

**ENGLISH LANGUAGE**

**SEMESTER 2: 2023-2024**



# CHAPTER 9

**Instructor**

**Manar S.M. Al-Jethelah, PhD**

Text book: Headway Academic Skills: Reading, Writing, and Study Skills,  
Level 2. By: Sarah Philpot, Series Editors: John and Liz Soars

READING

# LINKING IDEAS

Sequencing words are used to **link steps** in a description of a process. Some examples are:

- Firstly, ... .**Secondly**, etc.
- Then ... . **Next**, ... . After that, ... . **Subsequently**, ... etc.
- Finally/ Lastly, ... .

# COMPOUND NOUNS

A compound noun can be formed by putting two nouns together. Sometimes these are written:

- ✓ as two words, e.g., radio waves
- ✓ as one word, e.g., microwave
- ✓ with a hyphen, e.g., data-processing.

# COMPOUND ADJECTIVES

A compound adjective can be made with:

- ✓ a noun + adjective. e.g., computer literate
- ✓ an adjective + present/past participle. e.g., easy-going
- ✓ an adverb + present/past participle. e.g., well-known
- ✓ an adjective + noun, e.g. blue-eyed

## Examples:

**long-term**

**poorly-written**

**well-written**

**small-scale**

**highly-qualified**

**high-speed**

WRITING

# THE PASSIVE VOICE

When describing a process or a scientific experiment, it is important to write in a neutral style, as an observer. To do this, you can use the passive voice.

➤ The Present Simple Passive is often used in descriptions of processes:

(is/ are + past participle)

An optimization technique is used to determine the best parameters of the studied models.

➤ The Past Simple Passive is often used to talk about experimental work, inventions, and discoveries:

(was/ were + past participle)

Deionized water was obtained from Samarra Company.

# CLARIFYING A SEQUENCE

To describe a process clearly:

- divide the process into steps.
- make notes on each step.
- expand your notes into full sentences using the passive form.
- mark each step by using sequencing words.



