

English Language Revision Workbook



تم تحميل هذا الملف من موقع المناهج الإماراتية

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المزيد من مادة
لغة انجليزية:

إعداد: Mekki Mourad

التواصل الاجتماعي حسب الصف الثاني عشر المتقدم



صفحة المناهج
الإماراتية على
فيسبوك

الرياضيات

اللغة الانجليزية

اللغة العربية

التربية الاسلامية

المواد على تلغرام

المزيد من الملفات بحسب الصف الثاني عشر المتقدم والمادة لغة انجليزية في الفصل الثالث

End of Term 3 Revision English

1

Scaffold Vocabulary Practice

2

Grammar Notes - Passive Voice

3

Reported Speech - Rules and Exercises

4

Reading Practice: Kidfluencers: Growing up online

5

English Language Revision Workbook

Healthy Mind, Healthy Body — Term 3 Complete Revision

GRADE	TERM	YEAR	SCHOOL
12 Advanced	Term 3	2025 – 2026	Al Khazna

STUDENT NAME

CLASS / SECTION

DATE

SCORE / GRADE

SCHOOL

Al Khazna School

MM

Mourad Mekki
English Language Teacher

ACADEMIC YEAR

2025 – 2026

ABOUT THIS WORKBOOK

Book Information & How to Use This Workbook

PURPOSE OF THIS WORKBOOK

This workbook has been designed by Mourad Mekki at Al Khazna School to support Grade 12 Advanced students in their Term 3 English Language revision. It covers Chapter 5: Healthy Mind, Healthy Body and is aligned to the UAE Ministry of Education Comprehensive Curriculum Guide (CCG) for Stage 9.

HOW STUDENTS SHOULD USE THIS BOOK

- Work through each section in order, or focus on the areas where you need the most support.
- Complete grammar exercises before checking the answer key.
- Read vocabulary definitions aloud and use each word in a sentence of your own.
- For reading tasks, skim the passage once before answering questions.
- Use the writing planner before drafting any essay or paragraph.
- Use the appendices as a quick-reference guide during revision.

SECTIONS INCLUDED

- **Section 1** — Grammar Revision
- **Section 2** — Vocabulary Revision
- **Section 3** — Reading Comprehension
- **Section 4** — Writing Practice
- **Section 5** — Appendices & Reference
- **Section 6** — Exam Tips & Study Skills

TEACHER NOTE

This workbook has been constructed in direct alignment with the CCG pacing guide for Term 3. Grammar targets follow the Stage 9 Language Syllabus and are cross-referenced with the CCG codes. Vocabulary lists are drawn directly from the weekly pacing plan. Writing tasks reflect the genres assessed in Term 3 formal assessments.

REVISION STRATEGY

- Spend 15–20 minutes per day on revision rather than long infrequent sessions.
- Review one grammar structure per day using the appendix tables.
- Practise one vocabulary set per session, testing yourself without looking.
- Re-read your corrected writing tasks and note recurring errors.

UAE MOE CURRICULUM ALIGNMENT

This workbook is aligned to the UAE Ministry of Education English Language CCG for Grade 12 Advanced, Term 3 (2025 – 2026). Chapter 5: Healthy Mind, Healthy Body · Stage 9 Language Syllabus · IELTS Academic Skills Integration.

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Total: 30 pages · UAE MoE CCG Aligned · Stage 9

2025 – 2026

SECTION 1

Grammar Revision

1

Structured grammar practice aligned to CCG Stage 9 Language Syllabus

Curriculum Alignment: Grade 12 Advanced · Term 3 · Chapter 5: Healthy Mind, Healthy Body · 2025 – 2026

Teacher: Mourad Mekki | **School:** Al Khazna School | **MoE Alignment:** UAE CCG Stage 9

SLO G.8.3 | WEEK Weeks 1, 3, 7 | THEME Health & Medicine | STAGE Stage 9

GRAMMAR · UNIT 1

G.8.3 · Passive structures with modal verbs

Modals in the Passive Voice

When we want to focus on the action or receiver rather than the agent, we use the passive voice. Modal verbs can be combined with passive infinitives to express obligation, ability, advice or possibility.

 RULE

Modal + be + past participle

Must → This medicine must be taken twice a day.

Should → The treatment should be continued for two weeks.

Might → The illness might be caused by stress.

 EXAMPLES

- The vaccine **should be administered** every year.
- Patients **must not be discharged** without a doctor's approval.
- The results **may be influenced** by external factors.



EXAM TIP

In writing tasks, passive modals add formality and precision — ideal for reports and formal essays.

GRAMMAR · UNIT 1 — PRACTICE EXERCISES

G.8.3

Modals in the Passive Voice

1 GAP FILL Exercise 1

Complete the sentences using the correct passive modal form.

The new vaccine (test) before it is approved for public use. **[must]**

Regular exercise (recommend) for people with high blood pressure. **[should]**

Patients (inform) about the side effects of the medicine. **[must]**

The results (affect) by the patient's diet. **[might]**

2 ERROR CORRECTION Exercise 2

Each sentence contains one error. Identify and correct it.

The patient should be examining by a specialist.

.....

All medicines must be store in a cool, dry place.

.....

These symptoms might caused by a viral infection.

.....

The report can be submit by email.

.....

GRAMMAR · UNIT 1 — PRACTICE EXERCISES

G.8.3

Modals in the Passive Voice

3 MULTIPLE CHOICE Exercise 3

Choose the correct passive modal form.

The results _____ (might / might be) affected by external factors.

The vaccine _____ (should administered / should be administered) every year.

Patients _____ (must informed / must be informed) of all side effects.

These tablets _____ (ought to store / ought to be stored) below 25°C.

Surgery _____ (need not / need not be) performed in minor cases.

4 SENTENCE COMPLETION Exercise 4

Complete each sentence with a suitable modal passive using the verb in brackets.

All patients _____ (examine) by a doctor before receiving treatment.

The new drug _____ (test) on volunteers before it is approved.

Medical records _____ (not share) without the patient's consent.

The treatment _____ (continue) for at least six weeks.

Side effects _____ (report) to the pharmacist immediately.

Antibiotics _____ (not overuse) as this leads to resistance.

Modals in the Passive Voice

5 ERROR CORRECTION Exercise 5

Each sentence has one error. Find and correct it.

The patient should examined by a specialist before surgery.

.....

All medicines must stored in a cool, dry place.

.....

The test results might be affect by the patient's diet.

.....

The report can submitted by email or in person.

.....

The vaccine ought administered annually to high-risk groups.

.....

These capsules need not taken with food.

.....

6 TRANSFORMATION Exercise 6

Rewrite each active sentence as a passive modal sentence.

Doctors must administer this medication twice daily. →

Nurses should monitor patients every four hours. →

You ought to take this medicine with water. →

Researchers may discover a new treatment soon. →

SLO G.5.5 | WEEK Week 2 | THEME Healthy Choices & Consequences | STAGE Stage 9

GRAMMAR · UNIT 2

Mixed Conditionals

G.5.5 · Combining 2nd and 3rd conditional forms

Mixed conditionals combine elements of the 2nd and 3rd conditionals to express relationships between different time frames.

 RULE

TYPE 1 — Past condition → Present result:

If + past perfect, ... would + base form

→ If she had studied medicine, she would be a doctor now.

TYPE 2 — Present condition → Past result:

If + past simple, ... would have + past participle

→ If he were more careful, he would not have made those mistakes.

 EXAMPLES

- If we **had invested** in public health earlier, the system **would be** stronger today.
- If she **were not allergic** to penicillin, the doctor **would have prescribed** it.



EXAM TIP

Ask: Is the condition past or present? Is the result past or present? Then choose the matching structure.

Mixed Conditionals

1 SENTENCE TRANSFORMATION Exercise 1

Rewrite using mixed conditionals as indicated.

She didn't get vaccinated. She is sick now. → (past → present)

He is careless. He had an accident last week. → (present → past)

They didn't follow the diet. They are overweight today. → (past → present)

2 IDENTIFY THE TYPE Exercise 2

Write Type 1 (past→present) or Type 2 (present→past) for each sentence.

If she had taken her vitamins, she would feel better now.

If he were more disciplined, he would not have gained so much weight.

If they had invested in healthcare, the system would be stronger today.

If I were not allergic to penicillin, the doctor would have prescribed it.

If we had started the treatment earlier, the patient would be recovering now.

Mixed Conditionals

3 COMPLETE THE SENTENCE Exercise 3

Complete each mixed conditional sentence.

If she had followed the diet plan, she _____ (be) much healthier now.

If he _____ (not be) so careless, he would not have caused the accident.

If we had acted sooner, the outbreak _____ (not spread) so widely.

If the doctors _____ (diagnose) it earlier, she would be fully recovered now.

If I were not afraid of injections, I _____ (get) the vaccine months ago.

4 GAP FILL Exercise 4

Complete with the correct mixed conditional form.

If the scientist _____ (publish) her findings last year, doctors _____ (use) the treatment today.

If he _____ (be) more physically active, he _____ (not suffer) that heart attack.

If they _____ (not ignore) the early symptoms, she _____ (feel) much better now.

If I _____ (know) about the drug interaction, I _____ (not take) both tablets.

Mixed Conditionals

G.5.5

5 ERROR CORRECTION **Exercise 5**

Each sentence has one error. Correct it.

If she had studied medicine, she would been a doctor now.

If he were more careful, he would not made those mistakes.

If we had started earlier, the project would be finish now.

If I had taken the advice, I would not feel so tire now.

SLO G.18.1/2/3 | WEEK Week 5 | THEME Health Presentations & Pandemic | STAGE Stage 9

GRAMMAR · UNIT 3

Reported Speech

G.18.1/2/3 · Backshift, reporting verbs and transformations

Reported speech is used when we report what someone said. We change the tense (backshift), pronouns and time expressions.

 RULE

Backshift: present simple → past simple | present continuous → past continuous | past simple → past perfect | will → would | can → could

Time: today → that day | now → then | tomorrow → the next day

 EXAMPLES

- Direct: "The virus is spreading rapidly." Reported: The scientist said **the virus was spreading rapidly**.
- Direct: "I will publish the results tomorrow." Reported: He announced that **he would publish the results the next day**.



EXAM TIP

Use a range of reporting verbs: claimed, argued, noted, emphasised, warned.

Reported Speech

1 MULTIPLE CHOICE Exercise 1

Choose the correct reported speech form.

"I am feeling much better," the patient told the doctor. A) he is feeling much better B) he was feeling much better C) he felt much better D) he would feel much better

"We will find a cure," the researchers announced. A) they would find a cure B) they will find a cure C) they could find a cure D) they had found a cure

2 TRANSFORM TO REPORTED SPEECH Exercise 2

Rewrite each sentence in reported speech.

"The virus is spreading rapidly," the scientist said.

"We will publish the results next week," the researchers announced.

"You must reduce your stress levels," the doctor told her.

"I have been feeling unwell since Monday," the patient said.

"Can you explain the symptoms?" the nurse asked.

"We may have found a cure," the team announced.

"You should not take more than two tablets a day," the pharmacist advised.

Reported Speech

3 CHOOSE THE REPORTING VERB Exercise 3

Select the most appropriate reporting verb.

The doctor _____ (said / advised) her to rest for a week.

The patient _____ (denied / announced) taking any other medication.

The nurse _____ (warned / suggested) that the injection might sting.

The scientist _____ (claimed / asked) that the new drug was effective.

The researcher _____ (wondered / argued) that more funding was needed.

4 BACKSHIFT TABLE Exercise 4

Rewrite each direct speech item in reported speech — focus on tense backshift.

"I am working on the vaccine." → She said...

.....

.....

"We have tested 500 patients." → They reported...

.....

.....

"It will be ready by June." → He promised...

.....

.....

"We discovered the mutation yesterday." → The team stated...

.....

.....

"The trial can begin next month." → She confirmed...

.....

.....

SECTION 2

Vocabulary Revision

2

Thematic word lists and exercises aligned to Term 3 topics

Curriculum Alignment: Grade 12 Advanced · Term 3 · Chapter 5: Healthy Mind, Healthy Body · 2025 – 2026

Teacher: Mourad Mekki | **School:** Al Khazna School | **MoE Alignment:** UAE CCG Stage 9

VOCABULARY · UNIT 1

Health & the Body

Healthy Mind, Healthy Body — Week 1-2

WORD	PART OF SPEECH	DEFINITION	EXAMPLE	ARABIC	SYNONYMS
cardiac	<i>adjective</i>	relating to the heart	<i>He suffered a cardiac arrest during the marathon.</i>	قلبي	heart-related, coronary
fatigue	<i>noun</i>	extreme tiredness	<i>Chronic fatigue can be a symptom of anaemia.</i>	إرهاق / تعب	exhaustion, weariness
susceptible	<i>adjective</i>	likely to be affected by something	<i>Elderly people are more susceptible to infections.</i>	عرضة لـ	vulnerable, prone
contagious	<i>adjective</i>	spread from one person to another	<i>Influenza is a highly contagious disease.</i>	معدٍ	infectious, transmissible
vaccination	<i>noun</i>	the process of immunising against a disease	<i>Annual flu vaccination is recommended for all adults.</i>	تطعيم / لقاح	immunisation, inoculation
therapeutic	<i>adjective</i>	having a healing or beneficial effect	<i>Exercise can have therapeutic benefits for mental health.</i>	علاجي	healing, curative

VOCABULARY · UNIT 1 — PRACTICE EXERCISES

Healthy Mind, Healthy Body — Week 1–2

Health & the Body

1 MATCH DEFINITION Vocabulary Exercise 1

Match each word (1–6) with its correct definition (A–F).

1. cardiac
2. fatigue
3. contagious
4. susceptible
5. vaccination
6. therapeutic

OPTIONS

- A. extreme tiredness
- B. having a healing or beneficial effect
- C. relating to the heart
- D. likely to be affected by something
- E. the process of immunising against a disease
- F. spread from one person to another

2 GAP FILL Vocabulary Exercise 2

Complete each sentence with the correct word: *cardiac · fatigue · susceptible · contagious · vaccination · therapeutic*.

1. Regular _____ is the most effective way to prevent seasonal flu.
2. Elderly people are more _____ to infections than younger adults.
3. The _____ arrest was caused by a blocked artery.
4. Swimming has _____ benefits for people recovering from injury.
5. Measles is highly _____, so isolation is essential.
6. Chronic _____ can be a sign of an underlying health condition.

VOCABULARY · UNIT 1 — PRACTICE EXERCISES

Health & the Body

Healthy Mind, Healthy Body — Week 1-2

3 TRUE OR FALSE Vocabulary Exercise 3

Write TRUE or FALSE and correct the false statements.

1. "Cardiac" relates to the lungs.

.....

2. "Contagious" means spread from one person to another.

.....

3. "Fatigue" means feeling full of energy.

.....

4. A "therapeutic" effect is one that is harmful.

.....

5. "Vaccination" is the process of immunising against disease.

.....

4 WORD FORMS Vocabulary Exercise 4

Complete the table with the correct word forms.

Noun: vaccination → Verb:	Adjective:		
Noun: → Adjective: cardiac	Related verb:		
Noun: fatigue → Adjective:	Verb:		
Noun: therapy → Adjective:	Verb:		
✓ vaccinate / vaccinated	✓ cardiology / to have a cardiac event	✓ fatigued / to fatigue	✓ therapeutic / to treat

VOCABULARY · UNIT 2

Health, Stress & Lifestyle

Healthy Mind, Healthy Body — Week 2-8

WORD	PART OF SPEECH	DEFINITION	EXAMPLE	ARABIC	SYNONYMS
well-being	<i>noun</i>	the state of being comfortable, healthy, or happy	<i>Mental well-being is just as important as physical health.</i>	رفاهية / صحة نفسية	welfare, health, happiness
resilience	<i>noun</i>	the ability to recover from difficulties	<i>Building resilience helps people cope with setbacks.</i>	المرونة / القدرة على الصمود	toughness, adaptability
holistic	<i>adjective</i>	dealing with the whole rather than parts	<i>A holistic approach to health addresses body, mind and spirit.</i>	شمولي / كلي	comprehensive, integrated
detriment	<i>noun</i>	a cause of harm or damage	<i>Overwork can be to the detriment of mental health.</i>	ضرر / أذى	harm, damage, disadvantage
moderation	<i>noun</i>	the avoidance of excess or extremes	<i>Eating in moderation is one of the keys to a healthy lifestyle.</i>	الاعتدال	restraint, temperance, balance

VOCABULARY · UNIT 2 — PRACTICE EXERCISES

Health, Stress & Lifestyle

Healthy Mind, Healthy Body — Week 2-8

1 GAP FILL Vocabulary Exercise 1

Complete each sentence with the correct word from the box.

well-being · resilience · holistic · detriment · moderation

1. Doctors are now adopting a more _____ approach, treating the patient as a whole.
2. Developing _____ is essential for coping with the pressures of modern life.
3. Staying up all night before an exam can be to the _____ of your performance.
4. Everything should be enjoyed in _____.

2 GAP FILL Vocabulary Exercise 2

Complete with: well-being · resilience · holistic · detriment · moderation · Faustian bargain · contingent on · self-actualization.

1. A _____ approach treats the patient as a whole person, not just a set of symptoms.
2. Sacrificing sleep for exam results can be a _____ — the cost is too high.
3. Academic success is _____ consistent effort over a long period of time.
4. Excessive exercise can be to the _____ of your health.
5. Maslow placed _____ at the top of his hierarchy of needs.
6. Eating everything in _____ is one key to a balanced lifestyle.
7. Building _____ helps people bounce back from setbacks.
8. Schools should care about emotional _____, not just academic results.

VOCABULARY · UNIT 2 — PRACTICE EXERCISES

Health, Stress & Lifestyle

Healthy Mind, Healthy Body — Week 2–8

3 SENTENCE WRITING Vocabulary Exercise 3

Write ONE original sentence using each word correctly.

well-being

resilience

holistic

detriment

SECTION 3

Reading Comprehension

Extended reading passages with exam-style question types

3

Curriculum Alignment: Grade 12 Advanced · Term 3 · Chapter 5: Healthy Mind, Healthy Body · 2025 – 2026

Teacher: Mourad Mekki | **School:** Al Khazna School | **MoE Alignment:** UAE CCG Stage 9

READING · PASSAGE 1

Fun? It'll Cost Ya — Stress & Sacrifice

ENG.09.RV.S.3.3

Fun? It'll Cost Ya — Stress & Sacrifice

Health, Stress and Academic Pressure · Read carefully

[1] From the moment students enter secondary school, the implicit message is clear: sacrifice now, reap rewards later. This Faustian bargain — trading youth, sleep, and spontaneity for grades, rankings and university offers — has become so normalised that students rarely question it.

[2] The consequences, however, are anything but abstract. Research consistently shows that sleep-deprived adolescents perform worse on cognitive tasks, demonstrate lower emotional resilience, and are at greater risk of developing anxiety disorders. The pressure to perform exists in full force, yet the tools to manage that pressure are rarely taught in the same classrooms that generate it.

[3] Some argue that stress is not inherently detrimental — that it can, in the right doses, sharpen focus and motivate action. Eustress, or positive stress, propels people forward. But the distinction between eustress and chronic stress is one that many overstretched students are poorly equipped to identify, let alone manage.

READING · PASSAGE 1 — COMPREHENSION QUESTIONS

Fun? It'll Cost Ya — Stress & Sacrifice

ENG.09.RV.S.3.3

COMPREHENSION QUESTIONS

1 **MULTIPLE CHOICE** Choose the best answer (A, B, C or D) for each question.

1. The phrase "Faustian bargain" in paragraph 1 suggests that students are: A) making a sensible and necessary sacrifice. B) trading something valuable for potentially damaging long-term gains. C) getting more than they give up. D) choosing leisure over academic work.
2. According to the writer, why is the distinction between eustress and chronic stress important? A) Because chronic stress improves exam results. B) Because students are rarely taught to tell the difference. C) Because eustress has no benefit for students. D) Because stress never has a positive effect on performance.

2 **SHORT ANSWER** Answer using your own words.

3. What does the writer mean by "the tools to manage that pressure are rarely taught"? (2 marks)

4. What word in paragraph 3 means "to drive forward with energy"? (1 mark)

READING · PASSAGE 2

Is Alternative Therapy Right for You?

ENG.09.RV.CS.7.1

Is Alternative Therapy Right for You?

Health Choices, Alternative Medicine · Read carefully

[1] The wellness industry has expanded significantly in recent years, with millions now turning to alternative therapies such as acupuncture, herbal medicine, mindfulness and homeopathy as supplements — or even alternatives — to conventional medical treatment.

[2] Proponents of integrative medicine argue that a holistic, personalised approach is precisely what a healthcare system overwhelmed by one-size-fits-all solutions needs. They point to a growing body of evidence supporting practices such as mindfulness-based stress reduction and acupuncture for chronic pain.

[3] Sceptics, however, caution that the regulatory landscape for alternative therapies remains inconsistent. Unlike pharmaceutical drugs, which must undergo rigorous clinical trials before approval, many alternative treatments are not subject to the same evidentiary standards.

READING · PASSAGE 2 — COMPREHENSION QUESTIONS

Is Alternative Therapy Right for You?

ENG.09.RV.CS.7.1

COMPREHENSION QUESTIONS

1 TRUE / FALSE / NOT GIVEN Write TRUE, FALSE or NOT GIVEN.

1. The wellness industry has grown considerably in recent years.

2. All alternative therapies have been proven effective through clinical trials.

3. Patients should consult doctors before starting alternative treatments.

2 SHORT ANSWER Answer in your own words.

4. What does "placebo-driven" imply about alternative therapies? (2 marks)

5. What is the writer's overall tone? Justify with reference to the text. (3 marks)

SECTION 4

Writing Practice

Guided writing tasks with planners, models and success criteria

4

Curriculum Alignment: Grade 12 Advanced · Term 3 · Chapter 5: Healthy Mind, Healthy Body · 2025 – 2026

Teacher: Mourad Mekki | **School:** Al Khazna School | **MoE Alignment:** UAE CCG Stage 9

WRITING · TASK 1 · ADVANTAGES–DISADVANTAGES ESSAY

Advantages & Disadvantages Essay

Week 4

✍ WRITING TASK

Some people believe that individuals should be entirely responsible for their own health choices, while others argue that governments should actively promote healthy lifestyles. Discuss the advantages and disadvantages of government intervention in personal health choices. Give reasons for your answer and include relevant examples. (Write approximately 250–350 words.)

Learning Outcome:

📖 USEFUL VOCABULARY

intervention

autonomy

regulation

well-being

incentive

campaign

consequence

obesity

taxation

moderation

➤ SENTENCE STARTERS

→ One significant advantage of government intervention is...

→ On the other hand, individuals have the right to...

→ However, critics argue that this approach...

→ In conclusion, while the benefits...

📅 PLANNING ORGANISER

Introduction — State the issue & thesis

Paragraph 2 — Advantages

Paragraph 3 — Disadvantages

Conclusion — Balanced summary

✓ SELF-ASSESSMENT CHECKLIST

☐ Clear introduction with position stated

☐ Range of linking words used

☐ Proofread for grammar: modals, conditionals, passive voice

☐ Two well-developed body paragraphs

☐ Formal/academic vocabulary throughout

Advantages & Disadvantages Essay

Week 4

YOUR WRITING

Handwriting practice area with horizontal lines.

Advantages & Disadvantages Essay

Week 4

♦ MODEL ANSWER (TEACHER VERSION)

Health policy represents one of the most contested intersections of public interest and personal freedom. While many support governmental efforts to promote healthy living, others contend that such interference undermines individual autonomy.

Governmental health campaigns can produce measurable societal benefits. Anti-smoking legislation, sugar taxes, and public fitness initiatives have demonstrably reduced instances of preventable illness. Furthermore, the economic burden of treating lifestyle-related diseases falls partly on public healthcare systems, giving governments a legitimate interest in prevention.

However, mandating healthy behaviour risks infantilising citizens and eroding personal responsibility. Critics argue that taxation on unhealthy products disproportionately affects lower-income groups and that awareness campaigns can feel paternalistic rather than empowering.

In conclusion, while government intervention in public health can yield significant benefits, it must be implemented thoughtfully to avoid overreach. A balanced approach — one that educates and incentivises rather than dictates — is most likely to foster a genuinely health-conscious society.

BAND	SUCCESS CRITERIA
A	Fully developed arguments; sophisticated vocabulary; accurate complex grammar; clear structure.
B	Well-developed points; good range of vocabulary; mostly accurate grammar with minor errors.
C	Basic arguments; some vocabulary variety; grammar errors that occasionally impede meaning.
D	Limited development; restricted vocabulary; frequent errors; limited cohesion.

SECTION 5

Appendices & Reference

Grammar reference tables, connectors and revision aids

5

Curriculum Alignment: Grade 12 Advanced · Term 3 · Chapter 5: Healthy Mind, Healthy Body · 2025 – 2026

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APPENDIX 1

Modal Verbs — Summary Table

MODAL	MEANING	EXAMPLE (ACTIVE)	PASSIVE FORM
must	Necessity / obligation	You must exercise daily.	Patients must be monitored.
should	Advice / recommendation	You should drink more water.	Medicines should be stored safely.
can	Ability / possibility	Exercise can reduce stress.	Stress can be reduced by exercise.
might / may	Possibility	Stress might cause illness.	Illness might be caused by stress.
could	Possibility / suggestion	A better diet could help.	Health could be improved by diet.
ought to	Duty / recommendation	You ought to see a doctor.	A doctor ought to be consulted.



APPENDIX 2

Conditionals — Summary Chart

TYPE	IF CLAUSE	MAIN CLAUSE	USE	EXAMPLE
Zero	present simple	present simple	General truth	If you eat badly, your health suffers.
First	present simple	will + base	Real future	If you exercise, you will feel better.
Second	past simple	would + base	Hypothetical present	If I were a doctor, I would advise rest.
Third	past perfect	would have + PP	Hypothetical past	If she had rested, she would have recovered.
Mixed (1)	past perfect	would + base	Past cond → Present result	If I had studied medicine, I would be a doctor now.
Mixed (2)	past simple	would have + PP	Present cond → Past result	If he were careful, he would not have made that error.

APPENDIX 3

Essay Linking Words & Connectors

ADDING INFORMATION

Furthermore, Moreover, In addition, Additionally, Besides, What is more

CONTRASTING

However, Nevertheless, On the other hand, Although, Despite, In spite of, Whereas, While

CAUSE & EFFECT

Therefore, Consequently, As a result, Hence, Thus, Due to, Owing to, This leads to

CONCESSION

Admittedly, It is true that, While it is acknowledged, Even though, Granted that

GIVING EXAMPLES

For example, For instance, Such as, To illustrate, A case in point is

CONCLUDING

In conclusion, To conclude, In summary, Overall, Ultimately, On balance, To sum up

EXPRESSING OPINION

In my opinion, I strongly believe, It is my view that, It seems clear that, I am convinced that

SEQUENCING

Firstly, Secondly, Subsequently, Finally, Initially, Then, Next

APPENDIX 4

Common Reported Speech Transformations

DIRECT SPEECH	REPORTED SPEECH	RULE
"I am tired."	He said he was tired.	present simple → past simple
"She is working."	He said she was working.	present cont. → past cont.
"They have finished."	He said they had finished.	present perfect → past perfect
"I will help you."	She said she would help me.	will → would
"You must rest."	The doctor said I had to rest.	must → had to
"Can you come?"	She asked if I could come.	can → could

SECTION 6

Exam Tips & Study Skills

Grammar Revision

Review each grammar structure with three example sentences — one positive, one negative, one question. Use the appendix tables to check your understanding before each exam.

Vocabulary Strategies

Group vocabulary by theme and part of speech. Practise using words in your own sentences. Pay attention to collocations and preposition patterns.

Reading Techniques

Always skim the passage for the main idea first. Read the questions carefully before scanning for specific information. Underline key words in both the question and the text.

Writing Planning

Plan your essay before writing. Use a clear introduction, structured body paragraphs (PEEL: Point, Evidence, Explanation, Link), and a strong conclusion. Proofread for grammar and vocabulary accuracy.

Time Management

Allocate time carefully: 5 minutes planning, 30 minutes writing, 5 minutes proofreading. Do not spend more than 2 minutes on any single reading question.

Final Advice

Consistency is more powerful than intensity. Revise a little every day, be honest about what you find difficult, and seek help early. You have the tools — now use them systematically.

"The expert in anything was once a beginner."

— Mourad Mekki · Al Khazna School

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Prepared by Mourad Mekki · CCG Stage 9 Aligned