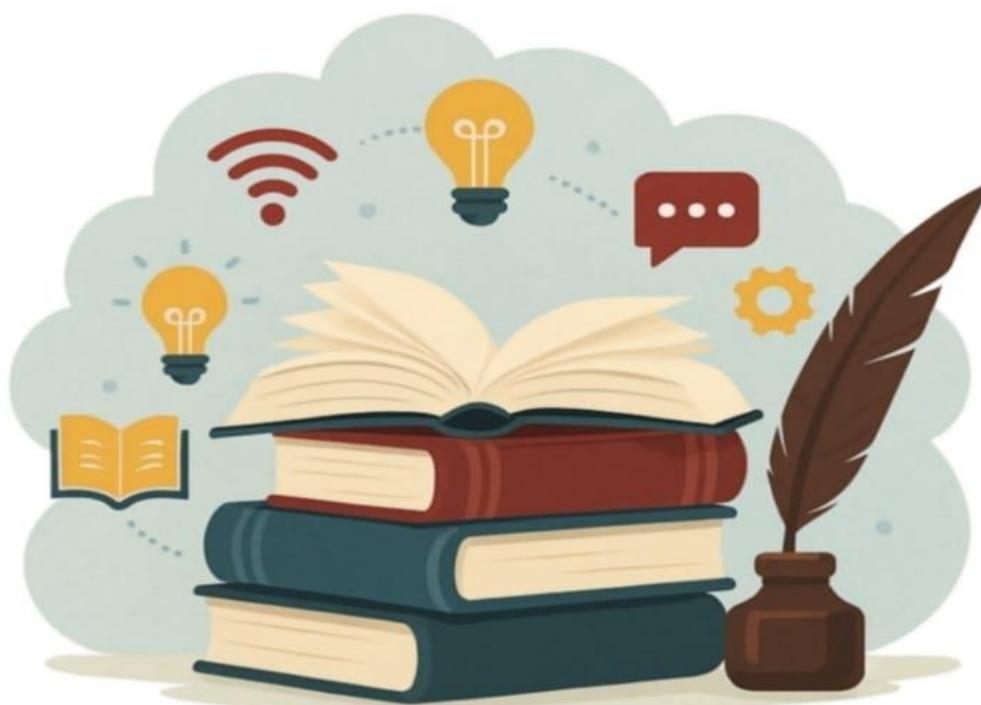




**KHALID
HAROON**

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Today's learners,
Tomorrow's leaders.



English Literature

ملخصات تخصص الادب الإنجليزي

EL112 Unit 2 Voc



ملخصات البروفيسور



EL112: THEME (2) COLLABORATION

VOCABULARY:

الكلمة	المعنى	الشرح والمثال
Academic	أكاديمي / علمي	Related to education and scholarship. <u>Example</u> : She has an excellent academic background in business. تمتلك خلفية أكاديمية ممتازة في مجال الأعمال.
Appropriately	بشكل مناسب / لائق	In a suitable or fitting manner. <u>Example</u> : He dressed appropriately for the job interview. ارتدى ملابس مناسبة لمقابلة العمل.
Body Language	لغة الجسد	Non-verbal communication through gestures, posture, and facial expressions. <u>Example</u> : Good body language shows confidence during a presentation. لغة الجسد الجيدة تُظهر الثقة أثناء العرض التقديمي.
Business Card	بطاقة عمل	A small card with contact information used for professional networking. <u>Example</u> : He gave me his business card after the meeting. أعطاني بطاقة عمله بعد الاجتماع.
Collaborate	يتعاون	To work together with others on a project or task. <u>Example</u> : The two companies will collaborate on a new project. ستتعاون الشركتان في مشروع جديد.
Collaboration	تعاون	The act of working together or cooperating with others. <u>Example</u> : Team collaboration is key to achieving success. التعاون بين أعضاء الفريق هو المفتاح لتحقيق النجاح.
Contact	يتواصل / اتصال	To communicate with someone. <u>Example</u> : You can contact me by phone or email. يمكنك التواصل معي عبر الهاتف أو البريد الإلكتروني.
Employer	صاحب العمل / جهة العمل	A person or organization that employs individuals to work. <u>Example</u> : The employer provided training for all new employees. قدّم صاحب العمل تدريباً لجميع الموظفين الجدد.
Event	حدث / مناسبة	A planned or organized occurrence or happening. <u>Example</u> : The graduation ceremony was a memorable event . كانت حفلة التخرج حدثاً لا يُنسى.
Excuse	عذر / مبرر	A reason or justification; to pardon or forgive. <u>Example</u> : She made an excuse for being late to class. قدّمت عذراً لتأخرها عن الصف.
Formal	رسمي	Following established customs or conventions; official. <u>Example</u> : You should wear formal clothes to the meeting. يجب أن ترتدي ملابس رسمية للاجتماع.
Impression	انطباع	A perception or feeling produced by someone or something. <u>Example</u> : He made a good impression during his first interview. ترك انطباعاً جيداً أثناء مقابلاته الأولى.
Informal	غير رسمي / عفوي	Casual or relaxed; not following strict rules or conventions. <u>Example</u> : They had an informal meeting at a coffee shop. عقدوا اجتماعاً غير رسمي في مقهى.
Mingle	يختلط / يتفاعل اجتماعياً	To mix and socialize with others. <u>Example</u> : Guests began to mingle and talk before dinner. بدأ الضيوف بالاختلاط والحديث قبل العشاء.



Networking	بناء علاقات مهنية	The practice of making professional connections and relationships. <u>Example</u> : Networking events help people find new job opportunities. تساعد فعاليات بناء العلاقات المهنية الناس في العثور على فرص عمل جديدة
Outfit	زي / ملابس مناسبة لمناسبة معينة	A set of clothes worn for a particular purpose or occasion. <u>Example</u> : She bought a new outfit for the wedding. اشترت زيًا جديدًا لحفل الزفاف
Politely	بأدب / بطريقة مهذبة	In a courteous or respectful manner. <u>Example</u> : He asked the question politely during the meeting. طرح السؤال بأدب أثناء الاجتماع
Potential	محتمل / ذو قدرة	Having the capability to develop or achieve something. <u>Example</u> : She has great potential to become a successful leader. لديها إمكانيات كبيرة لتصبح قائدة ناجحة
Project	مشروع / خطة عمل	A planned task or endeavor; to project or extend outward. <u>Example</u> : The students are working on a group project about climate change. يعمل الطلاب على مشروع جماعي حول تغير المناخ
Rapport	علاقة ودية / انسجام	A close and harmonious relationship or connection. <u>Example</u> : The teacher built a strong rapport with her students. أقامت المعلمة علاقة ودية قوية مع طلابها
Relationship	علاقة / ارتباط	A connection or association between individuals or entities. <u>Example</u> : Trust is the foundation of a good relationship . الثقة هي أساس العلاقة الجيدة
Seminar	ندوة / ورشة تعليمية	A conference or meeting for discussion and learning. <u>Example</u> : We attended a seminar about modern teaching methods. حضرنا ندوة حول أساليب التدريس الحديثة
Team Leader	قائد الفريق	A person who leads or supervises a team or group. <u>Example</u> : The team leader is responsible for organizing the project. قائد الفريق مسؤول عن تنظيم المشروع
Trend	اتجاه / نمط / موضحة	A general direction or pattern of change or development. <u>Example</u> : Online learning has become a major trend in education. أصبح التعلم عبر الإنترنت اتجاهًا رئيسيًا في التعليم

Vocabulary

CHOOSE THE CORRECT WORD

1. She has an excellent _____ background in English literature.
 - a) formal
 - b) academic** ✓
 - c) informal
 - d) polite

2. You should behave _____ in a job interview.
 - a) potential
 - b) politely
 - c) academic
 - d) appropriately** ✓

3. Good _____ helps you communicate without words.
 - a) collaboration
 - b) body language** ✓
 - c) networking
 - d) impression



4. He gave me his _____ after the business meeting.
- a) relationship
 - b) seminar
 - c) business card** ✓
 - d) project
5. The two designers will _____ on a new fashion collection.
- a) excuse
 - b) collaborate** ✓
 - c) contact
 - d) lead
6. Success often depends on strong _____ between colleagues.
- a) collaboration** ✓
 - b) rapport
 - c) outfit
 - d) excuse
7. Please _____ me if you have any questions.
- a) contact** ✓
 - b) dress
 - c) mingle
 - d) educate
8. The _____ decided to promote all hardworking employees.
- a) seminar
 - b) employer** ✓
 - c) team leader
 - d) collaborator
9. The graduation ceremony was a special _____ for students.
- a) event** ✓
 - b) rapport
 - c) project
 - d) outfit
10. She gave a good _____ during the interview.
- a) networking
 - b) impression** ✓
 - c) potential
 - d) excuse



11. You need to wear _____ clothes to the business dinner.

- a) informal
- b) formal** ✓
- c) relaxed
- d) academic

12. He made an _____ for being late to class.

- a) excuse** ✓
- b) impression
- c) outfit
- d) potential

13. They had an _____ meeting at a café.

- a) formal
- b) polite
- c) informal** ✓
- d) appropriate

14. Guests began to _____ and talk during the break.

- a) excuse
- b) collaborate
- c) mingle** ✓
- d) contact

15. _____ helps people make professional relationships.

- a) Networking** ✓
- b) Rapport
- c) Trend
- d) Excuse

16. She bought a new _____ for her cousin's wedding.

- a) project
- b) outfit** ✓
- c) event
- d) rapport

17. He always speaks to others _____, showing respect.

- a) politely** ✓
- b) potential
- c) academic
- d) informal



18. This student has great _____ and could become a leader.

- a) project
- b) potential** ✓
- c) rapport
- d) impression

19. The team is working hard to finish the group _____ on time.

- a) trend
- b) seminar
- c) project** ✓
- d) relationship

20. The teacher built a good _____ with her students.

- a) excuse
- b) rapport** ✓
- c) event
- d) outfit

21. Trust is the key to any strong _____.

- a) collaboration
- b) relationship** ✓
- c) project
- d) seminar

22. We attended a very interesting _____ on digital learning.

- a) event
- b) trend
- c) seminar** ✓
- d) rapport

23. The _____ motivates the group and manages the tasks.

- a) team leader** ✓
- b) employer
- c) collaborator
- d) academic

24. Online education has become a global _____ in recent years.

- a) networking
- b) trend** ✓
- c) rapport
- d) relationship



للحصول على الملخصات الحصرية مع الشرح
عن طريق المعهد 66837797

للاضمام لقروبات الدراسية العامة

EL097 - EL098 - EL099 - EL111 - EL112
EL117 - EL118 - EL119 - E120 - E121- EL122
EL330 - TR102 - A112A/B - L201A/B
A230A/B - E304A/B - EA300A/B

- ✓ نخبة من الأساتذة والمدرسين ذوي خبرة
من خريجين / خريجات AOU بمرتبة الشرف.
- ✓ شروحات مجانية وآخر الاخبار الحصرية.
- ✓ أفضل الملخصات المجانية (المحدثة).



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