

بسم الله الرحمن الرحيم



وكالة الوزارة للتخطيط والتطوير  
الإدارة العامة للتأهيل  
مشروع تطوير اللغة الانجليزية

# الدليل الإرشادي لإعداد وتوزيع درجات

## اختبار نهائي الفصل الدراسي

وزارة التربية والتعليم  
مادة اللغة الانجليزية

للعام الدراسي ١٤٣٤/١٤٣٥هـ

التوزيع المقترح لدرجات اختبار نهاية الفصل الدراسي لمادة اللغة الإنجليزية  
(المرحلتين المتوسطة والثانوية)

**Suggested Distribution of the English Language Marks  
for Intermediate and Secondary Stages**

Items	Stage	المرحلة الثانوية Secondary Stage								
		المرحلة المتوسطة Intermediate Stage			النظام السنوي Annual System			نظام المقررات Credit Sec. System		
		1 <sup>st</sup> Grade	2 <sup>nd</sup> Grade	3 <sup>rd</sup> Grade	1 <sup>st</sup> Grade	2 <sup>nd</sup> Grade	3 <sup>rd</sup> Grade	Level 1 & 2	Level 3 & 4	Level 5 & 6
Composition (guided / free)		5	5	5	6	6	7	8	10	12
Reading Comprehension		5	5	5	6	6	5	12	12	12
Grammar		6	6	6	6	6	6	10	10	8
Vocabulary		5	5	5	6	6	6	10	8	8
Orthography (Spelling)		3	3	3	-	-	-	-	-	-
<b>Total Written Test Marks</b>		<b>24</b>	<b>24</b>	<b>24</b>	<b>24</b>	<b>24</b>	<b>24</b>	<b>40</b>	<b>40</b>	<b>40</b>
Continuous Oral Evaluation (Listening Comprehension & Speaking)		6	6	6	6	6	6	10	10	10
<b>TOTAL</b>		<b>30</b>	<b>30</b>	<b>30</b>	<b>30</b>	<b>30</b>	<b>30</b>	<b>50</b>	<b>50</b>	<b>50</b>

على المعلم / المعلمة مراعاة ما يلي:

- مراعاة مواصفات الاختبار الجيد عند إعداد الأسئلة، ومن أهمها: الصدق، والشمول، والموضوعية، والوضوح، والسلامة من الأخطاء، وعدم التلميح للإجابة.
- تنوع الأسئلة وعدم الافتقار على سؤال واحد يستغرق جميع درجة السؤال، خصوصاً في التعبير والقواعد وغيرها.
- أن يشمل الاختبار كتاب النشاط وما تم شرحه على حد سواء.
- التقيد بالتوزيع الجديد وما يتضمنه من مجالات للأسئلة، وعدم تضمين الاختبار بعض الأسئلة مثل: الخط، الأسئلة العامة، والمحادثة.
- يراعى في التقويم الشفوي المستمر Continuous Oral Evaluation تنوع أساليب التقويم مثل: Role-Play, Conversation, Situations وغيرها خلال الفصل الدراسي، وتقسم الدرجة بالتساوي بين مهارتي Listening Comprehension و Speaking. تحتفظ المدرسة بكشف درجات التقويم الشفوي للطلاب مع أوراق إجابات الاختبار التحريري لكونه جزء من درجة الاختبار النهائي.
- تحدد فترات للتقويم الشفوي المستمر Continuous Oral Evaluation خلال الفصل الدراسي.

## ضوابط إعداد وتوزيع درجات اختبار نهاية الفصل الدراسي للمرحلة المتوسطة

### I- Composition (guided/Free):

Objective Level	Comprehension and synthesis
Type	Subjective Students write about a certain topic using an optional (word bank or pictures)
Topics	Related to the units
Suggested types of Questions	a- Write about .... (a certain topic) b- Use the following word bank or phrases to write about.... ( a certain topic) c- Using the following graph or table; write about..... d- Write a story about the pictures. e- Write a letter.... In which you mention ..... f- Rearrange the pictures according to the story. g- Match the pictures with the sentences. h- Rewrite the story according to the pictures.
Note:	Marks for this question are distributed as follows: 2 marks on ideas , 1 mark on structure and 2 marks on writing techniques (capitalization, letter formation, punctuation & spacing)
Total Marks	( 5 )marks (2 ideas- 1 structure- 2 mechanism of writing)

### II- Reading Comprehension:

Objective Level	Comprehension and analysis
Type	Subjective and objective Students read an <b>unseen</b> passage and answer questions about it
Possible topics	Related to the studied vocabulary
Suggested Items for Questions	a- WH question b- Yes/No Question c- Complete d- True/false statements e- MCQ ( Multiple Choice Questions) such as: choose a title for the reading passage. f- Meaning /Synonyms / Antonyms of the under lined words.
Number of Items	The teacher can <b>add</b> and choose from the above to the total of (5) marks.
Total Marks	( 5 ) marks

### III- Grammar:

Objective Level	Knowledge, comprehension, Application and synthesis
Type	Objective
Possible topics	All units
Suggested Items for Questions	<p>a- MCQ ( Multiple Choice Questions )</p> <p>b- Do as shown between brackets</p> <ul style="list-style-type: none"> <li>• arrange the words to form correct sentences or rearrange the following... (unscramble...)</li> <li>• correct the verb</li> <li>• form a question</li> <li>• Answer the question</li> <li>• change into negative or give the negative form</li> <li>• add ( a suffix : ed, ing, s, er, ...)</li> </ul>
Number of Items	The teacher can <b>add</b> and choose from the above to the total of (6) marks.
Total Marks	( 6 ) marks

### IV- Vocabulary:

Objective Level	Comprehension, Application, Knowledge and Synthesis
Type	Objective and subjective
Possible topics	All units
Suggested Items for Questions	<p>a- Match the words(countries &amp; nationalities/ verbs &amp; nouns or jobs / opposites etc.) in column(A) with (B)</p> <p>b- Give the opposite of the words</p> <p>c- MCQ ( Multiple Choice Questions )</p> <p>d- Match the words with the pictures</p> <p>e- Mark the odd word</p> <p>f- Rearrange (e.g. the days of the week or months)</p> <p>g- Write the words under the pictures; giving</p> <p>h- Drawing ( e.g. the hands of clock/ write the time)</p> <p>i- Choose words from a list.</p>
Number of Items	The teacher can <b>add</b> and choose from the above questions; giving a half mark for each point to the total of (5) marks.
Total Marks	( 5 ) marks

## V- Orthography:

Objective Level	Knowledge, Application and Synthesis
Type	Objective
Possible topics	All units
Suggested Items for Questions	a- Complete the missing letters b- Choose the correct vowel or consonant. c- Complete the spelling of the words under the picture d- Rearrange the letters to form the correct word under the picture. e- Match column(A) with (B): (the words are divided into two halves ex. pi + lot )
Number of Items	The teacher can <b>add</b> and choose from the above to the total of ( 3 ) marks
Total Marks	( 3 ) marks

## VI- Continuous Oral Evaluation ( speaking & listening comprehension): (6 marks)

The teacher evaluates students through the whole term using multiple evaluation methods such as Role-Play, conversation or presentations. The 6 marks are divided into to 3 marks for speaking and 3 for listening. The speaking skill marks are distributed as follows: ( 1 mark on ideas, 1 mark on pronunciation, 1 mark on fluency); whereas the listening comprehension marks are given according to the student's answers that reflect her/her understanding. Questions on the listening skill should assess students' comprehension of a passage, a dialogue or a presentation. The school/ teacher should keep record of his/her students' progress in a separate sheet and attach it with students' final test answer sheets.

وزارة التربية والتعليم  
Ministry of Education

ضوابط إعداد وتوزيع درجات اختبار نهاية الفصل الدراسي للمرحلة الثانوية (النظام السنوي)

الصف الأول/ الثاني ثانوي

I- Composition (guided/Free):

Objective Level	Comprehension and synthesis
Type	Subjective Students write about a certain topic using an optional (word bank or pictures)
Topics	Related to the units
Suggested types of Questions	a- Write about .... (a certain topic/ situation) b- Use the following word bank /phrases to write about... (a certain topic) c- Using the following graph or table; write about... d- Write a letter/ an email in which you mention ... e- Write a report about... (e.g. your trip) f- Write a paragraph describing the picture(s).
Note:	Marks for this question are distributed as the following: 2 marks on coherence (ideas), 2 marks on cohesion (connectors and structure), 2 mark on the writing techniques (capitalization, letter formation, punctuation & spacing) and 1 mark for spelling.
Total Marks	( 6 )marks

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II- Reading Comprehension:

Objective Level	Comprehension and analysis
Type	Subjective and objective Students read an <b>unseen</b> passage and answer questions about it
Possible topics	Related to the studied vocabulary
Suggested Items for Questions	a- WH question b- Yes/No Question c- True/false statements d- MCQ ( Multiple Choice Questions) e- Give a suitable title for the passage f- Meaning /Synonymies / Antonymic of the under lined words.
Number of Items	The teacher can <b>add</b> and choose from the above to the total of (6) marks.
Total Marks	( 6 ) marks



### III- Grammar:

Objective Level	Knowledge, comprehension , application and synthesis
Type	Objective
Possible topics	All units
Suggested Items for Questions	a- MCQ ( Multiple Choice Questions ) b- Do as shown between brackets <ul style="list-style-type: none"><li>• arrange the words to form correct sentences</li><li>• correct the verb</li><li>• form a question</li><li>• Answer the question.</li><li>• change into negative/ passive.</li></ul>
Number of Items	The teacher can <b>add</b> and choose from the above to the total of (6) marks.
Total Marks	( 6 ) marks

### IV- Vocabulary:

Objective Level	Comprehension, Application , Knowledge and Synthesis
Type	Objective and subjective
Possible topics	All units
Suggested Items for Questions	a- Match the words in column(A) with (B) b- Give the meaning /synonyms / antonyms of the under lined words. c- MCQ ( Multiple Choice Questions ) d- Match the words with the pictures e- Completion f- Mark the odd word g- Write the words under the pictures
Number of Items	The teacher can <b>add</b> and choose from the above; giving a half mark for each point to the total of ( 6 ) marks
Total Marks	( 6 ) marks

### V- Continuous Oral Evaluation ( speaking & listening comprehension): (6 marks)

The teacher evaluates students through the whole term using multiple evaluation methods such as Role-Play, conversation or presentations. The 6 marks are divided into to 3 marks for speaking and 3 for listening. The speaking skill marks are distributed as follows: ( 1 mark on ideas, 1 mark on pronunciation, 1 mark on fluency); whereas the listening comprehension marks are given according to the student's answers that reflect her/her understanding. Questions on the listening skill should assess students' comprehension of a passage, a dialogue or a presentation. The school/ teacher should keep record of his/her students' progress in a separate sheet and attach it with students' final test answer sheets.

ضوابط إعداد وتوزيع درجات اختبار نهاية الفصل الدراسي للمرحلة الثانوية (النظام السنوي)

الصف الثالث ثانوي

I- Composition (guided/Free):

Objective Level	Comprehension, synthesis and creation
Type	Subjective Students write about a certain topic using an optional (word bank or pictures)
Topics	Related to the units
Suggested types of Questions	a- Write about .... (a certain topic) b- Use the following word bank or phrases to write about.... ( a certain topic) c- Using the following graph or table; write about... d- Write a story about the pictures. e- Write an email to a friend in which you mention ... f- Write a report about ... (e.g.. your trip) g- Write your CV to apply to a university.
Note:	Marks for this question are distributed as the following: 3 marks on coherence (ideas and lexical choice), 2 marks on cohesion (connectors and structure), 2 mark on the writing techniques (capitalization, letter formation, punctuation & spacing) and 1 mark for spelling.
Total Marks	( 7 )marks

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II- Reading Comprehension:

Objective Level	Comprehension and analysis
Type	Subjective and objective Students read an <b>unseen</b> passage and answer questions about it
Possible topics	Related to the vocabulary that students are acquainted with.
Suggested Items for Questions	a- WH question b- Yes/No Question c- True/false statements d- MCQ ( Multiple Choice Questions): • The proper title for the passage is... • The pronoun (...) refers to ...
Number of Items	The teacher can <b>add</b> and choose from the above to the total of (5) marks.
Total Marks	( 5 ) marks



### III- Grammar:

Objective Level	Knowledge, comprehension, Application and synthesis
Type	Objective
Possible topics	All units
Suggested Items for Questions	a- MCQ ( Multiple Choice Questions ) b- Do as shown between brackets <ul style="list-style-type: none"><li>• arrange the words to form correct sentences</li><li>• correct the verb</li><li>• form a question</li><li>• Answer the question.</li><li>• change into negative</li></ul>
Number of Items	The teacher can <b>add</b> and choose from the above to the total of (6) marks. The questions depend on the grammatical content students have studied
Total Marks	( 6 ) marks

### IV- Vocabulary:

Objective Level	Comprehension + Application + Knowledge+ Synthesis
Type	Objective/subjective
Possible topics	All units
Suggested Items for Questions	a- Match the words in column(A) with (B) b- Give the opposite of the words c- MCQ ( Multiple Choice Questions ) d- Match the words with the pictures e- Completion f- Mark the odd word g- Write the words under the pictures
Number of Items	The teacher can <b>add</b> and choose from the above; giving a half mark for each point to the total of ( 6 ) marks
Total Marks	( 6 ) marks

### V- Continuous Oral Evaluation ( speaking & listening comprehension): (6 marks)

The teacher evaluates students through the whole term using multiple evaluation methods such as Role-Play, conversation or presentations. The 6 marks are divided into to 3 marks for speaking and 3 for listening. The speaking skill marks are distributed as follows: ( 1 mark on ideas, 1 mark on pronunciation, 1 mark on fluency); whereas the listening comprehension marks are given according to the student's answers that reflect her/her understanding. Questions on the listening skill should assess students' comprehension of a passage, a dialogue or a presentation. The school/ teacher should keep record of his/her students' progress in a separate sheet and attach it with students' final test answer sheets.

ضوابط إعداد وتوزيع درجات اختبار نهاية الفصل الدراسي للمرحلة الثانوية (نظام المقررات)

المستوى الأول والثاني

I- Composition (guided/Free):

Objective Level	Comprehension, synthesis and creation
Type	Subjective Students write about a certain topic using an optional (word bank or pictures)
Topics	Related to the units
Suggested types of Questions	This question could be divided into two parts: 1- One question for free expression such as: a- Describe/ Express your feelings about a picture b- Discuss/ Debate this statement....providing facts and reasons to support your opinion c- Write about a happy incident that happened to you in the last month. d- Imagine .... e- Advise someone you love... 2- One question for guided writing such as: a- Write about a certain topic b- Use the following word bank or phrases to write about.... ( a certain topic) c- Using the following graph or table or diagram; write about..... d- Write a story about the pictures. e- Write an email in which you mention... f- Fill the following (hospital/ university) application g- summarize this newspaper report
Note:	Marks for this question are divided into: 1- ( 5 marks) for guided writing; distributed as the following: 2 marks on coherence (ideas and lexical choice), 1 marks on cohesion (connectors and structure), 1 mark on the writing techniques and 1 mark on spelling. 2- (3 marks) for free expression; distributed as the following: 2 marks on ideas, half a mark on structure and half a mark on spelling .
Total Marks	( 8 )marks

## II- Reading Comprehension:

Objective Level	Comprehension and analysis
Type	Subjective + Objective Students read an <b>unseen</b> passage and answer questions about it
Possible topics	Related to the vocabulary that students are acquainted with
Suggested Types of Questions	a- WH question b- Yes/No Question c- True/false statements d- MCQ ( Multiple Choice Questions e- Give the main idea f- Give the title g- Give Meaning /Synonyms / Antonyms of the under lined words. h- Extract from the passage
Number of Items	The teacher can <b>add</b> and choose from the above to the total of (12) marks.
Total Marks	( 12 ) marks

## III- Grammar:

Objective Level	Knowledge , comprehension, Application and synthesis
Type	Objective
Possible topics	All units
Suggested Types of Questions	a- MCQ ( Multiple Choice Questions ) b- Do as shown between brackets <ul style="list-style-type: none"><li>• arrange the words to form correct sentences</li><li>• correct the verb</li><li>• form a question</li><li>• Answer the question.</li><li>• change into negative</li></ul>
Number of Items	The teacher can <b>add</b> and choose from the above to the total of (10) marks.
Total Marks	( 10 ) marks

#### IV- Vocabulary:

Objective Level	Comprehension, Application, Knowledge and Synthesis
Type	Objective/subjective
Possible topics	All units
Suggested Types of Questions	a- Match the words in column(A) with (B) b- Give the opposite of the words c- MCQ ( Multiple Choice Questions ) d- Match the words with the pictures e- Completion f- Mark the odd word g- Write the words under the pictures h- Replace the underlined word with the correct choice.
Number of Items	The teacher can <b>add</b> and choose from the above; giving a half mark for each point to the total of ( 10 ) marks
Total Marks	( 10 ) marks

#### V- Continuous Oral Evaluation ( speaking & listening comprehension): (10 marks)

The teacher evaluates students through the whole term using multiple evaluation methods such as Role-Play, conversation or presentations. The 10 marks are divided into to 5 marks for speaking and 5 for listening. The speaking skill marks are distributed as follows: ( 2 mark on ideas, 2 mark on pronunciation, 1 mark on fluency); whereas the listening comprehension marks are given according to the student's answers that reflect her/her understanding. Questions on the listening skill should assess students' comprehension of a passage, a dialogue or a presentation. The school/ teacher should keep record of his/her students' progress in a separate sheet and attach it with students' final test answer sheets.

ضوابط إعداد وتوزيع درجات اختبار نهاية الفصل الدراسي للمرحلة الثانوية (نظام المقررات)

المستوى الثالث والرابع

I- Composition (guided/Free):

Objective Level	Comprehension, synthesis and creation
Type	Subjective Students write about a certain topic using an optional (word bank or pictures)
Topics	Related to the units
Suggested Types of Questions	This question should be divided into two parts: 1- One question for free expression such as: a- Express your feelings about this picture b- Discuss/ Debate this statement....providing facts and reasons to support your opinion c- Write about a happy incident that happened to you in the last month. d- Imagine .... e- Advise someone you love... 2- One question for guided writing such as: a- Write about a certain topic b- Use the following word bank or phrases to write about.... ( a certain topic) c- Using the following graph or table or diagram; write about..... d- Write a story about the pictures. e- Write an email in which you mention.... f- Fill the following (hospital/ university) application g- summarize this newspaper report
Note:	Marks for this question are divided into: 1- ( 7 marks) for guided writing; distributed as the following: 3 marks on coherence (ideas and lexical choice), 2 marks on cohesion (connectors and structure), 1 mark on the writing techniques and 1 mark on spelling. 2- (3 marks) for free expression; distributed as the following: 2 marks on ideas, half a mark on structure and half a mark on spelling .
Total Marks	( 10 )marks

## II- Reading Comprehension:

Objective Level	Comprehension and analysis
Type	Subjective + Objective Students read an <b>unseen</b> passage and answer questions about it
Possible topics	Related to the vocabulary that students are acquainted with
Suggested Types of Questions	a- WH question b- Yes/No Question c- True/false statements d- MCQ ( Multiple Choice Questions) e- Give the main idea f- Give the title g- Extract from the passage
Number of Items	The teacher can <b>add</b> and choose from the above to the total of (12) marks.
Total Marks	( 12 ) marks

## III- Grammar:

Objective Level	Knowledge , comprehension, Application and synthesis
Type	Objective
Possible topics	All units
Suggested Types of Questions	a- MCQ ( Multiple Choice Questions ) b- Do as shown between brackets <ul style="list-style-type: none"> <li>• arrange the words to form correct sentences</li> <li>• correct the verb</li> <li>• form a question</li> <li>• Answer the question.</li> <li>• change into negative</li> </ul>
Number of Items	The teacher can <b>add</b> and choose from the above; to the total of (10) marks.
Total Marks	( 10 ) marks

## IV- Vocabulary:

Objective Level	Comprehension, Application, Knowledge and Synthesis
Type	Objective/subjective
Possible topics	All units
Suggested Types of Questions	a- Match the words in column(A) with (B) b- Give the opposite of the words c- MCQ ( Multiple Choice Questions ) d- Match the words with the pictures e- Completion f- Mark the odd word g- Write the words under the pictures h- Replace the underlined word with the correct choice.
Number of Items	The teacher can <b>add</b> and choose from the above; giving a half mark for each point to the



	total of ( 8 ) marks
Total Marks	( 8 ) marks

#### V- Continuous Oral Evaluation ( speaking & listening comprehension): (10 marks)

The teacher evaluates students through the whole term using multiple evaluation methods such as Role-Play, conversation or presentations. The 10 marks are divided into to 5 marks for speaking and 5 for listening. The speaking skill marks are distributed as follows: ( 2 mark on ideas, 2 mark on pronunciation, 1 mark on fluency); whereas the listening comprehension marks are given according to the student's answers that reflect her/her understanding. Questions on the listening skill should assess students' comprehension of a passage, a dialogue or a presentation. The school/ teacher should keep record of his/her students' progress in a separate sheet and attach it with students' final test answer sheets.



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ضوابط إعداد وتوزيع درجات اختبار نهاية الفصل الدراسي للمرحلة الثانوية (نظام المقررات)

المستوى الخامس والسادس

I- Composition (guided/Free):

Objective Level	Comprehension, synthesis and creation
Type	Subjective Students write about a certain topic using an optional (word bank or pictures)
Topics	Related to the units
Suggested types of Questions	This question should be divided into two parts: 1- One question for free expression such as: a- Express your feelings about this picture b- Discuss/ Debate this statement....providing facts and reasons to support your opinion c- Write about a happy incident that happened to you in the last month. d- Imagine .... e- Advise someone you love... 2- One question for guided writing such as: a- Write about a certain topic b- Use the following word bank or phrases to write about.... ( a certain topic) c- Using the following graph or table or diagram; write about..... d- Write a story about the pictures. e- Write an email in which you mention.... f- Fill the following (hospital/ university) application g- summarize this newspaper report
Note:	Marks for this question are divided into: 1- ( 8 marks) for guided writing; distributed as the following: 3 marks on coherence (ideas and lexical choice), 3 marks on cohesion (connectors and structure), 1 mark on the writing techniques and 1 mark on spelling. 2- (4 marks) for free expression; distributed as the following: 2 marks on ideas, 1 mark on structure and 1 mark on spelling.
Total Marks	( 12 )marks

II- Reading Comprehension:

Objective Level	Comprehension and analysis
Type	Subjective + Objective Students read an <b>unseen</b> passage and answer questions about it
Possible topics	Related to the vocabulary that students are acquainted with
Suggested Types of Questions	a- WH question b- Yes/No Question c- True/false statements d- MCQ ( Multiple Choice Questions)

	e- Give the main idea f- Give the title g- Extract from the passage
Number of Items	The teacher can <b>add</b> and choose from the above to the total of (12) marks.
Total Marks	( 12 ) marks

### III- Grammar:

Objective Level	Knowledge , comprehension, Application and synthesis
Type	Objective
Possible topics	All units
Suggested Types of Questions	c- MCQ ( Multiple Choice Questions ) d- Do as shown between brackets: <ul style="list-style-type: none"> <li>• arrange the words to form correct sentences</li> <li>• correct the verb</li> <li>• form a question</li> <li>• Answer the question.</li> <li>• change into negative</li> </ul>
Number of Items	The teacher can <b>add</b> and choose from the above to the total of (8) marks.
Total Marks	(8) marks

### IV- Vocabulary:

Objective Level	Comprehension, Application, Knowledge and Synthesis
Type	Objective/subjective
Possible topics	All units
Suggested Types of Questions	a- Match the words in column(A) with (B) b- Give the opposite of the words c- MCQ ( Multiple Choice Questions ) d- Match the words with the pictures e- Completion f- Mark the odd word g- Write the words under the pictures h- Replace the underlined word with the correct choice.
Number of Items	The teacher can <b>add</b> and choose from the above; giving a half mark for each point to the total of ( 8 ) marks
Total Marks	( 8 ) marks

### V- Continuous Oral Evaluation ( speaking & listening comprehension): (10 marks)

The teacher evaluates students through the whole term using multiple evaluation methods such as Role-Play, conversation or presentations. The 10 marks are divided into to 5 marks for speaking and 5 for listening. The speaking skill marks are distributed as follows: ( 2 mark on ideas, 2 mark on pronunciation, 1 mark on fluency); whereas the listening comprehension marks are given according to the student's answers that reflect her/her understanding. Questions on the listening skill should assess students' comprehension of

a passage, a dialogue or a presentation. The school/ teacher should keep record of his/her students' progress in a separate sheet and attach it with students' final test answer sheets.

تم بحمد الله



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