



**MINISTRY OF EDUCATION  
HAWALLI EDUCATIONAL AREA  
ELT SUPERVISION**

**Online Training Session for the Nominees  
for the Position of a Supervisor**

**December 2021**

1

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# GRAMMAR QUESTIONS

**Answer the following questions. Write down the answers on the sheet of paper in front of you.**

- **1- I'm sure that by the end of this week, I ..... the parcel by mail.**
  - a) will be getting
  - b) will have been getting
  - c) will have gotten
  - d) would have got
  
- **2- .....appeared to be coming from the science lab next door.**
  - a) The pungent unpleasant odor of burning plastic
  - b) The unpleasant pungent odor of burning plastic
  - c) The pungent unpleasant odor of plastic burning
  - d) The unpleasant odor pungent of burning plastic

○ **3- Khaled.....to reach the finals, so he .....  
by the result.**

a) hasn't expected \ was thrilled

b) hadn't expected \ was thrilled

c) was expecting \ is thrilled

d) hadn't expected \ wasn't thrilled

○ **4- Please fill .....this online application form.**

a) up

b) on

c) down

d) out

- **5- I can reassure you that everything ..... as quickly as possible.**

a) will be dealt

b) will deal with

c) will deal

d) will be dealt with

- **6- It's about time we ..... our money in a profitable project. We are losing at the stock market.**

a) have invested

b) are investing

c) will invest

d) invested

- **7- It is important that everything ..... ready as quickly as possible.**

a) will be

b) be

c) is

d) was

- **8- It's advisable that she ..... a doctor.**

a) has consulted

b) consults

c) consult

d) will consult

# Order of Adjectives

- **Op**inion      nice, beautiful, interesting
- **S**ize          big, small, short
- **A**ge            old, young
- **Sh**ape        round, oval, square
- **C**olour        purple, blue, red
- **O**rigin        Kuwaiti, American, Dutch
- **M**aterial      plastic, wooden, gold

- **He sent me a bunch of .....**
- a) red, beautiful, large roses.**
  - b) beautiful, red, large roses.**
  - c) beautiful, large, red roses.**
  - d) red, large, beautiful roses.**

- **My uncle lives in .....**
- a) a grey, nice , round, small building.**
  - b) a nice, grey, round, small building.**
  - c) a nice, round, grey, small building.**
  - d) a nice, small, round, grey building.**

# Phrasal Verbs

- **cutdown on** reduce
- **put up with** accept, stand, tolerate
- **Keep up with** know the latest information about
- **Go along with** agree , give consent
- **Do away with** get rid of
- **Run out of** be used up, finish
- **Fill in / out** complete a form
- **Come up against** face, meet
- **Make of** understand
- **Make up for** take the place of something lost or missing

- Advancements in communication technology has helped us to ..... the latest events around the globe.**
- a) go along with**
  - b) do away with**
  - c) put up with**
  - d) keep up with**

- If you ..... any obstacle, you'd better consult me at once.**
- a) make up for**
  - b) come up against**
  - c) do away with**
  - d) keep up with**

# causative

- have, has, had
- get, got                      object + **p.p.**
  
- I **have** my car **serviced** at that garage.
- He **had** his hair **cut** last week.
- They **got** their house **decorated**.



# Past Perfect

**had + p.p.**

**before, by, by the time, when (already/ just),  
because, as soon as**

**Past Simple ..... Past Perfect**

**When I ..... home, the kids .....**

- a) get / slept already**
- b) got / have already slept**
- c) had got / already slept**
- d) got / had already slept**

# Past Perfect

No sooner .... than, Hardly ..... when,  
Scarcely ..... when, after

Past perfect ..... Past simple

**I had no sooner arrived** at the station than the train  
**came.**

No sooner ..... the bus stop than the bus .....

- a) they had reached / arrived
- b) had they reached / arrived
- c) they reached / had arrived
- d) they reached / arrived

# Past Perfect Continuous

- before, by the time, when (past), past verb +  
**since / for / all / the whole**

**had been + verb+ ing**

Refers to an action that started in the past continued up until another time in the past.

- **When they arrived, I (wait) for them for three hours.**

**had been waiting**

- **Mike wanted to sit down because he (stand) all day at work.**

**had been standing**

# Future Continuous

- this time, when, at +

**tomorrow / next / in 2021 .....**

**will be + verb+ ing**

Indicates that something will occur in the future and continue for an expected length of time.

- **When they arrive tomorrow, I (sit) for my final exams.**

**will be sitting**

- **This time next Monday, we (travel) to London.**

**will be travelling**

# Future Perfect

- by the time (present simple) , by the end, before, by +  
**tomorrow / next / 2021, this .....**

**will have + p.p.**

**Refers to a completed action in the future.**

- **By the end of this year, I (finish) my PhD thesis.**

**will have finished**

- **Before next Monday, they (repair) the damaged ceiling.**

**will have repaired**

# Reported Speech

## o Advice / Order / Request / Warning

**to + verb**

**not to + verb**

He advised me .....

- a) **to not waste** my time.
- b) **not to waste** my time.
- c) **don't to waste** my time.
- d) **to waste not** my time.

# Reported Speech

## o Question

**Question Article / If , whether → subject verb object**

**She asked**

- a) **where had he bought** that watch from.
- b) **whether he had bought** that watch from.
- c) **where he had bought** that watch from.
- d) **where would he buy** that watch from.

# Reported Speech

## o Question

**Question Article / If , whether → subject verb object**

**He wanted to know .....**

- a) if she will spend the holiday abroad.**
- b) if would she spend the holiday abroad.**
- c) would she spend the holiday abroad.**
- d) if she would spend the holiday abroad.**

# Reported Speech

## o Statement

**(that) subject past verb object** (pronouns must match)

**Remember:** (Facts can be used in the present form)

Mr. Smith told us .....

- a) that that had been the most enjoyable vacation in my life.
- b) that this is the most enjoyable vacation in his life.
- c) that that had been the most enjoyable vacation in his life.
- d) that that will be the most enjoyable vacation in his life.

# Conditional Sentence

- Present Simple → Present Simple  
**Facts / Cause .. Effect**
- Present Simple → will + verb  
**Real condition**
- Past Simple → would + verb  
**Imaginary situations**
- Past Perfect → would have + p.p.  
**Past conditional**

**If you boil water, it .....**

- a) would evaporate**
- b) will evaporate**
- c) evaporates**
- d) would have evaporated**

**They'd have come to the party if we .....  
them.**

- a) invited**
- b) have invited**
- c) had invited**
- d) would have invited**

# Modal Perfect

## Expresses past event

- should have p.p. → **obligation**
- must have p.p. → **strong belief**
- can't have p.p. → **negative strong belief**
- might have p.p. → **weak possibility**
- could have p.p. → **possibility**

○ **I'm sure I left my car here. Someone ..... it.**

**a) can't have stolen**

**b) must have stolen**

**c) should have stolen**

**d) might have stolen**

○ **He fell asleep as soon as he got back home. It ..... an easy day for him.**

**a) can't have been**

**b) must have been**

**c) should have been**

**d) might have been**

# Subjunctive Mood

- it is crucial / critical / essential / important / necessary / vital / advisable / desirable / urgent / imperative / recommended / required / best / a good/bad idea (+ that) → **verb / should verb**
- It is necessary that he **do** it immediately.
- It is necessary that he **should do** it immediately.
- It is important that everything **be** ready by six o'clock.
- It is important that everything **should be** ready by six o'clock.
- She insists that he **stay** here.
- It is advisable that she **consult** a doctor.

# Inversion

Hardly	<b>Hardly had I</b> got into bed when the telephone rang.
Never	<b>Never had she seen</b> such a beautiful sight before.
Seldom	<b>Seldom do we</b> see such an amazing display of dance.
Rarely	<b>Rarely will you</b> hear such beautiful music.
Only then	<b>Only then did I</b> understand why the tragedy had happened.
Not only ... but	<b>Not only does he</b> love chocolate and sweets but he also smokes.
No sooner	<b>No sooner had we arrived</b> home than the police rang the doorbell.

# Inversion

Only later	<b>Only later did she</b> really think about the situation.
Nowhere	<b>Nowhere have I ever had</b> such bad service.
Little	Little did he know!
Only in this way	<b>Only in this way could John earn</b> enough money to survive.
In no way	<b>In no way do I agree</b> with what you're saying.
On no account/ Under no circumstances	<b>On no account should you do</b> anything without asking me first.
So adj that	<b>So delicious was the food that</b> we ate every last bite.

# Inversion

In the following expressions, the inversion comes in the second part of the sentence:

Not until	Not until I saw John with my own eyes did I really believe he was safe.
Not since	Not since Lucy left college <b>had she had</b> such a wonderful time.
Only after	Only after I'd seen her flat <b>did I understand</b> why she wanted to live there.
Only when	Only when we'd all arrived home <b>did I feel</b> calm.
Only by	Only by working extremely hard <b>could we afford</b> to eat.

# Inversion

**We can use inversion instead of 'if' in conditionals with 'had' 'were' and 'should'.**

**Should he remember** his own name, we'll be able to help him.

**Were I** rich, I'd still work.

**Were he to push** the button, we'd all have problems.

**Had I been** there, this problem wouldn't have happened.

**Now let's check your answers**

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- d) would have got

- .....appeared to be coming from the science lab next door.

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- b) **hadn't expected \ was thrilled**
- c) was expecting \ is thrilled
- d) hadn't expected \ wasn't thrilled

○ Please fill .....this online application form.

- a) up
- b) on
- c) down
- d) **out**

- I can reassure you that everything .....as quickly as possible.
  - a) will be dealt
  - b) will deal with
  - c) will deal
  - d) **will be dealt with**  

  
- It's about time we ..... our money in a profitable project. We are losing at the stock market.
  - a) have invested
  - b) are investing
  - c) will invest
  - d) **invested**  


- 7- It is important that everything ..... ready as quickly as possible.

a) will be

b) be

←→ c) is

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a) has consulted

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←→ c) consult

d) will consult

**Now let's practice**

**1- Our customer's money..... if they're not satisfied with the product.**

- will be refunded
- will have been refunded
- would be refunded
- would have been refunded

**2- By 1820, there were over sixty steamboats on the Mississippi river, ..... were quite luxurious**

- many of them
- which many
- many that
- many of which

**3- I had no sooner told her what I thought of her  
..... I wished I'd held my tongue.**

- when
- as
- than
- that

**4- It's clearly stated that you ..... copy the site  
without written permission from the webmaster.**

- ought to
- shouldn't
- don't have to
- must

5- By the time the UN task force ....., the rebel forces .....the province.

- arrived/ took
- has arrived/ will take
- arrived / had taken
- had arrived/ had taken

6-You missed a great party last night. You ..... Why didn't you?

- must have come
- ought have come
- should have come
- had to come

**7- Little ..... that their plan has been discovered.**

- they suspect
- do they suspect
- they suspected
- they have suspected

**8- Brian is the only person I know ..... can hold his breath for more than a minute!**

- whose
- whom
- who
- which

**9- Although a doctor may be able to diagnose a problem ....., he still may not be able to find a drug to which the patient will respond.**

- perfect
- perfectible
- perfection
- perfectly

**10- ..... he should have spent all the weekend preparing for his test, he in fact just lay in bed watching videos.**

- However
- Whereas
- Nevertheless
- Despite

11- .....of the criminals..... that he is innocent

- Each; claims
- Each; claim
- All; claims
- All; claim

12- She ..... so that I could buy a new dress for the wedding.

- gave me generously some money
- generously gave me some money
- gave generously me some money
- gave me some generously money

**13- My daughter lost her ..... boots while she was training.**

- ( ) old nice leather Spanish**
- ( ) leather Spanish nice old**
- ( ) Spanish leather old nice**
- ( ) nice old Spanish leather**

**14- .....some people like a great deal of variety in their lives, I am happier when my schedule is quite routine.**

- ( ) Due to the fact that**
- ( ) No matter what**
- ( ) Whereas**
- ( ) Accordingly**

**15- I think Tom should.....**

- offered the job
- had been offered the job
- have been offered the job
- have had offered the job

**16- This time next week I won't be in a stuffy office,  
..... on a beach in Spain.**

- I'll lie
- I'll have lain
- I'll be lying
- I'm lying

**17-The Gulf of Mexico has produced ..... as well as dark-shaded pearls that have a metallic gloss.**

- white pearls high quality
- pearls high quality white
- high quality white pearls
- quality high white pearls

**18- I remember .....to the circus by my grandfather when I was a child.**

- having taken
- to be taken
- being taken
- was taken

**19- In such a complex situation as this, mistakes are bound to happen .....**

- on occasion
- occasionally
- occasional
- for occasion

**20- Having such a famous man for a father .....** had an effect on Jason's childhood.

- must be
- have
- having
- must have

**21- With ..... 5,000 tigers remaining in the world, time is quickly running out of this beautiful animal.**

- as fewer than
- not fewer than
- as few as
- so few as

**22- .....he's got the required qualifications, he can't get the job.**

- However
- Although
- Despite
- In spite of

**23- The study showed ..... for maternal and child health.**

- how is nutrition important
- how important nutrition is
- that how important nutrition is
- that how nutrition is important

**24- They have both started new jobs this month. They are ..... their busy schedules.**

- used to
- using to
- got used to
- getting used to

**25- Yesterday, I ..... on the sand until we had to go home.**

- lain**
- lied**
- laid**
- lay**

**26- Put the whole thing out of your head. .... you could spend days anxiously waiting for the phone to ring.**

- Although**
- Otherwise**
- Therefore**
- Consequently**

**27- By the time the guests arrive, we .....  
everything for the party.**

- will be preparing
- will have prepared
- prepare
- have prepared

**28- Many a time ..... plan to meet her  
friend, but she never did.**

- she had to
- had she
- she did
- did she

**29- It's about time we ..... it's nearly midnight.**

- left
- leave
- leaving
- must leave

**30- .....your help things would have been a disaster.**

- But for
- Thanks to
- Except for
- Unless

# Educational Questions

1- .....is the first stage in Active Learning lessons.

- Sharing information
- Motivation
- Creative application
- Evaluation

**Active Learning**

**2- It is one of the main mechanisms to analyse and give deeper understanding of all stage of learning acquisition:**

- ( ) Reflection**
- ( ) Creative**
- ( ) Sharing Information**
- ( ) Motivation**

**Active Learning**

**3- All the following are ways how you can deal with pessimist persons EXCEPT:**

- ( ) Encourage the group to brainstorm leading to several possible alternatives.**
- ( ) Make optimistic statements showing that change is possible.**
- ( ) Immediately offer solutions to the difficulties predicted by him/her.**
- ( ) Always avoid being sucked into his/her cesspool of hopelessness.**

**Basic Communication Skills**

**4- All the following are emotional barriers to effective communication EXCEPT:**

- ( ) Badly Expressed Message**
- ( ) Premature Evaluation**
- ( ) Distrust**
- ( ) Loss by Transmission and Poor Retention**

**Basic Communication Skills**

**5- Instruction can be defined as:**

- ( ) the purposeful guidance of the learning process.**
- ( ) the social and the physical aspects of the classroom.**
- ( ) the responsibility of influencing the behaviours of learners.**
- ( ) the detailed description of the "learning trajectory" for a lesson.**

**Classroom Observation**

**6- Classroom observation should be intended to focus ONLY on:**

- ( ) the weaknesses of the lesson presented by a teacher.**
- ( ) the teaching methods used by teachers in the classrooms.**
- ( ) the learning styles observed by teachers in the classrooms.**
- ( ) enhancing professional growth of the teacher.**

**Classroom Observation**

**7. One of the supervisors' roles is to.....**

**( ) to show his disapproval during the lesson.**

**( ) to emphasize the negative areas of the observation.**

**( ) to concentrate on a particular behaviour.**

**( ) to guide teachers to reflect on their own teaching.**

**Classroom Observation**

**8. Authority is a classroom management skill which means a teacher.....**

- ( ) knows how to tailor his lessons.**
- ( ) is thoroughly knowledgeable in the subject.**
- ( ) is sure of himself and adopts a positive attitude.**
- ( ) comments on the learners' performance.**

**Classroom Observation**

**9- One of the drawbacks of problem-centered curriculum design is:**

- ( ) It increases the relevance of the curriculum and allows students to be creative and innovative.**
- ( ) It is student-centered, it is constructed to cater for the specific needs of the students.**
- ( ) It puts pressure on the teacher to create instruction or find materials.**
- ( ) It does not always take learning styles into consideration.**

**Curriculum Development and Evaluation**

**10- Developing and/or identifying assessment items and instruments to measure student progress belongs to which curriculum development process?**

- Planning**
- Implementing**
- Evaluating**
- Articulating and Development**

**Curriculum Development and Evaluation**

## **11- Articulating and developing an effective curriculum means:**

- ( ) developing and sequencing of grade-level and course objectives.**
- ( ) determining the success of the program.**
- ( ) convening a curriculum development committee.**
- ( ) identifying key issues and trends in the specific content area.**

**Curriculum Development and Evaluation**

**12- One of the characteristics of effective programme goals is:**

- ( ) the goals are far from being realistic.**
- ( ) determining the success of the programme.**
- ( ) goals describe the fundamental beliefs and inform the process of instruction.**
- ( ) the goals are comprehensive enough to provide the basis for a quality programme for all learners at all places on the learning continuum.**

**Curriculum Development and Evaluation**

# Administrative Questions

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**Thank You**