 Practice together 15 Lecture 15 Dialogue Method 15 Practice together 15 Lecture 15 Dialogue Method 15 Practice together			
Unit 2 : Companies:	Part A: Describing companies	15	Brainstorming		متزامن
onit 2 : Companies.		15	Dialogue Method		
		15	Practice together		
<ul> <li>Label diagrams from texts</li> </ul>		15	Lecture		
Use correct part of speech	Part P. Company profiles	15	Brainstorming		
<ul> <li>Vocabulary: business terms, accountancy, law,</li> </ul>	Part B. Company promes	15	Dialogue Method		
insuranceetc		15	Practice together		
		15	Lecture		
Unit 2 . Occupation	Dort A. Dosoviking vous ich	15	Brainstorming	7	
Unit 3 : Occupation:	Part A: Describing your job	15	Dialogue Method		
		15	Practice together		
<ul> <li>Answer questions about jobs</li> </ul>		15	Lecture		
<ul> <li>Use words to complete tables</li> </ul>	Part B: Talking about your	15	Brainstorming		
<ul> <li>Identify people after listening to their place of</li> </ul>	ability	15	Dialogue Method		
work or responsibility		15	Practice together		
Unit 4 : Products:					
<ul> <li>Discuss the names and problems of different</li> </ul>		15	Lecture		
kinds of equipment	Part A: Talking about office	15	Brainstorming		
<ul> <li>Vocabulary: Identify adjectives and their</li> </ul>	equipment	15	Dialogue Method		
opposites		15	Practice together	متزامن	
Grammar: too and enough		15	Lecture		
<ul> <li>Identify office needs of equipment</li> </ul>	Part B: Talking about features	15	Brainstorming		
• Recognize the difference between features and	and benefits	15	Dialogue Method		
benefits		15	Practice together		
Unit 5 : Comparing Services:					
<ul> <li>Vocabulary: come up with the right adjective</li> </ul>		15	Lecture		
from a noun: convenience-convenient, etc.	Dout A. Business somilises	15	Brainstorming		
<ul><li>Identify the right service(s) for a job</li></ul>	Part B: Company profiles  Part A: Describing your job  Part B: Talking about your ability  Part A: Talking about office equipment  Part B: Talking about features and benefits	15	Dialogue Method		
<ul> <li>Use adverb to add meaning to adjectives</li> </ul>		15	Practice together	متزامن	Review 04

<ul> <li>Identify the right venue for a presentation,</li> </ul>	Part B: Expressing your opinion	15	Lecture		
conference, etc.		15	Brainstorming		
• Take notes from a listening conversation about		15	Dialogue Method		
advantages and disadvantages		15	Practice together		