



دفتر التعبير خاص جدا للتوجيهي



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قالب التقرير

Report on (موضوع التقرير)

Introduction

The aim of this report is to present information about _____ and suggest ways to improve it.

Findings

According to a survey, many students think that _____.
Some students said that _____.
Others mentioned that _____.

Suggestions / Recommendations

It would be a good idea to _____.
The school should _____.
I also recommend _____.

Conclusion

In conclusion, if these suggestions are followed, _____ will improve.

الصيغة الذهبية للتقرير:

Introduction → Findings → Suggestions → Conclusion



القالب الجاهز ما بجيبك علامة كاملة اذا ما تدرت منيح ع كتابتهم .

Report on Improving the School Library

The aim of this report is to present information about the school library and suggest ways to improve it.

According to a survey, many students think that the library needs more books.

Some students said that there are not enough computers. Others mentioned that the study area should be quieter.

It would be a good idea to add more modern books. The school should provide more computers. I also recommend creating a quiet study area.

In conclusion, if these suggestions are followed, the school library will improve.

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Article Template

(Title)

_____ The Importance of

أو
Why _____ is Important

Introduction

Nowadays, _____ is very important in our lives. Many people believe
.that it has many benefits

Body

_____ First, _____ helps people to

_____ Second, it can improve

_____ In addition, it is useful because

Conclusion

In conclusion, _____ plays an important role in our lives. We should all support and
encourage it.



الصيغة الذهبية :

Title

Introduction

Body (First / Second / In addition)

Conclusion



مثال :

The Importance of Protecting Animals

Introduction

Nowadays, protecting animals is very important in our lives. Many people believe that it has many benefits

Body

.First, protecting animals helps keep nature balanced

.Second, it can improve the environment

.In addition, it is useful because animals are important for humans

Conclusion

In conclusion, protecting animals plays an important role in our lives. We should all support and encourage it.

القلب الجاهز ما بجيبك علامة كاملة اذا ما تدرت منيح ع كتابتهم .



(مقالة رأي مع وجهتي نظر)

For-and-Against Essay Template

(Title)

? _____ Should students

Introduction

Nowadays, many people have different opinions about _____.
.Some people agree with it, while others disagree

Arguments For

_____ On the one hand, there are several advantages to
_____,First
_____,Second

Arguments Against

.On the other hand, there are some disadvantages
_____,First
_____,Second

Conclusion (Opinion)

In my opinion, the advantages outweigh the disadvantages. Therefore, I believe
_____.

الصيغة الذهبية:

Introduction

...On the one hand

...On the other hand

...In my opinion



مثال جاھز:

?Should students use mobile phones at school

Nowadays, many people have different opinions about using mobile phones at school. Some people agree with it, while others disagree

On the one hand, there are several advantages to using mobile phones at school

.First, students can search for information

.Second, they can contact their parents in emergencies

.On the other hand, there are some disadvantages

.First, phones may distract students

.Second, some students may misuse them during lessons

In my opinion, the advantages outweigh the disadvantages. Therefore, I believe students should use mobile phones in a controlled way.

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Competition Entry Template

The Best _____ Competition

_____ I would like to enter this competition and write about

_____ First, I believe _____ is special because

_____ Another reason is that

.Moreover, _____ makes it even better

In conclusion, I think _____ deserves to win this competition because

مثال :

The Best Teacher Competition

I would like to enter this competition and write about my English teacher.

First, I believe she is special because she explains lessons clearly.

Another reason is that she always helps students.

Moreover, she makes learning enjoyable.

In conclusion, I think she deserves to win this competition because she is supportive and hardworking.

Letter of Application Template

,Dear Sir / Madam

..... I am writing to apply for the position of

I believe I am suitable for this position because I am and

..... In addition, I have experience in

.I would be happy to join and contribute positively

.I look forward to hearing from you

,Yours faithfully

Name

مثال:

,Dear Sir / Madam

.I am writing to apply for the position of school magazine writer

.I believe I am suitable for this position because I am creative and responsible

.In addition, I have experience in writing articles

.I would be happy to join the school magazine and contribute positively

.I look forward to hearing from you

,Yours faithfully

Raghad

