

**English on the air II**

**إنجليزي عَ الهواء II**

# Comprehension

فهم

# Today's Reading:

- **Proverbs 14: 23-24:** Hard work always pays off; mere talk puts no bread on the table. The wise accumulate wisdom; fools get stupider by the day.
- **Philippians 2:14-16:** Do everything readily and cheerfully—no bickering, no second-guessing allowed! Go out into the world uncorrupted, a breath of fresh air in this squalid and polluted society. Provide people with a glimpse of good living and of the living God. Carry the light-giving Message into the night so I'll have good cause to be proud of you on the day that Christ returns. You'll be living proof that I didn't go to all this work for nothing.

# Vocabulary

## مفردات ومعاني

# At Work

## في العمل

## **General phrases:**

- How long have you worked here?
- I'm going out for lunch. I'll be back at 1.30.
- How long does it take you to get to work?
- The traffic was terrible today.
- How do you get to work?

## **Absence from work:**

- She's on maternity leave.
- He's off sick today.
- He's not in today.
- She's on holiday.
- I'm afraid I'm not well and won't be able to come in today.

## **Dealing with customers:**

- He's with a customer at the moment.
- I'll be with you in a moment.
- Sorry to keep you waiting.
- Can I help you? / Do you need any help?  
What can I do for you?

## **In the office:**

- He's in a meeting.
- What time does the meeting start?
- What time does the meeting finish?
- She's resigned.
- He's been promoted.
- Here's my business card.

- Can I see the report?
- I need to do some photocopying.  
Where's the photocopier?
- I've left the file on your desk.
- This invoice is overdue.
- I'll be free after lunch.
- The reception's on the first floor.

### **IT problems:**

- There's a problem with my computer.
- I can't access my emails.
- The printer isn't working.

### **Hopefully you won't hear this:**

- You're fired!



# Grammar

القواعد

# Prepositions:

- The following are all prepositions: *above, about, across, against, along, among, around, at, before, behind, below, beneath, beside, between, beyond, by, down, during, except, for, from, in, inside, into, like, near, of, off, on, since, to, toward, through, under, until, up, upon, with and within.*
- فوق، عن، عبر، ضدّ أو مقابل، مع، بين، حول، عند، قبل، خلق، تحت، أسفل، قرب، بين أمرٍ وآخر، بعد، عند أو بقلم أو قرب إلخ، تحت أو أسفل، في خلال، إلّا (للحصر)، من أجل أو لـ، من، في، داخل، إلى، مثل، قرب، من أو بشأن أو بسبب إلخ، إلى الخارج، على، منذ، إلى، باتجاه، من خلال، تحت، حتى، أعلى، فوق أو على، مع وضمن.

# Prepositions:

- Role of a Preposition:
  - Prepositions are important when constructing sentences.  
A preposition sits before a noun to show the noun's relationship to another word in the sentence.
- Example sentences:
  - *This is a container for butter.*  
(The preposition "for" shows the relationship between "butter" and "container".)
  - *The eagle soared above the clouds.*  
(The preposition "above" shows the relationship between "clouds" and "soared".)

# Idioms:

Idiom	Meaning
At a premium	<p>At a high price; at a relatively high price.</p> <p><i>When flat-screen televisions first came out, they were selling at a premium.</i></p>
Back-of-the-envelope calculations	<p>Quick calculations; estimates using approximate numbers, instead of exact numbers.</p> <p><i>I don't need the exact numbers right now. Just give me some back-of-the-envelope calculations.</i></p> <p>Note: This expression refers to the quick calculations one would do informally, as on the back of an envelope.</p>

# Idioms:

Idiom	Meaning
(To) bite the bullet	<p>To make a difficult or painful decision; to take a difficult step.</p> <p><i>When demand was down, U.S. automakers had to bite the bullet and cut jobs.</i></p> <p>Origin: This idiom comes from the military. During the Civil War in the United States, doctors sometimes ran out of whiskey for killing the pain. A bullet would be put in the wounded soldier's mouth during surgery. He would "bite the bullet" to distract him from the pain and keep him quiet so the doctor could do his work in peace.</p>