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**Lecture Nine**


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**Conditional Clause Type (1):**

**Real Condition:** This type of condition shows that it is still possible for the event or the action to happen . It is called “ Conditional Clause- Type 1”.

If / when / Unless	subject	Present tense	Subject	Will Can May	Infinitive verb without to
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- If the weather is bad, we will cancel the meeting.
- We will cancel the meeting if the weather is bad.
- If my friend invites me, I'll visit him.
- I will visit my friend if he invites me.

- **Unless = [ If + not ]**

If you don't study hard, you'll fail.

Unless you study hard, you'll fail.

You'll fail unless you study hard.

Unless she has enough money, she can't buy a car. [Use “ If ” instead of “Unless”]

If she doesn't have enough money, she can't buy a car.

She can't buy a car unless she has enough money.

She can't buy a car if she doesn't have enough money.

- **What is the difference between If & When ?**

Study the following 2 conditional clauses:

**A)** If he comes, I will tell him the truth.

**B)** When he comes, I will tell him the truth.

When we use if, we are not sure about the event to happen or not.

But when we use when we are sure about the event to happen.

So, in ( **B** ) we are sure that he will come. But in ( **A** ) we are not sure about his coming.

**Example:**

If the questions \_\_\_\_\_ easy, Most of the students will pass.

A. aren't

B. are

C. were

D. weren't

### Conditional Clause Type (2):

**Unreal Condition:** This type of condition shows that it is impossible for the event or the action to happen . It is called “ Conditional Clause- Type 2 ”.

If / Unless	subject	Past tense	Subject	Would Could Might	Infinitive verb without to
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- If I were you, I wouldn't waste my time. [ Used to give advice ]
- If the weather was/ were bad, we would cancel the meeting.
- We would cancel the meeting if the weather was/ were bad.

If they have enough time, they will finish the work. [ Type 1 ]

Unless they have enough time, they will not finish the work.

If they had enough time, they would finish the work. [ Type 2 ]

Unless they had enough time, they would not finish the work.

If he didn't go, he could be punished. [ Use “ Unless” ]

Unless he went, he could be punished.

#### Example:

If the questions \_\_\_\_\_ easy, Most of the students couldn't pass.

- A. aren't      B. are      C. were      D. weren't

### Conditional Clause Type (3):

**Impossible or Contrary to fact Condition:** This type of condition shows that it is contrary to fact . It is called “ Conditional Clause- Type 3 ”.

If / Unless	subject	Past perfect Had+ 3 <sup>rd</sup> form	Subject	Would+ have Could+ have Might+ have	3 <sup>rd</sup> form
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- If the weather had been bad, we would have canceled the meeting.
- We would have canceled the meeting if the weather had been bad.

Here the meaning implies that we didn't cancel the meeting and the weather was fine and not bad.

If they have enough time, they will finish the work. [ Type 1 ]

If they had enough time, they would finish the work. [ Type 2 ]

If they had had enough time, they would have finished the work. [ type 3 ]

### Example:

If the questions \_\_\_\_\_ easy, Most of the students could have passed.

- A. had been                      B. are                      C. were                      D. weren't

### Sample questions:

1. Unless we were hungry, we \_\_\_\_\_ the food.

- A. would eat    B. wouldn't eat  
C. would have eaten    D. will eat

2. \_\_\_\_\_ I am a doctor, I can't help you.

- A. If                      B. When                      C. Unless                      D. Since

3. If It \_\_\_\_\_ outside, I would have taken the umbrella.

- A. rained                      B. rains                      C. hadn't rained                      D. had rained

4. If Hani is poor, he \_\_\_\_\_ whatever he wants.

- A. can buy    B. could have bought  
C. can't buy    D. could buy

5. Ahmed made a terrible accident and was injured. What should you say to Ahmed:-

A. If I were you Ahmed, I wouldn't drive my car slowly.

B. If you had driven your car quickly, you would have made a terrible accident

C. If you hadn't driven your car quickly, you wouldn't have made a terrible accident.

D. Unless you drove your car quickly, you would make a terrible accident.

6. If the doctor is busy, He \_\_\_\_\_ you.

- A. can see    B. could see  
C. could have seen    D. won't see

7. Unless you \_\_\_\_\_ tired, you would play well.

- A. had been    B. aren't  
C. were    D. have

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## Lecture Ten

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- **Active/ Passive Voice:**

### Why we use passive Voice!

It is better to use Passive Voice instead of Active Voice in the following situations:

#### A. If the subject/ doer of the action is unknown

- Someone broke the window.
- The window was broken [ better ]

#### B. In scientific experiments

- We add water to the solution.
- Water is added to the solution. [ better ]

#### C. If the doer of the action is not important.

- Patients should take this medicine before sleeping.
- This medicine should be taken before sleeping.

#### D. Also in describing steps of preparing something like food or a process of doing something

### Steps of Changing a sentence from active to passive:

We should bear in mind that in changing a sentence from active to passive, there must be an object.

#### A. A sentence without any helping verb ( contains only a main verb):

1. The object is put at first.
2. Then choose a suitable verb to Be ( is, am, are, was, were )
  - If the object is singular, we choose is or was
    - If the main verb is present we choose is.
    - If the main verb is past, we choose was
  - If the object is plural, we choose are or were
    - If the main verb is present we choose are.
    - If the main verb is past, we choose were.
3. After that, put 3<sup>rd</sup> form of the main verb after the verb to be.
4. ( Optional ) Then put by and the subject of the original sentence.

- Example(1) - Reem helps Ahmed in his study.  
Ahmed is helped in his study by Reem.
- Example(2) - Reem helped Ahmed in his study.  
Ahmed was helped by Reem in his study.
- Example(3) - Hashim answered the questions correctly.  
The questions were answered by Hashim correctly.
- Example(4) - Reem doesn't help me in my study. [ Negative form]  
I am not helped by Reem in my study.
- Example(5) - Amal didn't write the letters.  
The letters weren't written by Amal.

### **B. A sentence with a helping verb:**

#### **1. if the helping verb is one of the modals (will, would, can, could, may....)**

- i. The object is put at first.
- ii. Then, the same modal is put after the object
- iii. Next, add ( Be) after the modal
- iv. After that, change the main verb into 3<sup>rd</sup> form and put it after be.
- v. Finally, (optional) put by + the subject of the original sentence.

- Example(1)** – Reem will help Ahmed in his study.  
Ahmed will be helped by Reem in his study.
- He couldn't see the accident.  
The accident couldn't be seen by him.

#### **2. if the helping verb is ( is, am, are , was, were )**

- i. The object is put at first.
- ii. Then, a suitable verb to Be is put after the object
- iii. Next, add ( Being) after the suitable verb to be.
- iv. After that, change the main verb into 3<sup>rd</sup> form and put it after being.
- v. Finally, (optional) put by + the subject of the original sentence.

- Example(2)** – Reem is watching Ahmed .  
Ahmed is being watched by Reem .
- Reem is carrying the books .  
The books are being carried by Reem.

### 3. if the helping verb to Have ( has, have, had )

- i. The object is put at first.
- ii. Then, a suitable verb to have is put after the object
- iii. Next, add ( Been) after the suitable verb to have.
- iv. After that, change the main verb into 3<sup>rd</sup> form and put it after being.
- v. Finally, (optional) put by + the subject of the original sentence.

**Example(3)** – Reem has cleaned the rooms.

The rooms have been cleaned by Reem .

- The students have answered the question.

The question has been answered by the students.

### Changing from Passive to Active:

First, a student should know how to change from Active to Passive. If he doesn't master this skill, he or she will not be able to do the opposite way.

#### Examples:

- (1) The car wasn't repaired by the mechanic. [ passive ]  
The mechanic didn't repair the car. [ active ]
- (2) The homework should be done on time. [ passive ]  
The students should do the homework on time. [ active ]
- (3) The children aren't looked after by her. [ passive ]  
She doesn't look after the children. [ active ]
- (4) Salad is being made by the girls.  
The girls are making salad.

### Sample questions:

1. The house \_\_\_\_\_ last week.
 

A. will be painted	B. painted
C. is being painted	D. wasn't painted
2. The animals \_\_\_\_\_ yet.
 

A. haven't been fed	B. are being fed
C. are eating	D. would eat the food

