ГОСУДАРСТВЕННОЕ ПРОФЕССИОНАЛЬНОЕ ОБРАЗОВАТЕЛЬНОЕ

УЧРЕЖДЕНИЕ ТУЛЬСКОЙ ОБЛАСТИ

 «ТУЛЬСКИЙ ЭКОНОМИЧЕСКИЙ КОЛЛЕДЖ»

 Утверждаю:

 Директор ГПОУ ТО «ТЭК»

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**РАБОЧая ПРОГРАММа УЧЕБНОЙ ДИСЦИПЛИНЫ**

**СГ.02 Иностранный язык в профессиональной деятельности**

**ПО ПРОГРАММЕ ПОДГОТОВКИ СПЕЦИАЛИСТОВ СРЕДНЕГО ЗВЕНА ПО СПЕЦИАЛЬНОСТИ СРЕДНЕГО ПРОФЕССИОНАЛЬНОГО ОБРАЗОВАНИЯ**

 **38.02.08 ТОРГОВОЕ ДЕЛО**

Щекино

2025

Рабочая программа учебной дисциплины разработана на основе Федерального государственного образовательного стандарта (далее – ФГОС) по специальности среднего профессионального образования (далее СПО) **38.02.08 Торговое дело**

Организация-разработчик: **Государственное профессиональное образовательное учреждение Тульской области «Тульский экономический колледж»**

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Рабочая программа рекомендована предметно-цикловой комиссией №1 Государственного профессионального образовательного учреждения Тульской области «Тульский экономический колледж»

Утверждена протоколом № от «\_\_\_\_\_» \_\_\_\_\_\_\_\_\_\_2025 года

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«\_\_\_\_»\_\_\_\_\_\_\_2025 года

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**1. ПАСПОРТ РАБОЧЕЙ ПРОГРАММЫ УЧЕБНОЙ ДИСЦИПЛИНЫ**

**«СГ.02 Иностранный язык в профессиональной деятельности»**

**1.1. Место дисциплины в структуре основной образовательной программы:**

Программа учебной дисциплины «Иностранный язык в профессиональной деятельности» является обязательной частью социально-гуманитарного цикла примерной основной образовательной программы в соответствии с ФГОС СПО по специальности **38.02.08 Торговое дело.**

Программа учебной дисциплины может быть использована в учреждениях СПО**.** Программа подходит для разработки плана индивидуального обучения студентов, а также для дополнительного образования при подготовке и переподготовке специалистов среднего звена в различных отраслях.  Для специальностей СПО как технического, так и социально-экономического профиля. В дополнительном профессиональном образованиии профессиональной подготовке работников, например в области информационных систем и программирования**.** В профессиональных образовательных организациях, которые реализуют образовательную программу среднего общего образования на базе основного общего образования.

 **1.2. Место учебной дисциплины в структуре программы подготовки специалистов среднего звена:** дисциплина входит в общий гуманитарный и социально-экономический цикл профессиональной подготовки.

 **1.3.** **Цели и задачи учебной дисциплины – требования к результатам освоения учебной дисциплины:**

**В результате освоения учебной дисциплины обучающийся должен уметь и знать:**

|  |  |
| --- | --- |
| Код ПК, ОК | Дисциплинарные результаты |
| Умения | Знания |
| ОК 01  | распознавать задачу и/или проблему в профессиональном и/или социальном контексте; анализировать задачу и/или проблему и выделять её составные части;  | актуальный профессиональный и социальный контекст, в котором приходится работать и жить;  |
| выявлять и эффективно искать информацию, необходимую для решения задачи и/или проблемы;  | основные источники информации и ресурсы для решения задач и проблем в профессиональном и/или социальном контексте; структуру плана для решения задач; |
| составлять план действия; | порядок оценки результатов решения задач профессиональной деятельности |
| определять необходимые ресурсы; |   |
| реализовывать составленный план;  |   |
| оценивать результат и последствия своих действий (самостоятельно или с помощью наставника) |   |
| ОК 02  | определять задачи для поиска информации; | приемы структурирования информации. |
| определять необходимые источники информации; |
| планировать процесс поиска; |
| структурировать получаемую информацию;  |
| выделять наиболее значимое в перечне информации; |
| оценивать практическую значимость результатов поиска; |
| оформлять результаты поиска, применять средства информационных технологий для решения профессиональных задач.  |
| ОК 09  | понимать общий смысл четко произнесенных высказываний на известные темы (профессиональные и бытовые),  | правила построения простых и сложных предложений на профессиональные темы; |
| понимать тексты на базовые профессиональные темы; | основные общеупотребительные глаголы (бытовая и профессиональная лексика); |
| участвовать в диалогах на знакомые общие и профессиональные темы; | лексический минимум, относящийся к описанию предметов, средств и процессов профессиональной деятельности; |
| строить простые высказывания о себе и о своей профессиональной деятельности; | особенности произношения; |
| кратко обосновывать и объяснять свои действия (текущие и планируемые); | правила чтения текстов профессиональной направленности |
| писать простые связные сообщения на знакомые или интересующие профессиональные темы |   |
| ПК 1.4. | * распознавать товары по ассортиментной принадлежности;
* формировать торговый ассортимент по результатам анализа потребности в товарах;
* применять средства и методы маркетинга для формирования спроса и стимулирования сбыта;
* рассчитывать показатели ассортимента;
* оформлять договоры с контрагентами
 | Оформлять документацию на поставку и реализацию товаров с использованием необходимых лексических единиц и грамматических конструкций |

**2. СТРУКТУРА И СОДЕРЖАНИЕ УЧЕБНОЙ ДИСЦИПЛИНЫ**

**2.1. Объем учебной дисциплины и виды учебной работы**

|  |  |
| --- | --- |
| **Вид учебной работы** | **Объем в часах** |
| **Максимальная учебная нагрузка (всего)** | 108 |
| **Обязательная аудиторная учебная нагрузка (всего)** | 108 |
| **в т.ч. в форме практической подготовки** | 102 |
| в т. ч.: |
| теоретическое обучение | 2 |
| практические занятия | 102 |
| Самостоятельная работа  | - |
| **Промежуточная аттестация (дифференцированный зачет)** | 4 |

**2.2. Тематический план и содержание учебной дисциплины**

**«СГ.02 Иностранный язык в профессиональной деятельности»**

|  |  |  |  |
| --- | --- | --- | --- |
| **Наименование разделов и тем** | **Содержание учебного материала и формы организации деятельности обучающихся (лабораторные работы и практические занятия, самостоятельная работа обучающихся, курсовая работа (проект)** | **Объем часов****аудит./в т.ч.,пр.з./** | **Уровень освоения** |
| **1** | **2** | **3** | **4** |
|  |  | **108/102** |  |
|  | **3 СЕСМЕСТР / 32 часа /** |
| **Тема 1****Вводно-коррективный курс**  | **Содержание учебного материала** | **14** | ОК 09ПК 1.4 |
| Грамматика: простое будущее время /Future Simple/. Работа над лексическими единицами по теме: «Моя будущая профессия» | **2** |
| **Практические занятия** | **12** |
| Иностранный язык в повседневной жизни. Приветствия. Фонетические особенности английского языка. Правила чтения. | 2 |
| Изучающее чтение. Текст «Английский язык в современном мире». | 2 |
| Виды коммуникативных предложений. Порядок слов в повествовательном, вопросительном и отрицательном предложениях. | 2 |
| Повторение: спряжение глагола to be, to have/ to have got. Времена группы Simple (Простые времена). Чтение и перевод диалогов. | 2 |
| Работа над компьютерной презентацией на тему «Английский язык в моей профессии». | 2 |
| Защита презентации «Английский язык в моей профессии». | 2 |
| **Тема 2****Россия, ее национальные символы, государственное****и политическое устройство** | **Содержание учебного материала** | **14** | ОК 09 |
| **Практические занятия**  | **14** |
| Государственное и политическое устройство России. Чтение с полным пониманием прочитанного. Грамматическая материал: Страдательный залог. | 2 |
| Отработка навыков аудирования и диалогической речи. | 2 |
| Грамматическая материал: Будущее время глагола, выраженное Future Simple/ Present Progressive. | 2 |
| Национальные символы России: флаг, герб, гимн. Изучающее чтение. | 2 |
| Культура России и ее традиции. Аудирование с полным пониманием услышанного. | 2 |
| Грамматическая материал: Неличные формы глаголов. | 2 |
| Чтение текста с полным пониманием прочитанного «Историко-литературные места Тульского региона». Видеоролики.  | 2 | ОК 01ОК 09 |
| **Тема 3.** **Установление контакта** | **Содержание учебного материала** | **14** | ОК 09 |
| **Практические занятия** | **14** |
| Введение лексики по теме: Приветствие, прощание, представление себя и других людей в официальной и неофициальной обстановке. | 2 |
| Грамматическая тема: Времена группы Progressive и Simple в сравнении. | 2 |
| **4 СЕМЕСТР / 32 часа /** |
| Прослушивание диалога и техника его чтения. Лексические тесты. | 2 |
| Практика в составлении диалогов по теме. Ролевая игра. Развитие навыков диалогической речи. | 2 |
| Составление тематического кроссворда. | 2 |
| Основы общения в официальной и неофициальной обстановке. Культура общения. Отработка выражений по теме. | 2 | ОК 01ОК 09 |
| Чтение с извлечением интересующей информации. | 2 |
| **Тема 4.****Розничная торговля** | **Содержание учебного материала** | **16** | ОК 09 |
|  **Практические занятия** | **16** |
| Розничная торговля. Введение лексики по теме.Чтение текста с полным пониманием прочитанного. | 2 |
| Оптовая и розничная торговля: отработка навыков диалогической речи.Грамматический материал: Косвенная речь. | 2 |
| Введение лексики по теме: «Магазины». Работа с текстом: «Типы магазинов». | 2 |
| «Покупки в России». Чтение с извлечением интересующей информации. | 2 |
| Покупки в Великобритании». Чтение с извлечением интересующей информации. | 2 |
| Составление рассказа «Совершение покупок». Ознакомление с лексикой для составления рассказа. Развитие навыков работы со словарём. | 2 |
| Отработка навыков монологической речи. Представление рассказа «Совершение покупок».  | 2 | ОК 01ОК 09ПК 1.4 |
| Закрепление лексико-грамматических навыков по пройденной теме. Лексический тест по темам: «Покупки», «Типы магазинов». | 2 |
| **Тема 5.** **Коммуникации в коммерческой деятельности** | **Содержание учебного материала** | **16** | ОК 02ОК 09 |
| **Практические занятия** | **16** |
| Введение лексики по теме: «Переговоры, разрешение конфликтных ситуаций». | 2 |
| Развитие диалогической речи по теме: «Отношения внутри коллектива». | 2 |
| Отработка навыков диалога и монолога по теме: «Рабочие совещания». | 2 |
| **5 СЕМЕСТР / 28 часов /** |  |
| Обучение навыкам письма. Электронные платежи. | 2 |
| Структура коммерческих писем. Основные сокращения, используемые в деловой корреспонденции. | 2 |
| Части коммерческого письма и их расположение. Эффективные письма и электронные сообщения. | 2 |
| Стандартные выражения в деловых письмах. Официальный и неофициальный стиль письма. | 2 | ОК 01ОК 09 |
| Составить бланк делового письма. | 2 |
| **Тема 6.** **Деловой этикет** | **Содержание учебного материала** | **14** | ОК 09 |
| **Практические занятия** | **14** |
| Введение лексики по теме: «Этикет делового и неофициального общения» | 2 |
| Изучающее чтение по теме: «Дресс-код». Работа со словарем. | 2 |
| Развитие диалогической речи по теме: «Телефонные переговоры». | 2 |
| Деловой этикет в коммерческой переписке. Виды деловых писем.Письмо – запрос. Present Perfect Tense. Развитие навыков письма. | 2 |
| Деловой этикет в коммерческой переписке. Виды деловых писем.Письмо – ответ Present Perfect Tense. Развитие навыков письма. | 2 |
| Деловой этикет в коммерческой переписке. Виды деловых писем.Рекламное письмо. Различия Past Simple and Present Perfect. | 2 |
| Составить деловое письмо**.** | 2 | ОК 01ОК 09 |
| **Тема 7.** **Услуги** | **Содержание учебного материала** | **16** | ОК 01ОК 02ОК 09ПК 1.4 |
| **Практические занятия** | **16** |
| Введение лексики по теме: «Финансовые учреждения и услуги». |  2  |
| **Дифференцированный зачет** | **2** |
| **6 СЕМЕСТР /16 часов /** |
| Изучающее чтение: «Финансовая система в России». |  2 |
| Изучающее чтение: «Финансовая система в Великобритании и США» | 2 |
| Развитие навыков монолога на основе текстов по теме: «Финансовые учреждения и услуги». | 2 |
| Составление рассказа «Моя будущая профессия». Развитие профессиональных навыков монолога.  | 2 |
| Работа над презентацией на тему: «Торговое дело. Особенности профессии» | 2 |
| Защита презентации на тему: «Торговое дело. Особенности профессии» | 2 |
| Повторение лексики и грамматики по изученным темам**.** | 2 |
| **Дифференцированный зачет** | **2** |  |
| **Всего:** | **108** |  |

**3. УСЛОВИЯ РЕАЛИЗАЦИИ УЧЕБНОЙ ДИСЦИПЛИНЫ**

**3.1. Требования к минимальному материально-техническому обеспечению**

 Реализация учебной дисциплины требует наличие **учебного кабинета**.

**Оборудование** учебного кабинета: доска учебная, рабочее место преподавателя, столы, стулья (по числу обучающихся), шкафы для хранения раздаточного дидактического материала и др.

**Технические средства обучения**: компьютер, средства аудиовизуализации, мультимедийный проектор.

Помещение кабинета должно соответствовать требованиям Санитарно-эпидемиологических правил и нормативов (СанПиН 2.4.2 №178-02): оснащено типовым оборудованием, в том числе специализированной учебной мебелью и средствами обучения, необходимыми для выполнения требований к уровню подготовки обучающихся.

**В состав учебно-методического и материально-технического обеспечения** программы общеобразовательной учебной дисциплины «Иностранный язык» входят:

- многофункциональный комплекс преподавателя;

- наглядные пособия (комплекты учебных таблиц, плакатов, портретов выдающихся ученых, поэтов, писателей и др.);

- информационно-коммуникативные средства;

- библиотечный фонд.

**3.2. Информационное обеспечение обучения**

**Перечень рекомендуемых учебных изданий, Интернет-ресурсов, дополнительной литературы**

**3.2.1. Основные печатные издания**

1. Ступникова Л.В. Английский язык в торговом деле English in Commerce: учебник – 2-е изд. – Москва: ЮРАЙТ, 2025. – (Профессиональное образование).
2. Голубев А.П. Английский язык для всех специальностей: учебник /А.П.Голубев, Н.В.Балюк, И.Б.Смирнова. - 2-е изд., перераб. – Москва: КНОРУС, 2021-386с. (Среднее профессиональное образование)
3. Карпова Т.А. Английский для колледжей. Практикум+еПриложение: тесты: учебно-практическое пособие /Т.А.Карпова, А.С.Восковская, М.В.Мельничук. - Москва: КНОРУС, 2021-286с. –(Среднее профессиональное образование)
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**3.2.3. Дополнительные источники**

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2. <http://school-collection.edu.ru/> - [Единая коллекция цифровых образовательных ресурсов](http://school-collection.edu.ru/);
3. <http://fcior.edu.ru/> - [Федеральный центр информационно-образовательных ресурсов](http://fcior.edu.ru/);
4. <http://lib.mtuci.ru/libdocs/> - [Электронный Каталог библиотеки МТУСИ](http://lib.mtuci.ru/libdocs/ec1/dbi/);
5. <https://www.rsl.ru/> - [Российская государственная библиотека (РГБ);](http://www.rsl.ru/)
6. <http://nlr.ru/> - [Российская национальная библиотека (РНБ)](http://www.nlr.ru/);
7. <http://www.gpntb.ru/> - Государственная публичная научно-техническая библиотека (ГПНТБ);
8. <https://book.ru> Электронно-библиотечной системе BOOK.ru
9. <https://www.iprbookshop.ru/> - [электронная библиотечная система IPRBooks](http://www.iprbookshop.ru/);
10. <https://profspo.ru/> - [комплексный электронный образовательный ресурс PROFОБРАЗОВАНИЕ](https://znanium.com/);
11. <https://catalog.prosv.ru/category/14> и <https://media.prosv.ru/> - Свободный доступ к методической литературе и информационным материалам для подготовки к дистанционным урокам;
12. <https://urait.ru/> - [Образовательная платформа «Юрайт»](https://urait.ru/catalog/spo?utm_term=minprosvet_prof&utm_campaign=quarantine&utm_medium=email&utm_source=newsletter).

**4. КОНТРОЛЬ И ОЦЕНКА РЕЗУЛЬТАТОВ ОСВОЕНИЯ**

**УЧЕБНОЙ ДИСЦИПЛИНЫ**

|  |  |  |
| --- | --- | --- |
| **Результаты обучения** | **Критерии оценки** | **Методы оценки** |
| *Перечень знаний, осваиваемых в рамках дисциплины***:**актуальный профессиональный и социальный контекст, в котором приходится работать и жить; основные источники информации и ресурсы для решения задач и проблем в профессиональном и/или социальном контексте; структуру плана для решения задач;порядок оценки результатов решения задач профессиональной деятельностиприемы структурирования информации.психологические основы деятельности коллектива, психологические особенности личности.особенности социального и культурного контекста;правила оформления документов и построения устных сообщенийправила построения простых и сложных предложений на профессиональные темы;основные общеупотребительные глаголы (бытовая и профессиональная лексика);лексический минимум, относящийся к описанию предметов, средств и процессов профессиональной деятельности;особенности произношения;правила чтения текстов профессиональной направленности | Адекватное использование профессиональной терминологии на иностранном языке.Владение лексическим и грамматическим минимумом. Правильное построение простых предложений, диалогов в утвердительной и вопросительной форме.Логичное построение диалогического общения в соответствии с коммуникативной задачей;демонстрация умения речевого взаимодействия с партнёром: способность начать, поддержать и закончить разговор.Соответствие лексических единиц и грамматических структур поставленной коммуникативной задаче.Логичное построение монологического высказывания в соответствии с коммуникативной задачей, сформулированной в задании.Уместное использование лексических единиц и грамматических структур. | Письменный/устный опросТестированиеДиктантОценка результатов выполнения самостоятельной работы Дифференцированный зачет |
| *Перечень умений, осваиваемых в рамках дисциплины:*распознавать задачу и/или проблему в профессиональном и/или социальном контексте;анализировать задачу и/или проблему и выделять её составные части; выявлять и эффективно искать информацию, необходимую для решения задачи и/или проблемы; составлять план действия;определять необходимые ресурсы;реализовывать составленный план; оценивать результат и последствия своих действий (самостоятельно или с помощью наставника)определять задачи для поиска информации;определять необходимые источники информации;планировать процесс поиска;структурировать получаемую информацию; выделять наиболее значимое в перечне информации;оценивать практическую значимость результатов поиска;оформлять результаты поиска, применять средства информационных технологий для решения профессиональных задач. организовывать работу коллектива и команды;взаимодействовать с коллегами, руководством, клиентами в ходе профессиональной деятельностиграмотно излагать свои мысли и оформлять документы по профессиональной тематике на государственном языке, проявлять толерантность в рабочем коллективепонимать общий смысл четко произнесенных высказываний на известные темы (профессиональные и бытовые), понимать тексты на базовые профессиональные темы;участвовать в диалогах на знакомые общие и профессиональные темы;строить простые высказывания о себе и о своей профессиональной деятельности;кратко обосновывать и объяснять свои действия (текущие и планируемые);писать простые связные сообщения на знакомые или интересующие профессиональные темы | Адекватное использование профессиональной терминологии на иностранном языкеВладение лексическим и грамматическим минимумом. Правильное построение простых предложений, диалогов в утвердительной и вопросительной форме.Логичное построение диалогического общения в соответствии с коммуникативной задачей;Демонстрация умения речевого взаимодействия с партнёром: способность начать, поддержать и закончить разговор.Соответствие лексических единиц и грамматических структур поставленной коммуникативной задаче.Логичное построение монологического высказывания в соответствии с коммуникативной задачей, сформулированной в задании.Уместное использование лексических единиц и грамматических структур | Письменный/устный опросТестированиеДиктантЭкспертное наблюдение за ходом выполнения практического заданияОценка результатов выполнения самостоятельной работы Дифференцированный зачет |

 **ПРИЛОЖЕНИЕ 1**

**ФОНД ОЦЕНОЧНЫХ СРЕДСТВ ПО УЧЕБНОЙ ДИСЦИПЛИНЕ**

**1. Общие положения**

**Фонды оценочных средств** **(ФОС)** предназначен для контроля и оценки образовательных достижений обучающихся, освоивших программу учебной дисциплины **«Английский язык в профессиональной деятельности».**

**ФОС** включает контрольные материалы для промежуточной и итоговой аттестации в форме дифференцированного зачёта для **5,6 СЕМЕСТРОВ.**

**ФОС** разработан на основании положений:программы подготовки специалистов среднего звена по специальности **38.02.08 «Торговое дело»,** рабочей программы учебной дисциплины «Иностранный язык в профессиональной деятельности».

**2. Результаты освоения дисциплины, подлежащие проверке**

|  |  |
| --- | --- |
| *ПК/ОК* |  *Профессиональные и образовательные компетенции* |
| *ОК 09**ОК 01**ОК 02* | общаться (устно и письменно) на иностранном языке на профессиональные и повседневные темы; |
| переводить (со словарем) иностранные тексты профессиональной направленности; |
| самостоятельно совершенствовать устную и письменную речь, пополнять словарный запас; |
|  лексический (1200-1400 лексических единиц) и грамматический минимум, необходимый для чтения и перевода (со словарем) иностранных текстов профессиональной направленности |
| *ПК 1.4* | Оформлять документацию на поставку и реализацию товаров с использованием необходимых лексических единиц и грамматических конструкций |

1. **Фонд контрольно- оценочных средств для текущего контроля умений и знаний**

Контрольная работа № 1

Раздел: Развивающий курс. Лексико-грамматический материал.

В а р и а н т 1

I. Перепишите и письменно переведите следующие предложения на русский язык,

обращая внимание на степени сравнения прилагательных и конструкции, содержащие

the ... the; as ... as.

1. The London Stock Exchange is as highly respected financial institution as the New York Stock Exchange.

2. The more securities are bought and sold the more the trading volume is.

3. The New York Stock Exchange is the oldest and the largest one in the USA.

II. Перепишите и письменно переведите следующие предложения, обращая внимание на оборот there is / there are.

1. There are many commercial banks that offer their customers a wide range of financial services.

2. There is a growing number of small financial companies in the USA today.

3. There is an insurance company somewhere nearby.

III. Перепишите следующие предложения, подчеркните модальные глаголы или их

эквиваленты.

Письменно переведите предложения.

1. I shall be able to pay this amount of money tomorrow.

2. Inexperienced investors should not buy risky shares.

3. Only experts are allowed to work on the Stock Exchange.

4. Before the shares can be traded on the Stock Exchange the company has to be listed, i.e. its

financial affairs

have to be examined and approved by the controlling body – the Council of the Stock Exchange.

IV. Перепишите следующие предложения. Выпишите из каждого глагол-сказуемое и

Определите его видовременную форму и залог. Переведите предложения на русский язык.

1. The firm has expanded its business activity through the use of credit.

2. Fifty four per cent of individual shareholders have shares in only one company, usually one of those that have been privatized.

3. The company has been using credit since the beginning of the fiscal year.

4. Our company decided to apply for a loan after it had spent most of its funds.

V. Перепишите и письменно переведите следующие предложения, обращая внимание на функцию глагола to have.

1. We had to pay for a lot of things: materials, equipment, etc.

2. He has been working as managing director for several years.

3. We have several preference shares.

4. By 1995 the trading volume of our company had greatly increased.

5. The Stock Exchange member firms have to undergo rigorous admission procedures.

В а р и а н т 2

I. Перепишите и письменно переведите следующие предложения на русский язык,

обращая внимание на степени сравнения прилагательных и конструкции, содержащие

the ... the; as ... as.

1. The securities of the London Stock Exchange are as liquid as those of the New York Stock

Exchange.

2. The more money you have the more securities you can buy.

3. The New York Stock Exchange is the most reliable one in the USA.

II. Перепишите и письменно переведите следующие предложения, обращая внимание на оборот there is / there are.

1. There is an insurance company and some pension funds on the list below.

2. There are no commercial banks here.

3. There are different types of shares: ordinary, preference, cumulative preference shares and

others.

III. Перепишите следующие предложения, подчеркните модальные глаголы или их

эквиваленты.

Письменнопереведитепредложения.

1. You should call the Board of Directors to discuss the matter in detail.

2. The company is to undergo admission procedures by the end of the month.

3. One can get cash, make payments or transfer money from one account to another at any time.

4. We had to raise capital to start our business.

IV. Перепишите следующие предложения. Выпишите из каждого глагол-сказуемое и

определите

его видовременную форму и залог. Переведите предложения на русский язык.

1. The Stock Exchange computers have been programmed to detect and flag possible errors for immediate correction.

2. The client has just put a large sum of money on his current account.

3. By the end of the week the company will have got a loan from the bank to pay for the

machines it is going to buy.

4. For more than fifty years our bank has been financing the firms located in the parts of the

country having high levels of unemployment.

V. Перепишите и письменно переведите следующие предложения, обращая внимание на функцию глаголаto have.

1. Since the time of its foundation the New York Stock Exchange has been serving the needs of international business.

2. The Government had to issue bonds to finance new projects.

3. The company has a lot of delivery orders.

4. The trading volume of our company has grown recently.

5. Our company has to raise capital to expand and develop its business activity.

В а р и а н т 3

I. Перепишите и письменно переведите следующие предложения на русский язык,

обращая внимание на степени сравнения прилагательных и конструкции, содержащие

the ... the; as ... as.

1. The more securities are issued on the Stock Exchange the more shares and bonds can be

bought and sold.

2. Any individual investor is as important as an institutional investor.

3. The liquidity of securities is one of the most essential factors on the Stock Exchange.

II. Перепишите и письменно переведите следующие предложения, обращая внимание на оборот there is / there are.

1. There is no money left on my account.

2. There is a central bank for all states in the USA which is called the Federal Reserve Bank.

3. There are various types of securities: shares, bonds, etc.

III. Перепишите следующие предложения, подчеркните модальные глаголы или их

эквиваленты.

Письменно переведите предложения.

1. You shouldn't buy risky shares.

2. This bank will be able to offer a great variety of new services to its customers.

3. We had to borrow a lot of money to pay for the new equipment.

4. We are to meet and discuss all the details of our financial position.

IV. Перепишите следующие предложения. Выпишите из каждого глагол-сказуемое и

определите

его видовременную форму и залог. Переведите предложения на русский язык.

1. The company has been paid a large amount of money.

2. Our firm has extended its resources through the use of credits.

3. They have been discussing the prospects of financial activity of our company for a long time.

4. The bank offered a loan to one of its clients after he had signed a note promising to repay it on a certain date.

V. Перепишите и письменно переведите следующие предложения, обращая внимание на функцию глаголаto have.

1. We had to create an effective system of communication for our business.

2. Our company hadn't provided any services until we introduced some structural changes.

3. In recent years the development of the small business sector has been paid much attention to.

4. I have fifty shares of that company.

5. The client has just taken a large sum of money from his account.

В а р и а н т 4

I. Перепишите и письменно переведите следующие предложения на русский язык,

обращая внимание на степени сравнения прилагательных и конструкции, содержащие the ... the; as ... as.

1. The more highly qualified experts deal on the Stock Exchange the more smoothly it functions.

2. The brokers are as important on the Stock Exchange as the jobbers.

3. It is the best transaction I have ever made.

II. Перепишите и письменно переведите предложения, обращая внимание на оборот there is / there are.

1. There are two main classes of experts on the Stock Exchange: brokers and jobbers.

2. There is a brokerage firm somewhere here.

3. There are many various financial institutions: pension funds, insurance companies, building

Societies and others.

III. Перепишите следующие предложения, подчеркните модальные глаголы или их

эквиваленты.

Письменно переведите предложения.

1. You should install modern computers in your bank.

2. The American National Bank will soon be able to offer a great variety of new and less

expensive services to its clients.

3. His job responsibilities are to be clearly defined.

4. They had to pay ten thousand dollars to their shareholders as dividends.

IV. Перепишите следующие предложения. Выпишите из каждого глагол-сказуемое и

Определите его видовременную форму и залог. Переведите предложения на русский язык.

1. Due to recession a lot of small companies had gone out of business by the end of 1996.

2. We have been trying to obtain credits from various banks since the beginning of the year.

3. The capital will have been raised by the next quarter.

4. The revenue of the company has doubled recently.

V. Перепишите и письменно переведите следующие предложения, обращая внимание на функцию глаголаto have.

1. All company records have already been checked by the auditor.

2. Before the company shares can be bought and sold the company has to be listed on the Stock Exchange.

3. It was the most difficult problem that we had to solve.

4. I have some ordinary shares.

5. By 1987 all county exchanges of Great Britain had grouped themselves into six regional

exchanges.

В а р и а н т 5

I. Перепишите и письменно переведите следующие предложения на русский язык,

обращая внимание на степени сравнения прилагательных и конструкции, содержащие the ... the; as ... as.

1. It is the best bargain I have ever made.

2. To predict the inflow of funds is as important as to predict their outflow.

3. The more transactions will be executed by the broker the more his return will be.

II. Перепишите и письменно переведите предложения, обращая внимание на оборот there is / there are.

1. There is no information on the subject in that book.

2. There are various types of securities to attract various investors.

3. There are many financial institutions that offer a wide range of services to their customers.

III. Перепишите следующие предложения, подчеркните модальные глаголы или их

эквиваленты.

Письменно переведите предложения.

1. We had to pay a large amount of money for the new equipment.

2. Any investor can participate in the New York Stock Exchange market system at any time of the trading day.

3. We are to finance this business enterprise.

4. You should find someone to help you.

IV. Перепишите следующие предложения. Выпишите из каждого глагол-сказуемое и

определите

его видовременную форму и залог. Переведите предложения на русский язык.

1. The company will have found itself with excessive funds by the end of the month.

2. Our bank has been financing this business for more than two years.

3. Ordinary shareholders receive their dividends only after the preference shareholders have been paid.

4. The number of people owning shares in companies hаd tripled by 1995.

V. Перепишите и письменно переведите следующие предложения, обращая внимание на функцию глаголаto have.

1. Investors have an opportunity to promote the economic growth of their country.

2. It is expected that by the beginning of the next year the company will have received the

necessary subsidy

from the government.

3. They have to apply for a loan to a bank.

4. The financial activity of our firm has been rather successful in the past few years.

5. To be listed on the Stock Exchange the company had to undergo rigorous admission

procedures.

**Контрольная работа № 2**

**Лексико-грамматический материал.**

В а р и а н т 1

I. Перепишите следующие предложения. Выпишите слова с окончанием -ing, определите являются ли они герундием или причастием. Переведите предложения на русский язык.

1. By producing and distributing goods and services every economic system tries to meet human needs.

2. Producing goods an economic system makes use of natural resources.

3. The health of an economy is determined by the number of people working in the country.

4. Immigrants came to the USA hoping to find work.

II. Выпишите и переведите на русский язык предложения, где слова с -ed являются

причастиями.

1. Goods and services are produced and distributed to meet human needs.

2. Goods and services produced and distributed by an economic system must meet human needs.

3. The type of economic system described in the article is the result of a historical experience.

4. The author described a few ingredients of an economic system.

III. Переведите предложения, обращая внимание на функции инфинитива.

1. The economic system is the mechanism that brings together natural resources, the labor supply, technology and the necessary entrepreneurial and managerial talents to meet consumer demands.

2. The first ingredient of an economic system to mention is natural resources.

3. The government tries to determine the amount of natural resources and labor force.

4. Immigrants aim was to find work and to prosper in the USA.

IV. Выпишите по соответствующим группам и переведите на русский язык предложения с:

а) объектным инфинитивным оборотом;

б) субъектным инфинитивным оборотом.

1. Every economic system is supposed to meet consumer demands.

2. People expect their government to meet their needs.

3. The type of economic system is likely to become a national culture.

4. The government allowed the people to work hard and to prosper.

V. Найдите предложения с независимым причастным оборотом, выпишите их и

переведите на русский язык.

1. Working productively immigrants earned more than they had in their native lands.

2. With immigrants working at slightly less than the wage rates paid to acculturated workers, the economy prospered.

3. On accumulating money entrepreneurs invested in new projects.

4. With the economy prospering in the USA, the corporation appears as an effective device for accumulating funds for investment.

VI. Выпишите предложения с герундием и переведите их.

1. On bringing together natural resources, the labor supply, technology and the necessary

entrepreneurial and managerial talents, the economic system meets human needs.

2. After absorbing the newcomers the USA grew fast.

3. Though working at a lower payment than the US citizens, immigrants lived better in the USA than in their native lands.

4. Investing money in high-tech projects gives a high return to investors.

VII. Прочитайте и устно переведите следующий текст.

В а р и а н т 2

I. Перепишите следующие предложения. Выпишите слова с окончанием -ing, определите, являются ли они герундием или причастием. Переведите предложения на русский язык.

1. Contrasting the US economic system with a socialist one, it should be noted that the difference between them is in the type of ownership of the means of production.

2. On voting for their government, citizens choose their economic policy.

3. Regulating and guiding the US economy, the government promotes its objectives.

4. Producers are looking for the best price and profit when they have to sell.

II. Выпишите и переведите на русский язык предложения, где слова с -ed являются

причастиями.

1. A range of services provided by private enterprises is rather wide.

2. The prices of goods and services established by supply and demand make the economy

function.

3. National policy objectives are promoted by government regulations.

4. Price and income stability, regional development and environmental preservation are national objectives pursued by the government.

III. Переведите предложения, обращая внимание на функции инфинитива.

1. The US government regulates and guides the economy to promote the national policy

objectives.

2. Consumers, producers and the government have common tasks to settle.

3. The aim of entrepreneurs is to maximize profits.

4. A market economy makes businessmen compete with each other.

IV. Выпишите по соответствующим группам и переведите на русский язык предложения с:

а) объектным инфинитивным оборотом;

б) субъектным инфинитивным оборотом.

1. The US economic system is considered to be a market economy.

2. The government expects the citizens to vote for those who set economic policy.

3. Private enterprises are unlikely to own the post service.

4. The government wants public enterprises to promote the public safety.

V. Найдите предложения с независимым причастным оборотом, выпишите их и

переведите на русский язык.

1. Regulating and guiding the US economy the government pursues its own aims.

2. With competition going on, only efficient enterprises remain in business.

3. Private businesses are involved in providing a wide range of services.

4. With supply and demand establishing the prices of goods and services, entrepreneurs are free to develop their businesses.

VI. Выпишите предложения с герундием и переведите их.

1. By performing services of a quality enterprises make progress.

2. While establishing regulations the government tries to promote national policy objectives.

3. The government helps enterprises make a free market by interacting with consumers and

producers.

4. Looking for the best values for what they spend consumers take part in a market economy.

В а р и а н т 3

I. Перепишите следующие предложения. Выпишите слова с окончанием -ing, определите, являются ли они герундием или причастием. Переведите предложения на русский язык.

1. Large numbers of people crowding into cities make the government provide more services.

2. Organized collection of trash is not economically feasible for people living in rural areas.

3. Turning over some of its municipal functions to the private sector the government provided needed services.

4. On employing private companies to perform a wide variety of activities major US cities

achieved great progress in urban services.

II. Выпишите и переведите на русский язык предложения, где слова с -ed являются

причастиями.

1. In the USA large numbers of people are crowded into cities.

2. People opposed to privatization have a number of reasons for it.

3. A contract awarded to one bidder doesn't do any good to social services.

4. The word ‘privatization’ coined to describe the private sector performance of the municipal functions in social services is accepted worldwide.

III. Переведите предложения, обращая внимание на функции инфинитива.

1. Many large cities employed private companies to perform social services.

2. The process of privatization of public services leaves much to be desired.

3. The aim of the government in privatization was to reduce costs and increase public-sector productivity.

4. Local government workers began to work more efficiently with the spur of threatened

privatization.

IV. Выпишите по соответствующим группам и переведите на русский язык предложения с:

а) объектным инфинитивным оборотом;

б) субъектным инфинитивным оборотом.

1. The private-sector services seem to have high productivity.

2. Public-sector unions don't want their workers to lose their jobs.

3. Privatization of public services is reported to remain a highly controversial subject.

4. Private contractors expect municipal authorities to award them contracts at low costs.

V. Найдите предложения с независимым причастным оборотом, выпишите их и

переведите на русский язык.

1. It is very expensive to employ organized collection of trash in rural areas, with their

population being dispersed.

2. Having employed non-profit organizations to perform social services, the municipal council settled a lot of problems.

3. Opposing to privatization public-sector unions put forward good reasons.

4. With low bids being submitted on social services private companies manage to win contracts.

VI. Выпишите предложения с герундием и переведите их.

1. On providing more services than in any previous era the government tries to meet the people's demands.

2. Turning over some of the municipal and regional functions to the private sector the

government makes for the development of a free market economy.

3. After winning contracts private contractors raise their prices on social services.

4. There are people advocating and opposing privatization.

**Тестовый контроль**

Test 1

1.1 found my lost pen while I ... for my pencil sharpener.

a) look c) was looking

b) looked d) am looking

2. When my friend studied abroad, his parents ... him every week.

a) phone c) had phoned

b) was phoning d) phoned

3. When I got home I realized that I ... my wallet.

a) lose c) had lost

b) lost d) has lost

4. When you ... to the Chinese restaurant next time, what will you eat?

a) go c) goes

b) will go d) would go

5. The man ... by the police yesterday, but he denies robbing the bank.

a) arrest c)is arrested

b) was arrested d) had been arrested

6. It's raining, but if you take your umbrella, you ... wet.

a) don't get c) won't get

b) didn't get d) doesn't get

7. Last year Helen was staying with her brother while her house ... .

a) repaired c) was repaired

b) was being repaired d) had been repaired

8. Cars are fast and convenient. On the other hand they ... problems in cities.

a) cause c) has caused

b) caused d) will cause

9. When I ... up yesterday, I was told this good news.

a) wake c) woken

b) woke d) has woken

10. We ... come to your party, but it depends on our finding a babysitter.

a) may c) has to

b) couldn't d) mustn't

11. Our teacher is a reliable person, we ... trust everything to her.

a) shouldn't c) is able

b) can d) must

12. I'll feel ... when my exams are over.

a) happy c) more happily

b) happily d) happiest

13. I felt ... because I had fever.

a) badly c) worse

b) bad d) the worst

14. Have you ever seen a film at ... Embassy cinema?

a) - c) an b)a d)the

15. I don't like to have ... animals in my flat.

a)the c) an

b) — d) some

16. Excuse me, could you move. I can't see ... .

a) something c) nothing

b) anything d) none

17. ... is at home and no one knows where they are.

a) Anybody c) Everybody

b) Somebody d) Nobody

18. I'd like to thank everybody who has helped me ... this experiment.

a) in c) at

b) on d) with

19. He wanted to borrow my bike ... the weekend but I couldn't lend it to him.

a) to c) for

b)in d)on

20. My cat catches a lot of ... .

a) mouse c) the mice

b) mice d) a mouse

Test 2

1. If I ... lots of money, I'll help the poor.

a) will have c) had

b) have d) would have

2. The trouble with you is that you always ... . I don't like it.

a) are complaining c) had complained

b) were complaining d) complain

3. I ... her a letter and sent it off immediately.

a) had written c) was writing

b) will write d) wrote

4. I'm afraid my hands are a bit dirty. I ... in the garden since morning.

a) have been working c) work

b) was working d) worked

5. By the year 2100 most of the Earth's natural resources ... up.

a) will use c) will have been used

b) will be used d) will be using

6. The first person who ... the finishing line is the winner.

a) crosses c)crossed

b) cross d) will cross

7. My trousers ... ironing. Have you got an iron?

a) needs c) will need

b) need d) had

8. What happens in your class? ... lectures every day?

a) Had the teachers read c) Do the teachers read

b) Did the teachers read d) Are the teachers reading

9. If you ... me a song, I will sing it at the concert.

a) write c) has written

b) will write d) had written

10.1 disapprove of people who ... all sorts of promises which they have no intention of keeping.

a) made c) have made

b) makes d) make

11. When the burglar ran out of the house he ... by a policeman.

a) arrested c) had been arrested

b) was arrested d) would be arrested

12. I think you ... practise driving every day to become a safe driver.

a) can't c) should

b) might d) has to

13. You ... have my car if you like. I shan't be using it tomorrow.

a) had to c) may

b) are to d) must

14. ... war between these two countries was the longest in history.

a) - с) а

b)the d)those

15. On my way home I saw a terrible fire. Luckily the fire brigade soon came and put out ... fire.

a) a c) -

b) the d)such

16. There are ... things that money can't buy.

a) any c) some

b) much d) something

17. Helen had to pay extra at the airport because she had too ... luggage.

a) much c) little

b) many d) few

18. There is a newspaper shop ... the end of the street.

a) at c) on

b) in d) by

19. ... we get to the theatre, the play will have started.

a) until c) as soon as

b) by the time d) whenever

20. Nowadays there are many good reasons for using bicycles ... cars to travel in city centers.

a) instead of c) except for

b) but d) such as

Test 3

1. An Englishman very seldom ... on the Underground. He prefers to read newspapers.

a) talk c) is talking

b) talks d) has talked

2. If you ... with the traffic regulations, you will get into trouble with the police.

a) aren't complied c) don't comply

b) won't comply d) wouldn't comply

3.1 ... whether you are telling the truth or not and if you are telling a lie, I will never believe you again.

a) shall know c) should know

b)know d)knew

4. Whose horse you ... when I saw you yesterday?

a) were riding c) was riding

b) did ride d) rode

5. Do you know the time? It ... to me it's about two o'clock.

a) seem c) seemed

b) seems d) will seem

6. Tom met me at lunch time and said, "I ... you at the bus stop this morning".

a) haven't seen c) didn't see

b) not seen d) hadn't seen

7. Since my first visit to this city many new houses ... here and it has become very noisy.

a) are built c) had been built

b) were built d) have been built

8. My doctor says, "A week in the country ... you feel better". I want to follow his advice.

a) made c) will make

b) has made d) is making 9.1 don't like that she always ... with you.

a) arguing c) had argued

b)argue d)is arguing

10.1 noticed that it ... all night and everything was wet.

a) was raining c) rained

b) had been raining d) has been raining

11. She ... him your message as soon as she sees him.

a) give c) will give

b) gives d) gave

12. Yesterday I was going home on foot and all the time I had an impression that I ... .

a) am followed c) followed

b) was followed d) was being followed

13. ... you remember what you were doing at this time yesterday?

a) can c) must

b) may d) should

14. We moved last week and now we have a much ... flat.

a) good c) best

b) better d) the best

15. The Mediterranean is not as ... as the Pacific Ocean.

a) larger c) largest

b) large d)the largest

16. I didn't expect to see him there. He was ... last person I wanted to see.

a) the с) а

b) - d) one

17. I didn't know ... answer to that question, so I left it out.

a)the c) an

b) - d) no

18.1 don't go swimming very ... nowadays.

a) many c) few

b) much d) a little

19. Excuse me, there is ... I'd like to ask you.

a) anything c) something

b) everything d) none

20. A combination of the use of bicycles ... cheap public transport solves the problem of traffic jams in large cities.

a) with c) of

b) by d) in

Test 4

1. There ... several groups of people in Britain that try to protect the environment.

a) is c) was

b) are d) were

2. Money ... the root of all evil in our life.

a) are c) have been

b) were d) is

3. This time next week I ... on a beach in the Crimea.

a) shall lie c) will be lying

b) lie d) was lying 4.1 just ... some soup. Would you like some?

a) have made c) had made

b) made d) had to

5. Jim told me that he ... in the school basketball team.

a) plays c) will play

b) had played d) is playing

6. Some birds, such as parrots, ... alive and sold as pets.

a) catch c) will be caught

b)caught d)are caught

7. He is used to working late at the office. He ... it every day.

a) do c) did

b) does d) will do

8. The boy ... a bicycle along the motorway when he was hit by the car.

a) ride c) has been riding

b) rode d) was riding

9. The boy ... to hospital by the driver of the car.

a) was taken c) had been taken

b) took d) will take

10. As soon as the traffic ... the children ran across the road.

a)stop c)stopped

b) had stopped d) will stop

11. How long you ... for me? - For half an hour.

a) are waiting c) do wait

b) did wait d) have been waiting

12. People ... prevent pollution of the rivers before it gets worse.

a) could c) must

b) need d) had to

13. If you are spoiled as a child you ... have a lot of problems in adult life.

a) must c) could

b) may d) should

14. The more you work the ... you'll pass your exams.

a) good c) best

b) better d) the best

15. In Britain you officially become ... adult on your eighteenth birthday.

a) the c) -

b) an d)a

16. What plant does your father work at? - He works at ... plant down the road.

a) a c) -

b)the d)those

17. Shall we have ... dinner today? - Don't worry, at the end of the conference they will serve a dinner.

a) - c) the

b) a d) an

18. Whose spectacles are these? - ... are on the table, and these are my spectacles.

a)your c) our

b) yours d)their

19. Most visitors to Britain aren't used to driving ... the left and have a lot of problems.

a) to c) in

b) at d) on

20. Don't forget to thank Martin ... coming. He risked his life to get there.

a) in c) at

b) by d) for

Test 5

1. My mother is ill. She will stay in bed until she ... better.

a) get c) will get

b) gets d) is getting

2. When he lived in London, he ... a lot of time in the muse ums.

a) spend c)spent

b) had spent d) was spending

3. I ... by the door for a long time until someone opened it.

a) wait c) waited

b) am waiting d) had been waiting

4. It's raining. I hope you ... your car outside.

a) won't repair c) didn't repair

b) don't repair d) were not repaired

5. In two years' time my parents ... for twenty-five years.

a) will be married c) are married

b) will have been married d) have been married

6. They said they would not work after 6 p.m. if you ... them overtime.

a) won't pay c) didn't pay

b) don't pay d) not pay

7. When I ... her, I waved her, but she didn't noticed me.

a) had seen c) see

b) saw d) have seen

8. Where were you at about three yesterday afternoon? -Oh, I ... my car at that time.

a) was repairing c) had been repairing

b) repaired d) had repaired

9. My sister will not finish medical training until she ... twenty-tree.

a) will be c) have been

b) is d) are

10. Do you know what you ... in your life by the year 2020?

a) will achieve c) will have achieved

b) achieve d) will be achieved

11 What a surprise! There ... a fall in the cost of living lately-

a) has been c) will be

b) had been d) was

12.1 decided to have some English lessons so that I ... practise when I come to the US.

a) can c) may

b) must d) should

13. If you telephone early next week, the secretary ... give you your exam results.

a) must c) may ,

b) can d) will be able to

14. The man said to me, "Just don't park your car ... my gate again. O.K.?"

a) far c) behind

b) nearly d) in front of

15. ... young nowadays have a very cynical attitude to the police.

a) the c) an

b)a d) -

16. ... old people sometimes feel lonely.

a) - c) an

b) the d) this

17. The government is going to provide ... houses for homeless people.

a) most c) few

b) much d) more

18. ... is wrong with the car, and it won't start.

a) anything c) nothing

b) something d) everything

19. Prices go up and up. Everything gets ... expensive.

a) most c) more

b)least d) less

20.1 won't do the job ... being paid for it.

a) with c) without

b) out d) by

Test 6

1. The passengers were tired because they ... all night.

a) didn't sleep c) don't sleep

b) hadn't slept d) won't sleep

2. Where is your umbrella? - Oh, it seems to me I ... it on the bus.

a) left c) had left

b) have left d) will leave

3. Bill said that he ... the tickets for the performance the day before.

a) had bought c) was buying

b) bought d) would buy

4. She said she didn't know where her friend ... .

a) is c) has been

b) was d) will be

5. When we reached the theatre, there ... any tickets left.

a) wasn't c) hadn't been

b) were not d) aren't

6. When I finally found the house and knocked at the door, I ... no answer.

a) heard c) didn't hear

b) have heard d) won't hear

7.1 don't know where Susan is. Maybe she ... in the garden reading a book.

a) sits c) was sitting

b) is sitting d) will be sitting

8. My brother ... when I use his computer without asking.

a) doesn't like c) don't like

b) didn't like d) like

9. You can have the book on Monday. I ... it by that time.

a) read c) will be reading

b) will read d) will have read

10. Unless we leave now, the film will have started when we ... there.

a) get c) would get

b) will get d) got

11. When we ... home last night we saw a lot of stars twinkling in the sky.

a) drove c) are driving

b) drive d) were driving

12. Many species of animals are threatened, and ... easily become extinct if people do not make an effort to protect them.

a) can c) might

b) must d) have to

13. Last week we ... write an essay about the causes of the French Revolution.

a) must c) may

b) could d) had to

14.1 think the film was terrible! It was ... film I have ever seen.

a) terrible c) most terrible

b) more terrible d) the most terrible

15. Nobody in our group knows ... about England than Peter does.

a) much c) most

b) more d) the most

16. My mother wants me to play ... piano, but I want to buy a guitar.

a) the c) -

b) a d) mine

17. I had ... wonderful dream last night. I wish it would come true.

a) a c) -

b) the d) such

18. They say that in future the officials will demand a fine if ... breaks the law.

a) everyone c) someone

b) everybody d) all

19. When we arrived ... the station, we ate a sandwich, drank a cup of coffee and waited for the train.

a)to c)in

b) at d) for

20. If the weather is fine tomorrow, I'll go ... a cycle ride.

a) at c) by

b) on d) for

Test 7

I'm sure I ... the door of my house.

a) lock c) have locked

b) locked d) had locked

The inspector suspects that the thief ... a special key for opening this safe.

a) will use c) had used

b) has used d) use

3. When are you going to finish this translation? - I... it by tomorrow.

a) will finish c) will have finished

b) will be finishing d) would finish

4. Have you heard the news? I ... my last exam yesterday.

a) passed c) had passed

b) have passed d) was passing

5. He says that he doesn't know where he ... after graduating from university.

a) work c) had worked

b) will work d) would work

6. When you ... older, you will understand everything.

a) grow c) will grow

b) grows d) have grown

7. As a rule the most important news ... broadcast on this channel.

a) are c) is

b) were d) had been

8. There ... hardly any furniture in his room. He hasn't even a chair to sit on.

a) is c) were '

b) are d) have been

9. The rich collection of Hermitage regularly ... millions of people.

a) attract c) have attracted

b) attracts d) would attract

10. When my mother returns home she ... at once that we have redecorated our flat.

a) will see c) has seen

b)sees d)saw

11. He ... the car for many hours before he came to the crossroads.

a) drives c) had been driving

b) was driving d) has driven

12. We ... along the forest road when it started raining.

a) were walking c) walked

b) had been walking d) had walked

13. Sorry, I ... stay any longer, but I really must go home.

a) mustn't c) cannot

b) couldn't d) may not

14. This is ... problem I've ever had in my life.

a) difficult c) most difficult

b) more difficult d) the most difficult

15. When ... "Titanic" was crossing the Atlantic she struck an iceberg.

a) - c) the

b) a d) an

16. The weather is fine today, but I don't like ... hot weather.

a) - с) а

b)the d) an

17. Some women tint their hair when ... goes grey.

a) they c) its

b) it d) them

18. Your news ... very important to us.

a) are c) aren't

b) is d) were

19.1 think it's important ... young people to get a good education.

a) for c) about

b) by d) among

20. They left ... Moscow some years ago and live there now.

a) to c) for

b) in d) at

Test 8

1. Before I came to the office the manager already ... the documents.

a) signed c) was signing

b) had signed d) will sign

2. Peter ... his TV-set when I came to see him yesterday.

a) repaired c) was repairing

b) had been repairing d) has repaired

3.1 hoped that my article ... in this magazine soon.

a) will be published c) would have been published

b) would be published d) would publish

4. If you ... hard, you will enter the university.

a) work c) are working

b) will work d) have worked

5.1 ... him for three years. I wonder where he is.

a) didn't see c) don't

b) haven't seen d) hadn't

6. My mother ... in this school for twenty-five years.

a) is teaching c) has been teaching

b)taught d) teaches

7.1 want to post this letter, but I ... to go out in the rain.

a) don't want c) hadn't wanted

b) didn't want d) not want

8.1 need the car to get to the match. I ... on Sunday.

a) played c) have played

b) am playing d) have been playing

9. My neighbour used to be such a hard worker, but now he ... interest in everything.

a) lose c) has lost

b)loses d) lost

10. I'm so sorry. The camera which you lend me ... .

a) break c) had been broken

b) broken d) has been broken

11. Yesterday l ... finish the work because I was very tired.

a) could c) can't

b) couldn't d) mustn't

12. Last week he said I ... use the car at the weekend but now he won't let me after all.

a) can c) was able to

b) could d) must

13. I'm afraid I can't do it ... than you.

a) good c) best

b) better d) the best

14. Be quiet! I don't want to discuss the matter any ... .

a) more c) the most

b) most d) much more

15. ... people cannot live without water and air.

a) the с) а

b) - d) this

16. Before her marriage she lived in London, where she worked for ... National Gallery.

a) - с) а

b)the d)that

17. Haven't you read ... by Shakespeare?

a) something c) nothing

b) anything d) none

18. Something is wrong with my umbrella. May I take ...?

a) yours c) her

b) your d) their

19. Have you ever been ... England?

a) in c) into

b) for d)to

20. Tom has had to give ... playing football since he broke his leg.

a) in c) at

b) on d) up

Test 9

1. The Statue of Liberty ... by Gustave Eiffel.

a) design c) was designed

b) designed d) have been designed

2. Where are your brothers? - They ... a swimming-pool in our garden.

a) are digging c) were digging

b) dig d) have been digging

3. How do your parents like their new house? - My mother likes it, but my father ... our old one.

a) miss c) missed

b) misses d) doesn't miss 4.1 didn't believe that you ... short of money.

a) are c) were

b) is d) have been

5. Actually it's a very friendly dog. If you ... it, it won't bite you.

a) won't touch c) didn't touch

b) haven't touched d) don't touch

6. The town of Kestwick, which ... at the heart of the Lake District, is the perfect place for a holiday.

a) laid c) is lying

b) lies d) lay

7. We ... forward to a concert in our town. It is next Sunday.

a) looks c)are looking

b) looked d) were looking

8. The picture, which ... lately, is worth thousands of pounds.

a) damage c) has been damaged

b) damaged d) was damaged

9. The scientist who ... a new planet has won the Nobel Prize.

a) had discovered c) has been discovered

b) discovered d) was discovering

10. ... we have something to eat? - Yes, but not here.

a) will c) do

b) would d) shall

11. My mother always moves my books around so I ... find them.

a) can't c) wasn't able

b) couldn't d) may not

12.1 don't like the cafes that don't have chairs and people ... eat standing up.

a) can c) may

b) could d) have to

13. There is a big hotel in the middle of ... park.

a) a c) -

b) the d) these

14. ... towns which attract tourists are usually crowded in summer.

a) - с) а

b) the d) this

15. Be sure to pick ... tomatoes before they get too ripe.

a) this c) much

b)that d)these

16. I suppose people are spending now ... money than they used to.

a) much c) fewer

b) many d) more

17. Was it exciting buying a car? - Well, it was a bit of a problem because I didn't have ... money to spend.

a) many c) most

b) much d) few

18. Once I hated flying, but now I feel ... nervous about it.

a) most c) less

b) least d) little

19. The trouble ... my father is that he never relaxes.

a) of c) about

b) with d) out

20. What did you buy this computer magazine ...? - To read about business software.

a) at c) on

b) in d) for

Test 10

1. All my money ... on the way to the airport yesterday and I couldn't fly anywhere.

a) were stolen c) has been stolen

b) have been stolen d) was stolen

2. This company ... millions on computers but it doesn't seem to become more efficient.

a) spent c) will spent

b) had spent d) has spent

3. We had to wait until the light ... to green.

a)change c)changes

b) will change d) changed

4. I head the news on the radio while I ... home yesterday evening.

a) drive c) had driven

b) was driving d) drove

5. Before I left the house it ... to rain and I had to take my umbrella.

a) started c) had started

b) would start d) start

6. I was surprised that you ... the football match on television.

a) hadn't watched c) don't watch

b) haven't watched d) aren't watching

7. When Columbus landed on San Salvador, he ... where he was.

a) knew c) doesn't know

b) didn't know d) hadn't known

8. At one time people believed that Columbus ... America.

a) discovers c) had been discovered

b) discovered d) had discovered

9. The talks ... in London next week to discuss some problems of terrorist activity.

a) is held c) would be held

b) will be held d) hold

10. Didn't you ... this horror film last night? - No, I hate such films.

a) saw c) see

b) seen d)seeing

11. Who ... this ice-cream? - Oh, it's mine. I'm just going to eat it.

a) didn't eat c) doesn't eat

b) don't eat d) hasn't eaten

12. The new building looks awful. - I agree. It ... very nice.

a) didn't look c) hasn't looked

b) doesn't look d) won't look

13. "You ... spend your free time on playing football", my mother used to say when I was a schoolboy.

a) needn't c) couldn't

b) mustn't d) can't

14. You needn't wear your best clothes. You ... what you like.

a) can wear c) might wear

b) must wear d) need wear

15. I think ... people look after their cars better than young people.

a) elderly c) elder

b) older d) oldest

16. What are you going to do after you finish ... college, Rachel? — I want to travel.

a) - с) а

b)the d) an

17. There's been a lot of talk about ... 'spaceship' seen over our town on Sunday night.

a) - с)а

b)the d) an

18. ... is a new one-way traffic system in the city center. It's very confusing.

a) this c) it

b)that d)there

19. ... of these magazines would you like? - This one, please.

a) what c) why

b) how much d) which

20. They will come ... the three o'clock train.

a) on c) with

b) at d) by

Test 11

1. Nick said that he ... up smoking the week before.

a) gave c) was giving

b) had given d) would give

2. Thanks for your letter. Your news ... very interesting.

a) was c) will be

b) were d) have been

3. I wanted to buy a new ring but I ... my credit card at home.

a) left c) had left

b) leave d) have left

4. My father ... more than my mother for the same work.

a) pays c) is paid

b) paid d) is being paid

5. The company ... some land, but it's going to sell it.

a) has bought c) will buy

b) had bought d) buys

6. I rang my friend in London yesterday and he said it ... heavily there.

a) is raining c) has been raining

b) was raining d) had been raining

7. No one told me that the goods ... the week before.

a) would arrive c) had arrived

b) arrived d) was arriving

8. A number of attempts ... to find the Loch Ness monster lately.

a) have been made c) made

b) were made d) will make

9. He ... this trip for months. He is leaving on Sunday.

a) plans c) has planned

b) is planning d) has been planned

10. If you ... the music too loud, you'll wake up the neighbours.

a) will play c) have played

b) play d) played

11. You ... spend all your money as soon as you've earned it.

a) can't c) couldn't

b) mustn't d) shouldn't

12. This cheque ... be signed only by the manager of your company.

a) can c) have to

b) may d) must

13. Your new car looks very ... , I must say.

a) nicely c) beautifully

b) nice d) strangely

14. The book was ... than the film I saw last week.

a) exciting c) the most exciting

b) most exciting d) more exciting

15. How ... does this dress cost? — I don't know. It's a present.

a) many c) money

b) much d) a lof

16. You can apply for a ... job when you've had more experience.

a) best c) worse

b) better d) worst

17. People don't know what ... future will be.

a) the с) а

b) - d) these

18.1 went to ... British Museum several times when I was in London.

a) the с) а

b) - d) that

19. There is a problem ... our TV-set, it breaks very quickly.

a) at c) over

b) on d) with

29

20. Don't worry ... your job prospects. Everything will be all

right.

a) with c) about

b) for d) over

Test 12

1. My sister ... interested in medicine ever since she was a

child.

a) is c) has been

b) was d) will be

2. When I started working for this company, I ... an architect for six years already.

a) has been c) was

b) had been d) have been

3. I'll take the decision after I ... to the manager.

a)speak c) has spoken

b) will speak d) spoke

4. Look! That window just ... again!

a) has broken c) has been broken

b) broke d) break

5. This cafe used to be much ... before they opened the new one next door.

a) popular c) most popular

b) more popular d) the most popular

6. My company has treated me well, and given me ... chance to succeed.

a) every c)each

b) all d) either

7. There may be no need to go to school in the future, since everyone will have a computer ... home.

a) - c)in

b) at d) for

8. The pilot ... land the plane on only one engine.

a) could c) must

b) was able to d) need

9. ... marriages end in divorce these days.

a) many c) few

b) much d) a few

10. You have to learn to accept ... ups and downs of life.

a) the с) а

b) - d) this

11. Belarus has always been rich in ... talented and gifted people.

a) an c) the

b) a d) -

12. Where ... my scissors? I can't find them.

a) is c) was

b) are d) has been

13. I don't believe in ghosts, so I'm not afraid ... them of course.

a) of c) in

b) at d) -

14. The two Prime Ministers ... discuss the current economic crisis tomorrow.

a) can c) has to

b) may d) are to

15.1 think he was lonely because he had ... friends and none of his neighbours ever spoke to him.

a) few c) many

b) a few d) much

16. The journey to Paris had taken much ... before they built the Channel Tunnel.

a) longer c) long

b) the longest d) longest

17. A small sum of money ... from the cash some days ago and nobody knows who did it.

a) steal c) is stolen

b) stole d) was stolen

18. Man ... first in East Africa.

a) is discovered c) discover

b) discovered d) was discovered

19. Why are you so dirty? - I ... in the garden.

a) dig c) was digging

b) dug d) have been digging

20. Next summer we ... here for 20 years.

a) will live c) will be living

b) will have been living d) are living

Test 13

1. What are you looking for? - I'm afraid I ... my key.

a) lose c) losing

b) lost d) have lost

2. She took this decision after she ... to the manager.

a) spoke c) had spoken

b) was speaking d) would speak

3. I ... nervous since morning, but this feeling vanished as soon as I saw her.

a) was feeling c) feel

b) have been feeling d) had been feeling

4. The second prize ... to an unknown author from India at yesterday's celebration.

a) awarded c) will be awarded

b) was awarded d) is awarded

5. I'm going to see ... of this city.

a) the sight c) a sight

b) the sights d) sight

6. ... teachers have complained about his behaviour at school.

a) much c) some

b) the most d) any

7. It would be difficult to imagine life without ... telephone.

a) - c) an

b) a d) the

8. Nobody nowadays thinks that women ... just stay at home and look after the children.

a) are to c) might

b) has to d) should

9. When I was a teenager, I argued ... my brother and sister all the time.

a) at c) on

b) with d) by

10. I think that we are not making as ... profit as we should do.

a) much c) little

b) many d) few

11. "I ... a convincing explanation of your absence yet", the teacher said.

a) not hear c) haven't heard

b) don't hear d) hasn't heard

12. She thinks she ... more forgetful as she grows older.

a) get c) would get

b) gets d) is getting

13. This is the first time I ... late for my English lesson.

a) am c) has been

b) was d) have been

14. It seems that they already ... everything without consulting us.

a) have decided c) decided

b) had decided d) decide

15.1 don't think you ... to show your passport there.

a) ask c) will be asked

b) will ask d) asking

16. Happiness is not ... inevitable result of having money.

a) - c) the

b)a d) an

17.1 am afraid there are ... vacancies in the company at present.

a) not c) neither

b) none d) no

18.1 ... give you permission for going there, I'm afraid.

a) doesn't have to c) might

b) can't d) am not to

19. The tourists were not aware ... the danger of bandits in the hills.

a) in c) under

b) of d) during

20. She has ... smile I have ever seen. That's what attracts people to her.

a) beautiful c) the most beautiful

b) more beautiful d) less beautiful

Test 14

1. Не ... for several hours and needed a rest.

a) was driving c) had been driving

b) drove d) had driven

2. Somebody is at the door. - I ... to see who it is.

a) go c) will be going

b) will go d) will have gone

3. The boy is going to be a scientist when he ... up.

a) grow c) will grow

b) grows d) will have grown

4. By the time she qualifies, she ... law for 5 years.

a) will study c) will have been studying

b) will be studying d) study

5. This old house on the corner ... down in two weeks.

a) will knock c) will have been knocked

b) will be knocked d) knocked

6. It was a film about ... life of a polar explorer.

a) - c) an

b)a d) the

7. They met in May and it was then ... he fell in love with her.

a)that c)there

b) than d)this

8. I don't agree that the unemployed ... receive more help from the state.

a)can c)should

b) may d) has to

9. Being a nurse is not as ... as being a doctor.

a) more interesting c) less interesting

b) interesting d) most interesting 10. We arrived ... England at Gatwick Airport.

a) to c) in

b) for d) at

11. Don't worry, the sun ... our clothes by the time we get home.

a) will dry c) will be drying

b) will have dried d) dry

12. Traditional English afternoon tea ... rare nowadays, although the English are ready for a cup of tea at any time of the day.

a) is c) has been

b) was d) will be

13. My father who ... recently spends all day reading the newspapers.

a) retired c) retires

b) has retired d) will retire

14. Much that has just been said ... soon.

a) forget c) will have been forgotten

b) will forget d) will be forgotten

15. There ... interesting news in today's newspaper.

a) are c) have been

b) is d) were

16.1 saw two films yesterday, but I didn't like ... of them.

a) neither c) none

b) no d) either

17. The judge sent him to ... prison for ten years.

a) - c) the

b) a d) an

18. ... you tell me if this bus goes to Heathrow Airport?

a) must c) may

b) should d)could

19. Last year I stayed for a few days in an old house in Scotland which was famous ... its ghosts.

a) by c)about

b) at d) for

20. Your car costs ... than mine but it is more beautiful.

a) little c) the least

b) less d) fewer

Test 15

1. ... you still ... or have you found a job already?

a) are studied c) have studied

b) are studying d) have been studying

2. Any advice that the Queen may offer the Prime Minister ... secret.

a) keep c) is kept

b) are kept d) was kept

3. Members of British Parliament ... salaries since 1911.

a) paid c) are paid

b) have been paid d) were paid

4. I decided to change from central London to the suburbs because it ... so expensive to live there.

a) become c) will become

b) have become d) has become

5. The teacher asked her pupils where they ... to spend their holidays.

a) are going c) will be going

b) were going d) have been going

6. As you can see from the letter I ... my address and live in Oxford now.

a)change c) have changed

b) changed d) had changed

7. This time next week I ... on the beach in Spain.

a) lie c) will be lying

b) will lie d) will have been lying

8. Living in the country is ... than in a big city.

a) less expensive c) the least expensive

b) most expensive d) expensive

9.1 would like to meet ... you and thank you for your help.

a) with c) by

b) at d) -

10. Every time I go to the supermarket I ask ... why I go shopping so often.

a) my c) mine

b) myself d) they

11. It rains every day. If you ... the television with you, you will have nothing to do there.

a) not to take c) won't take

b) don't take d) aren't taken

12. The British Queen is certainly one of ... women in the world.

a) rich c) the richest

b) richer d) not rich

13. In 1979 Margaret Thatcher became ... first woman Prime Minister, yet she never appointed a woman in her Cabinet.

a) - с) а

b) the d) an

14. A passer-by asked if it ... the right road for Hastings.

a) is c) has been

b) was d) will be

15. Excuse me, ... I borrow your newspaper, if you are not reading it?

a) must c) might

b)can d)should

16. Bill said that he ... for me outside when I got to the station.

a) will be waiting c) is waiting

b) would be waiting d) waits

17.1 need some time to think about ... offer you made me.

a) - с) а

b) the d) an

18. We can't go by train. The train-drivers are ... strike.

a)on c)for

b) in d) at

19.1 think that he was lonely because he had few friends and ... of his neighbours ever spoke to him.

a) neither c) none

b) either d) no

20. After oil ... under the sea near the Welsh Coast, Britain has become self-sufficient in this energy source.

a) discovered c) will be discovered

b) was discovered d) is discovered

**Задания для практического контроля**

**Практикум по чтению**

Вариант 1

Текст

PARTNERSHIPS

1. A partnership is an association of two or more persons to carry on a business for profit. When the owners of the partnership have unlimited liability they are called general partners. If partners have limited liability they are ‘limited partners’. There may be a silent partner as well – a person who is known to the public as a member of the firm but without authority in management. But he is not known to the public.

2. Any business may have the form of the partnership, for example, in such professional fields as medicine, law, accounting, insurance and stockbrokerage. Limited partnerships are a common form of ownership in real estate, oil prospecting, quarrying industries, etc.

3. Partnerships have more advantages than sole proprietorships if one needs a big capital or diversified management. Like sole proprietorship they are easy to form and often get tax benefits

from the government.

4. Partnerships have certain disadvantages too. One is unlimited liability. It means that each

partner is responsible for all debts and is legally responsible for the whole business. Another disadvantage is that partners may disagree with each other.

I. В первом абзаце текста найдите предложения с пассивной конструкцией. Определите видовременную форму глагола-сказуемого. Переведите предложения на русский язык.

II. Во втором абзаце текста найдите предложение, в котором употребляется

многозначный глагол to be. Определите функцию глагола. Переведите предложение на русский язык.

III. В третьем абзаце текста найдите предложение, в котором слово с окончанием -s

является глаголом. Определите его видовременную форму. Переведите предложение на русский язык.

IV. Найдите в тексте английские эквиваленты следующих русских словосочетаний:

1) вести дело;

2) партнер с ограниченной юридической ответственностью;

3) добыча нефти;

4) частная собственность;

5) получать льготы по налогообложению;

6) быть юридически ответственным;

7) недвижимость.

V. Перепишите и письменно переведите 2, 3, 4 абзацы текста.

VI. Письменно ответьте на вопросы.

1. What is a limited partnership?

2. What is a general partnership?

В а р и а н т 2

Текст

CORPORATIONS

1. A business corporation is an institution established for the purpose of making profit. It is operated by individuals. Their shares of ownership are represented by stock certificates. A person who owns a stock certificate is called a stock-holder.

2. There are several advantages of the corporate form of ownership. The first is the ability to attract financial resources. The next advantage is that the corporation attracts a large amount of

capital it can invest in plants, equipment and research. And the third advantage is that a corporation offers salaries and thus attracts talented managers and specialists.

3. The privately owned business corporation is one type of corporation. There are some other types too.

Educational, religious, charitable institutions can-also incorporate. Usually such corporation does not issue stocks and is nonprofit. If there is a profit it is reinvested in the institution rather than distributed to private stockholders.

4. In some western countries, cities and states federal government and special agencies are

establishing governmental corporations now. A few examples of these governmental corporations

are state universities, state hospitals and city owned utilities. Governmental corporations are non-

profit as a rule and usually they do not issue stock certificates.

I. В первом абзаце текста найдите предложения с пассивной конструкцией, определите видовременную форму глагола-сказуемого. Переведите предложения на русский язык.

II. Найдите в тексте предложения, в которых употребляется глагол to do. Переведите

предло-

жения, обращая внимание на значение данного глагола.

III. В первом абзаце текста найдите предложение, в котором глагол

IV. Найдите в тексте английские эквиваленты следующих русских словосочетаний:

1) выпускать акции;

2) привлекать финансовые ресурсы;

3) привлекать большой капитал;

4) акционер, держатель акций;

5) повторно инвестировать;

6) предлагать высокие оклады;

7) неприбыльный.

V. Перепишите и письменно переведите 2, 3, 4 абзацы текста.

VI. Письменно ответьте на вопросы.

1. What is a business corporation?

2. What corporations don’t issue the stock?

В а р и а н т 3

Текст

CORPORATE FINANCE

1. Corporations need financing for the purchase of assets and the payment of expenses. The

corporations can issue shares in exchange for money or property. Sometimes it is called equity funding. The holders of the shares form the ownership of the company. Each share is represented by a stock certificate, which is negotiable.

It means that one can buy and sell it. The value of a share is determined by the net assets divided by the total number of shares outstanding. The value of the share also depends on the success of the company. The greater the success, the more value the shares have.

2. A corporation can also get capital by borrowing. It is called debt funding. If a corporation

borrows money, they give notes or bonds. They are also negotiable. But the interest will be paid out whether business is profitable or not.

3. When running the corporation, management is to consider both the outflow and inflow of capital. The outflow is formed by the purchase of inventory and supplies, payment of salaries.

The inflow is formed by the sale of goods and services. In the long run the inflow must be

greater than the outflow. It will result in a profit.

4. In addition, a company must deduct its costs, expenses, losses on bad debts, interest on

borrowed capital and other items. It helps to determine if the financial management has been profitable. The amount of risk involved is also an important factor. It determines the fund rising

and it shows if a particular corporation is a good investment.

I. В третьeм абзаце текста найдите предложения с пассивной конструкцией.

Определите видовременную форму глагола-сказуемого. Переведите предложения на

русский язык.

II. В четвертом абзаце текста найдите предложения, в которых глагол to be выполняет функцию глагола-связки. Переведите предложения на русский язык.

III. Во втором абзаце текста найдите предложение, в котором употребляются слова с окончанием -s. Определите, какой частью речи являются слова и какую функцию выполняет это окончание. Переведите предложение на русский язык.

IV. Найдите в тексте английские эквиваленты следующих русских словосочетаний:

1) оплата расходов;

2) сертификат акций;

3) держатели акций;

4) акционерный (долевой) способ формирования денежного фонда;

5) образование денежного фонда с помощью займа;

6) ценность (стоимость) акции;

7) фиксированный процент (доля).

V. Перепишите и письменно переведите 1, 2, 3 абзацы текста.

VI. Письменно ответьте на вопросы.

1. What does debt funding mean?

2. How is the value of a share determined?

В а р и а н т 4

Текст

WHOLESALING

1. Wholesaling is a part of the marketing system. It provides channels of distribution which help to bring goods to the market. Generally indirect channels are used to market manufactured

consumer goods. It could be from the manufacturer to the wholesaler, from the retailer to the consumer or through more complicated channels.

A direct channel moves goods from the manufacturer or producer to the consumer.

2. Wholesaling is often a field of small business, but there is a growing chain movement in the western countries. About a quarter of wholesaling units account for one-third of total sales.

3. Two-thirds of the wholesaling middlemen are merchant wholesalers who take title to the

goods they deal in. There are also agent middlemen who negotiate purchases or sales or both.

They don't take title to the goods they deal in. Sometimes they take possession though. These agents don't earn salaries. They receive commissions. This is a percentage of the value of the goods they sell.

4. Wholesalers simplify the process of distribution. For example, the average supermarket stocks 5,000 items in groceries alone, a retail druggist can have more than 6,000 items. As a wholesaler handles a large assortment of items from numerous manufacturers he reduces the problems of both manufacturers and retailers.

The store-keeper is not to deal directly with thousands of different people. He usually has a well-stocked store and deals with only a few wholesalers.

I. В первом абзаце текста найдите предложение с пассивной конструкцией. Определите видовременную форму глагола-сказуемого. Переведите предложение на русский язык.

II. В первом абзаце текста найдите предложение, в котором глагол to be выполняет

функцию глагола-связки. Переведите предложение на русский язык.

III. В третьем абзаце текста найдите предложения, в которых употребляется глагол to do. Переведите предложения, обращая внимание на значение данного глагола.

IV. Найдите в тексте английские эквиваленты следующих русских словосочетаний:

1) непрямая система сбыта;

2) обеспечивать системой (сбыта);

3) розничный торговец;

4) контора по оптовой торговле;

5) оптовый скупщик;

6) приобретать товар как собственность;

7) вести переговоры по поводу купли или продажи.

V. Перепишите и письменно переведите 2, 3, 4 абзацы текста.

VI. Письменно ответьте на вопросы.

1. What is the aim оf the wholesaling?

2. What channel of distribution is preferable?

В а р и а н т 5

Текст

PRICING

1. All products and all services have prices. The price depends on different things such as credit terms, delivery, quality and other forms of service. It's hardly possible to determine such a price.

The price may be too high to produce a large volume or too low to cover costs. No other area of marketing operations has been a subject of bad practice. Many businesses pursue unsound price policies for long periods of time and are not aware about it.

2. Prices are determined in different ways. For example, the prices of meat, cotton and other agricultural prices are set on the large central market where forces of supply and demand exist.

This is pure price competition.

The prices on industrial products (iron, steel etc.) are usually charged by large companies. As a rule the amount and price of goods sold to large number of buyers is controlled by a few

competing sellers. Prices can also be set by the government, usually for different public services – railroads, electricity, manufactured gas, bus services etc.

3. If demand increases, prices rise, profits expand and new investment will be attracted. But other factors are involved as well. Prices are related to each other in different ways. Ultimately,

everything is related to each in price, since the consumer can buy and must pay for everything

out of a particular, limited amount of money.

I. В третьем абзаце текста найдите два предложения с пассивной конструкцией.

Определите видовременную форму глагола-сказуемого. Переведите предложения на

русский язык.

II. Во втором абзаце текста найдите предложение, в котором глагол to be выполняет

функцию глагола-связки. Переведите предложение на русский язык.

III. В первом абзаце текста найдите предложение, в котором слово с окончанием -s

является глаголом. Определите его видовременную форму. Переведите предложение на русский язык.

IV. Найдите в тексте английские эквиваленты следующих русских словосочетаний:

1) покрывать затраты; 2) вести неразумную ценообразовательную политику; 3)

предложение и спрос; 4) конкуренция в ценообразовании; 5) устанавливать цены; 6)

кредитные условия; 7) общественные услуги (общественно-коммунальные услуги).

V. Перепишите и письменно переведите 1, 2 абзацы текста.

VI. Письменно ответьте на вопросы.

1. How are industrial products usually priced?

2. What public services are priced by the government?

**Перечень вопросов для подготовки к промежуточной аттестации по дисциплине**

**Грамматический материал:**

1. Имя существительное. Артикль. Образование множественного числа существи-

тельных. Падеж имён существительных.

2. Повелительные предложения.

3. Местоимение. Классификация местоимений.

4. Имя числительное. Количественные числительные. Порядковые числительные.

5. Глагол. Основные глагольные формы. Инфинитив.

6. Времена английского глагола. Действительный залог. Формы настоящего времени.

The Simple Forms.

7. Прилагательное. Место прилагательного в предложении. Степени сравнения при-

лагательных. Сравнительные конструкции с прилагательными.

8. Классификация и употребление наречий. Степени сравнения наречий.

9. Времена английского глагола. Действительный залог. The Continuous Forms.

10.Постановка вопросов к предложению. Общий вопрос и краткие ответы. Специальный вопрос. Альтернативный вопрос. Разделительный вопрос.

11.Времена английского глагола. Действительный залог. The Perfect Forms.

Лексический материал:

1. Оптовая и розничная торговля

2. Рынок и производство

3. Спрос и предложение

4. Ценообразование

5. Внешняя торговля

6. Контракты

**3.1.Задания для промежуточной аттестации по дисциплине в 5-6 семестрах**

Вариант 1.

1. Прочитайте и переведите текст.

Business

Business is an organization which involves the trade of goods and services. Every day thousands of people start their own business. To be successful in business one should have special character traits, for example, to be hard-working, clever, energetic and even adventurous. If a person wishes to launch a new business he or she has to take some preparatory steps. The first one is the selection of a legal form. Different countries have different laws about legal types of businesses.

Usually they are a limited liability company, a partnership and a sole proprietor. These forms of business slightly differ. The limited liability company is a legal entity. In case of a bankruptcy it has to reimburse its debts with all its assets. Sole proprietors or partners do not form a legal entity. In case of their bankruptcy they reimburse the debts not only with their assets but also with their own belongings. It includes houses, cars, money, etc. That’s why the majority of

businessmen prefer to set up the limited liability companies. The second step is the preparation of certain documents. The third step includes initial investments and the appointment of a director. Every new business has to be registered with the official company register. Business should mainly bring profit. However, the founders sometimes don’t have enough experience and make many mistakes. This leads to losses instead of profit. All financial information of the company can be kept in the financial reports. There are a lot of reports submitted annually, semi-annually and quarterly. Every government requires detailed information on the company’sperformance and collects taxes. That’s why financial reports are important. In conclusion, I’dlike to add that every business is not an easy activity. Thus, the knowledge of basic economic principles is vital for people who want to set up a business.

2.Дополните предложения глаголами в скобках, употребив их в форме Past Indefinite.

1. I knew Sarah was very busy, so I ...her. (disturb)

2. I was very tired, so I ...to bed early, (go)

3. The bed was very uncomfortable. I ...very well, (sleep)

4. Sue wasn't hungry, so she ...anything, (eat)

5. We went to Kate's house but she. ...at home, (be)

6. It was a funny situation but nobody ...(laugh)

7. The window was open and a bird ...into the room, (fly)

8. The hotel wasn't very expensive. It ...very much, (cost)

9. I was in a hurry, so I ...time to phone you. (have)

10. It was hard work carrying the bags. They...very heavy, (be)

Вариант 2.

1. Прочитайте и переведите текст.

How to Write a Resume

No matter what method of job hunting you use, inevitably somebody will ask you for a resume.

Most companies require a resume before seriously considering a job candidate from the outside.

Resumes are sometimes also required in order to receive a job transfer within a company.

The purpose of a resume is to help you obtain a job interview, not a job. Very few people are hired without a personal interview.

Effective resumes are straightforward, factual presentations of a person's experience and

accomplishments. They are neither over detailed nor too sketchy. A general rule is that two or three pages in length is best.

One page seems too superficial; a four-page (or longer) resume may irritate an impatient

employment official. Some writers suggest that a chronological (the standard-type) resume be used; others argue for an accomplishment resume. A useful resume should include both your

experiences and key accomplishments. When sent to a prospective employer, a resume should be professionally reproduced, with particular attention to misspellings, typographical errors, and careful spacing.

To attract attention, some job seekers print resumes on tinted paper, in a menu-like folder, or on unusual-sized paper. If done in a way to attract positive attention to yourself, these approaches have merit.

2.Употребите глагол из скобок в нужной форме (Present Perfect/Past Indefinite).

1. The weather.....(not/be) very good yesterday.

2. My hair is wet. I ....(just/wash) it.

3. I ..... (wash) my hair before breakfast this morning.

4. Kathy travels a lot. She .....(visit) many countries.

5. 'Is Sonia here?''No, she .....(not/come) yet.'

6. A: ...(you/ever/be) to Florida?

7. B: Yes, we ... (go) there on holiday two years ago.

8. A: ... (you/have) a good time?

9. B: Yes, it ...(be) great.

Вариант 3

1. Прочитайте и переведите текст.

Choosing an Occupation

One of the most difficult problems a young person faces is deciding what to do about a career.

There are individuals, of course, who from the time they are six years old "know" that they want to be doctors or pilots or fire fighters, but the majority of us do not get around to making a

decision about an occupation or career until somebody or something forces us to face the problem.

Choosing an occupation takes time, and there are a lot of things you have to think about as you try to decide what you would like to do. You may find that you will have to take special courses to qualify for a particular kind of work, or may find out that you will need to get some actual work experience to gain enough knowledge to qualify for a particular job.

Fortunately, there are a lot of people you can turn to for advice and help in making your decision.

At most schools, there are teachers who are professionally qualified to counsel you and to give detailed information about job qualifications. And you can talk over your ideas with family members and friends who are always ready to listen and to offer suggestions.

But even if you get other people involved in helping you make a decision, self evaluation is an important part of the decision-making process.

2.Исправьте ошибки и напишите грамматически правильные предложения

1. I reading the novel at the moment.

2. my parents had go to work every day.

3. Shall I to read.

4. Did she closed the door last time?

5. Have you already cooked dinner?

Вариант 4.

1. Прочитайте и переведите текст.

Nowadays there are post-offices in every town and city. If you want to post an ordinary letter or a postcard, you need to buy an envelope with required stamp, write the address on it and put your letter in and send it. For a registered letter, an airmail letter or an ordinary letter to another

country, one must buy and stick other stamps on the envelope.

If you want to send a telegram, you can either take it to the nearest post-office or dictate it over the telephone. But if you have the Internet, there is no need to go to the local post-office, you can just connect to the Internet and using your mail program, send a letter or letters to where you

need. The only condition is whether your recipient has or not a computer and the Internet. E-mail

is cheaper and instant.

If you want to use traditional method and would like your letter to arrive more quickly, you can send it by airmail or express mail.

If you want to send a parcel, you must go to the post-office, hand your parcel to an assistant, who weighs it on scales and gives you the necessary stamps. The amount you have to pay depends on the weight of the parcel.

2.Раскройте скобки в условных предложениях II типа и поставьте глаголы в правильную форму.

Например: If Susan … (move) to Tokyo, she … (live) near her sister.

(ЕслибыСюзанпереехалавТокио, онабыжиларядомсосвоейсестрой.) – If Susan moved to Tokyo, she would live near her sister.

1.If you … (have) a driving license, you … (get) this job. (Если бы у тебя были водительские права, ты бы получил эту работу.)

2.My dog … (be) 20 years old today if it … (be) alive. (Моей собаке исполнилось бы 20 лет сегодня, если бы она была жива.)

3.I … (go) to the police if I … (be) you. (Я бы обратился в полицию на твоем месте.)

4.If people … (not buy) guns, the world … (become) safer. (Если бы люди не покупали

оружие, мир стал бы безопаснее.)

5.Tom ... (not eat) much “fast food” if his wife … (cook) at home. (Том не ел бы много

«фастфуда», если бы его жена готовила дома.)

Вариант 5.

1. Прочитайте и переведите текст.

Internet and Modern Life

The Internet has already entered our ordinary life. Everybody knows that the Internet is a global computer network, which embraces hundred of millions of users all over the world and helps us to communicate with each other.

The history of Internet began in the United States in 1969. It was a military experiment, designed to help to survive during a nuclear war, when everything around might be polluted by radiation and it would be dangerous to get out for any living being to get some information to anywhere.

Information sent over the Internet takes the shortest and safest path available from one computer to another. Because of this, any two computers on the net will be able to stay in touch with each other as long as there is a single route between them. This technology was called packet

switching.

Invention of modems, special devices allowing your computer to send the information through the telephone line, has opened doors to the Internet for millions of people.

Most of the Internet host computers are in the United States of America. It is clear that the

accurate number of users can be counted fairly approximately, nobody knows exactly how many

people use the Internet today, because there are hundred of millions of users and their number is

growing.

2.Употребите глагол из скобок в нужной форме (Past Continuous/Past Indefinite).

A: What .... you ...(do) when the phone........ (ring)?

B: I ... (watch) television.

A: ...Jane (be busy) when you ...(come) to see her?

B: Yes, she ...(study).

A: What time ...the post ...(arrive) this morning?

B: It ...(come) while I ...(have) breakfast.

A: Was Margaret at work today?

B: No, she ...(not/go) to work. She was ill.

A: How fast ...you...(drive) when the police ...(stop) you?

B: I don't know exactly but I ...(not/drive) very fast.

Вариант 6.

1. Прочитайте и переведите текст.

The Internet service is e-mail

Nowadays the most popular Internet service is e-mail. Most of the people use the network only for sending and receiving e-mail messages. They can do it either they are at home or in the

internet clubs or at work. Other popular services are available on the Internet too. It is reading news, available on some dedicated news servers, telnet, FTP servers, etc.

In many countries, the Internet could provide businessmen with a reliable, alternative to the expensive and unreliable telecommunications systems its own system of communications.

Commercial users can communicate cheaply over the Internet with the rest of the world. When they send e-mail messages, they only have to pay for phone calls to their local service providers, not for international calls around the world, when you pay a good deal of money.

But saving money is only the first step and not the last one. There is a commercial use of this network and it is drastically increasing. Now you can work through the internet, gambling and

playing through the net.

However, there are some problems. The most important problem is security. When you send an e-mail, your message can travel through many different networks and computers. The data is constantly being directed towards its destination by special computers called routers. Because of this, it is possible to get into any of the computers along the route, intercept and even change the data being sent over the Internet. But there are many encoding programs available. Notwith-

standing, these programs are not perfect and can easily be cracked.

Another big and serious problem of the net is control. Yes, there is no effective control in the Internet, because a huge amount of information circulating through the net. It is like a tremendous library and market together. In the future, the situation might change, but now we have what we have. It could be expressed in two words— an anarchist's dream.

2.Дополните предложения глаголами из списка, употребив их в форме Past Perfect.

begin do read see fly

1. The meeting ...before we got to the place.

2. ...you ...your homework yet?

3. They ...two English books by the end of the month.

4. I couldn't recognize him because I ...him since we went to school together.

5. The man sitting next to me on the plane was very nervous. He ...never ...before.

Вариант 7.

1. Прочитайте и переведите текст

Marketing and Marketing Mix. Promoting a Product

Marketing is a process of planning, designing and distributing ideas, goods and services in order to satisfy customer`s needs and make profits.

Marketing is a complex process of goods promotion which consists of four main components, which are called 4 Ps or marketing mix. Marketing mix is the activities you have to combine successfully in order to sell your product. These components include product, price, place and promotion. Product is actually ideas or services you`d like to sell. Price is the sum of money

you`d like you get for selling your product in order to cover all production expenses and get profit. Promotion is the complex of activities you have to do to advertise your product. And place implies not only where you would like to sell your product (country, city, retail outlet), but also time (if the product meets current market situation or not). Moreover, there is one unspoken component of 4 Ps, which is packaging. Packaging is vitally important in marketing because it can make or break the whole marketing strategy of the company.

Every product has to be properly promoted so as to be profitably sold. So various methods of

promotion are used by genius marketers and advertisers. They include classified advertisements

in newspapers, open air hoardings, neon signs as well as display advertisements. Moreover, TV

commercials are also a popular method of advertising. TV commercials can include product

endorsement. Publicity can be gained by other promotional activities such as special offers, free

samples, free gifts, competition with prizes, loyalty cards and cross promotion.

So if you want your product to be highly competitive and market-oriented, your company should

pay a lot of attention to marketing and product promotion.

2. Поставьте глаголы, данные в скобках, в требуемую по смыслу видо-временную

форму.

1. They (have opened / opened) a souvenir shop in the Alexander Garden last summer. 2.

Today, there (are / will be) many parks and public gardens in Moscow. 3. Research

activities and restoration works (helped /helps) preserve the monuments of the Moscow

Kremlin. 4. The Moscow Kremlin (is / was) one of the greatest architectural complexes in

the world.

Вариант 8.

1. Прочитайте и переведите текст.

Ecology

Ecology is the study that helps to preserve the Earth, its plants and animals. It is also supposed to

study the environment and the relationship between human activities and nature. Until recently

this relationship was in balance. However, at present times we have to face such ecological

problems as acid rain, global warming, loss of rare species, ozone reduction, etc. Many scientists

think that it is connected with industrial boom and development of civilization in the world.

Building numerous factories people have started to interfere intensively in nature. Every year

world industry pollutes the atmosphere with tons of dust and other harmful things. As a result

many species of animals and plants disappear forever, including fish and birds. Many large cities

suffer from factory smog. Their activity pollutes the air, the water, the forests and the land. Apart

from factories there are lots of vehicles in the streets of every more or less developed city. It

includes cars, motorbikes, buses, minivans, trucks and other types of transport which use fuel.

First of all, they exhaust toxic gases into the air. Secondly, they are considered to be the main

noise offenders in the city. This problem progresses as the number of cars increases from year to

year. As a result the level of harmful substances in the air also increases. Another problem which

is worth mentioning is the tree cutting. Trees are a source of oxygen and clean air. So, by doing

this people simply violate the biological balance. All the above mentioned ecological problems

are the result of man’s careless interaction with nature. In my opinion, environmental protection

should become of a global concern and serious measures should be taken to create ecological

security.

1. Раскройте скобки в условных предложениях I типа и поставьте глаголы в

правильную форму.

Например:If it … (rain), we … (stay) at home. (Еслипойдетдождь,

мыостанемсядома.) – If it rains, we shall stay at home.

1.If he … (practice) every day, he … (become) a champion. (Если он будет

тренироваться каждый день, он станет чемпионом.)

2.She … (help) us if we … (ask). (Она поможет нам, если мы попросим.)

3.If they … (have) enough money, they … (open) a restaurant next year. (Если у них

будет достаточно денег, они откроют ресторан в следующем году.)

4.I … (not talk) to you anymore if you … (insult) me. (Я не буду с тобой больше

разговаривать, если ты обидишь меня.)

5.If Bob … (not keep) his word, Anna … (be angry) with him. (Если Боб не сдержит

слово, Анна разозлится на него.)

Вариант 9.

1. Прочитайте и переведите текст.

An employer has several options to consider when he wants to hire a new employee. First of all,

he may look within his own company. But if he can’t find anybody suitable for the position he

will look outside the company. If there is a personnel office in the company, he can ask them to

help him to find a qualified applicant. The employer can also use other valuable sources, for

example, employment agencies, consulting firms, placement offices and professional societies.

He can also advertise in a newspaper or in a magazine and request candidates to send in resumes.

The employer has two sets of qualifications to consider if he wants to choose from among the

applicants. He must consider both professional qualifications and personal characteristics. A

candidate’s education experience and skills are included in his personal qualifications. These can

be listed on a resume. A Resume or Curriculum vitae (CV) is an objective written summary of

your personal, educational, and experience qualifications. Personal characteristics or personality

traits must be evaluated through interviews.

2.Составьте предложения, выбрав начало из первого столбца и окончание – из второго.

She is interested a) drinking alcohol.

I would like b) to seeing my daughter.

You should give up c) being ill.

We really enjoy d) laughing at her.

I’m looking forward e) to living in a dirty house.

He is used f) talking to drunk people.

She pretended g) swimming in the sea.

Pamela is good h) to have a cup of coffee.

I couldn’t help i) in surfing the Internet.

She avoids j) at riding a horse.

Вариант 10.

1. Прочитайте и переведите текст.

The role of foreign languages in education.

During the educational process we learn different subjects and get different skills. It will help us

in our future life to get interesting well-paid job and we want. But as usual there is always a

foreign language in every educational curriculum. So why do we need foreign languages for?

The answer is rather simple. There are for about 6 billons of people on our planet and all of them

speak a great number of languages. Most popular of them are very necessary for every person in

modern life. The reason is simple – to understand people from others countries and make

communication with them easier. It is very important because people don`t live separately from

each other. But it isn`t enough to know only popular languages. People also need to study ancient

languages. Why? Because they are maternal to modern languages and learning them help us to

understand modern languages better.

2.Выберите в скобках правильный вариант модального глагола. Переведитепредложения.

1.He … (can’t/couldn’t) open the window as it was stuck.

2.Interpreters … (may/must) translate without dictionaries.

3.… (Can/May) I use me your bike for today?

4.… (May/Could) you give me the recipe for this cake?

5.I hardly ever see Jane, she … (may/might) have moved to Africa.

6.Take an umbrella. It … (may/can) rain.

7.You … (could/should) stop smoking. You know you … (cannot/must not) buy health.

8.You … (may/must) finish the article as soon as possible.

9.Liz doesn’t … (ought to/have to) keep to a diet anymore.

10.Lara … (can/might) get a playstation for her birthday.

11.You … (must not/needn’t) read in the dark.

12.My grandfather is retired, so he … (shouldn’t/doesn’t have to) go to work.

13.The fridge is full, so we … (must not/needn’t) go shopping.

14.Our employees … (can/must) sign this agreement.

15.We … (may/ought to) reserve a table in advance if we want to have dinner there.

**3.2 Дополнительные задания для промежуточной аттестации по дисциплине в 5-6 семестрах**

Вариант № 1

1. Прочитайте и передайте содержание текста.

Advertisement as a service

Although the average citizen is usually annoyed by all the advertisements printed in newspapers

and magazines and the commercials broadcast on TV, the impact of the whole advertising

industry on a single person is immense and plays a very important role in our lives. Advertising

absorbs vast sums of money but it is useful to the community. What are the functions of

advertisements? The first one to mention is to inform. A lot of the information people have about

household devices, cars, building materials, electronic equipment, cosmetics, detergents and food

is largely derived from the advertisements they read. Advertisements introduce them to new

products or remind them of the existing ones. The second function is to sell. The products are

shown from the best point of view and the potential buyer, on having entered the store,

unconsciously chooses the advertised products. One buys this washing powder or this chewing

gum, because the colorful TV commercials convince him of the best qualities of the product.

Even cigarettes or sweets or alcohol are associated with the good values of human life such as

joy, freedom, love and happiness, and just those associations make a person choose the

advertised products. The aim of a good advertisement is to create a consumer demand to buy the

advertised product or service. Children are good example as they usually want the particular kind

of chocolate or toy or chewing-gum. Being naive they cannot evaluate objectively what is

truthful and what is exaggerated and select the really good products unless they buy the goods

and check for themselves. Thirdly, since the majority of advertisements are printed in our press

we pay less for newspapers and magazines, also TV in most countries in cheap. The public

advertising seen on street hoardings, railway stations and buildings makes people's life more

joyful.

2. Расскажите о согласовании времен

Вариант № 2

1. Прочитайте и передайте содержание текста.

Brands

What is a brand? In my opinion, it's not only a trademark of some company, but the name of

certain product we use every day. For example, speaking about coffee most of us say Nescafe,

but not 'coffee'. This short example also illustrates the main aim of producers - to create brand

popularity, so that most of people would recognize the product among the competitors products.

Advertising campaigns are launched to enhance brand awareness, that's why sometimes brand

costs more than the whole company, for example one day of advertising at Yandex website (what

is called by Yandex sales managers as 'increasing brand popularity') costs $20000. Recognition

of a brand or, how it's called, brand awareness helps people to find the necessary size, quantity,

taste, especially, when they are in another country and don't know the local products'

specifications. What qualities should brand name possess? First of all, it should be eye-catching.

NameLab, company, which creates brand names, gives an example of 7-Up Company, which lost

$120 millions using name 'Lyke Cola' as a brand name first time after launching its product.

Lexicon Company was more original, creating brand name 'Pentium' for the Intel Processor:

"We've got '-ium' from the scientific text - founder of Lexicon says, - and multiplied it with 'pent'.

It sounded very strong, like a real chemical element." Name Sony is based on 'son', which means

sound in most of the countries. As all brand names are registered and protected by law, no one

else can produce the same product under such brand name. It's a very hard to create a new brand

name, as more than 365000 brands were registered in October, 2000 by American Patent

Organization, whereas Oxford dictionary consists of 615100 words, so some companies use

brand stretching - using a leader-brand to launch a new product in a new category, e.g.

'Bochkarev' chips. Brands always add value to products. That's why branded products seem to be

more expensive among other ones. But if we pay more, we pay for better quality. All in all,

brands are one of the moving forces of globalization.

2. Расскажите о герундии. Приведите примеры из текста

Вариант № 3

1. Прочитайте и передайте содержание текста.

Globalization

First of all, I'd like to mention some global companies: Microsoft, Coca-Cola, Marlboro, IBM,

McDonald's and Intel, the full list of which we can find in the Forbes magazine. Such big

companies, as Nestle or Pepsi have lots of subsidiaries all over the world, and such company as

Microsoft - only local support centers, but the "brain center" is in Redmond, but all of them try to

enter new markets using local partners and resellers. As for good and bad points of global

companies, I can mention that all companies that I know try to increase the quality of their

products, as they want to be the leaders in competition. Moreover, every company is always

willing to hear the customer's opinion about its products, to receive some suggestions, how to

improve the product. Some people can say that they've opened new world thanks to globalization

and, particularly, watching "soap operas". What's more, global companies try to adopt their

products to the traditional way if using them. On the other hand, globalization hurts the local

government's ability to deal with wages and taxes. Another bad point is that local factories,

which are disappearing every day, use more clean methods of production, as it's not necessary to

transfer production on long distances, for example.

The positive side of globalization is that qualified workers can migrate to other countries and get

a well-paid job. At the same time, Russia doesn't want to be out of the border of the world

processes. Some problems of globalization, for example, Russian producers are not ready to rival

fight. The will of many foreign companies to weaken our economy in order to put local

producers away from the rival market was also mentioned. We should save our local culture

when entering the global economy, and I fully agree with this.

2. Расскажите о причастии

Вариант № 4

1. Прочитайте и передайте содержание текста.

What is Economics?

It is difficult to give a full and accurate definition of economics, but it is possible to indicate

what problems economists are interested in. They are factors that affect prices of goods and

services and also resources necessary to produce them. Economists are also interested in sellers'

and buyers' behaviour in the market, in the relationship between "price system" and "market

mechanism". Now economics is more complex. There are three main approaches to economics:

microeconomics, macroeconomics, and development economics. There are also several

specialized areas of study. Among them are money economics, international economics, labour

economics, industrial economics, agricultural economics, growth economic, mathematical

economics, etc. Like many other sciences, economics uses models to understand economic

problems. A model often helps an economist to make correct predictions. The economist usually

follows several rules when he makes a model of economic behaviour. First, real life is complex

and it is not possible for an economist to include all the details in a model. So, a model is an

abstraction from real life. A model usually includes only essential elements and relationships of a

particular economic situation. Second, if an economist has two different models of one

phenomenon, he always chooses the model that predicts the results of a particular phenomenon

more accurately. Third, although models are helpful in economic analysis, an economist always

studies the actual economic situation before he makes decisions. It is not enough to make models,

it is also necessary to collect and study actual data in order to know how accurate a model is.

2. Расскажите об инфинитиве

Вариант № 5

1. Прочитайте и передайте содержание текста.

What is Business?

Business is a word which is commonly used in many different languages. But exactly what does

it mean? The concepts and activities of business have increased in modern times. Traditionally,

business simply meant exchange or trade for things people wanted or needed. Today it has a

more technical definition. One definition of business is the production, distribution, and sale of

goods and services for profit. To examine this definition, we will look at its various parts. First,

production is the creation of services or the changing of materials into products. One example is

the conversion of iron ore into metal car parts. Next these products need to be moved from the

factory to the marketplace. This is known as distribution. A car might be moved from factory in

Detroit to a car dealership in Miami. Third is the sale of goods and services. Sale is the exchange

of a product or service for money. A car is sold to someone in exchange for money. Goods are

products which people either need or want, for example, cars can be classified as goods. Services,

on the other hand, are activities which a person or group performs for another person or

organization. For instance, an auto mechanic performs a service when he repairs a car. A doctor

also performs a service by taking care of people when they are sick. Business, then, is a

combination of all these activities: production, distribution, and sale. However, there is one other

important factor. This factor is the creation of profit or economic surplus. A major goal in the

functioning of an American business company is making a profit. Profit is the money that

remains after all the expenses are paid. Creating an economic surplus or profit is, therefore, a

primary goal of business activity.

2. Расскажите о сложном дополнении

Вариант № 6

1. Прочитайте и передайте содержание текста.

Types of Advertising

There are basically three types of advertising, namely:

1. Consumer advertising is advertising aimed at the ordinary consumer and is typified by what is

seen on TV, heard on the radio or read in newspapers, magazines and so forth. This is mass

communication aimed at large numbers of potential purchasers in an effort to pre-sell

advertiser’s products to them and to create demand from targeted consumers.

2. Trade advertising, i.e. advertising aimed at wholesalers, retailers, brokers, agents and those

who are part of an advertiser's distribution system. Wholesalers buy from the advertiser, retailers

buy from me wholesaler and sell to the consumer. The purpose of trade advertising is to persuade

wholesalers and retailers to stock the advertiser's products, which in turn is easier for the

consumer to find and purchase the advertiser’s product.

3. Business to users advertising, i.e. advertising directed at industrial consumers. Here,

advertisers' products are bought by industrial customers, who use them as suppliers of services,

e.g. raw materials, or as consumers, e.g. buyers of disposable hats.

4. The basic principles of advertising are common to each type of advertising, apart from the fact

that orientation and media selection will tend to be more specialized for the second and third

types of advertising.5. There are five stages through which a potential consumer passes before

adopting a new product. We might call these acceptance stages, as follows. Each individual is

likely to go through the process at a different rate and many will not become regular users.

2. Составьте резюме.

Вариант № 7

1. Прочитайте и передайте содержание текста.

Employment

Getting a job is a very hard period in the life of most people. Companies choose an employee

from hundreds of candidates according to special rules, that's why there're special 'typical' factors,

influencing on employer's choice. Among such factors are: age, sex, experience, family

background and marital status, personality and references. If you're to go to an interview

tomorrow, sleep well before it and don't forget your CV at home - is the basic rule. Moreover,

there're some recommendations, which can help you, for example, to read annual report, or

company newspaper of the company to show your understanding of the corporate strategy on the

interview. What's more, you should choose corresponding dress code for the interview. Even

such advices are to help you make a good impression; some companies don't want to hire a man,

who follows every advice. To illustrate this, I can quote ArtemiyLebedev, the most famous

Russian web-designer: "If you enclose a standard stupid resume, written by the rules of

American bureaucracy, we would delete it immediately after receiving. If your CV is composed

according to all rules, we wouldn't choose you, as we might think, that your profession is to

acquire a job". After getting a job, you may have some unexpected troubles with boss, too: e.g. if

you dye your hair or wear something not appropriate. The best solution of such situation is to ask

a trade union for advice, which can always help you in your fight with an employer. Of course, if

you affect company discipline not coming in time or working badly, your dismissal wouldn't be

unfair. To conclude, I can say that it is sometimes hard not only to get a job, but also to work in

the staff, and if you don't want to be laid off, you should follow company rules, it is a must.

2. Составьте диалог по ситуации «Собеседование».

Вариант № 8

1. Прочитайте и передайте содержание текста.

Business Trips

Never before in the history of the world have businessmen traveled so much as they do today. It

is not surprising because we are living in a world of growing international trade and expanding

economic and technical cooperation. Fascinating though it is for tourist travelling, however, has

become the most tiring of all the occupations for many businessmen and experts. Choosing a

comfortable hotel to stay at is, therefore, a matter of some importance. There are plenty of good

hotels, motels, and guest houses. Many developing countries, such as India, Egypt, Nigeria, etc

have excellent hotels. Their numerous facilities include both: large and small cocktail barber's

shops and conference halls, equipped with simultaneous, multilingual translation systems. There

are parking areas which can accomodate a lot of cars. It might be useful for travelling

businessmen and tourists to know that tailor shops, shoe repair shops and laundry, dry cleaning

services are available for guests. People in the office help guests to book train or steamer tickets

and rent a car. They are also ready to give all necessary information. Nowadays people who go

on business mostly travel by air as it is the fastest means of travelling. Passengers are requested

to arrive at the airport 2 hours before departure time on international flights and an hour on

domestic flights as there must be enough time to complete the necessary airport formalities.

Passengers must register their tickets, weigh and register the luggage. Most airlines have at least

2 classes of travel: first class and economy class which is cheaper. Each passenger of more than

2 years of age has a free luggage allowance. Generally this limit is 20kg for economic class

passenger and 30kg for first class passenger. Excess luggage must be paid for except for some

articles that can be carried free of charge. Each passenger is given a boarding pass to be shown at

departure gate and again to the stewardess when boarding the plane. Watch the electric sign

flashes when you are on board, when the "Fasten Seat Belts" sign goes on do, it promptly and

also obey the "No Smoking" signal.

2. Три формы неправильных глаголов

Вариант № 9

1. Прочитайте и передайте содержание текста.

My Work at the Foreign Trade Company

I work as a manager at the “Star tour” company. It is Russian company which works on the

business travel market. Two weeks ago I was sent by the administration of our company to

London where I studied the English travel companies, their traditions, their marketing and

management. Now my business trip is coming to the end and I want to share with you my

impressions of English business world. First of all English businessmen are well known all over

the world for their honesty and decency. If an Englishman gives you his word he will keep it in

any case. Besides that, nothing can prevent him from refusing the once taken decision. Of course,

there are some exclusions, but they are so rare that nobody should put attention on them.

During the last two weeks my working day was approximately the same. Early in the morning I

took a taxi to my hosts’ headquarters, which is situated in the City – the business heart of London.

First of all I usually asked my secretary if there were any letters for me. Then she gave me my

correspondence and fresh newspapers and I followed to my office-room. There I studied all

documents that had come for my name and wrote a short report about previous business day and

then faxed it to my native company in Vladivostok. After that I went to the office-room to get

tasks for the new day and ask some questions about their company, its history, traditions, clients,

and so on. My usual job was meeting with potential clients, discussing their rest plans and

offering the services of the company. I usually met with 10 or 12 people a day. They were

representatives of different social groups and communicating with them increased my knowledge

of England and Englishmen, their psychology greatly. This business trip was a great chance for

me and I hope I used this chance fully. Now I know a lot about Western business world, about

travel business and this knowledge will, of course, help my in my future career.

2. Видо-временная форма Present Continuous

Вариант № 10

1. Прочитайте и передайте содержание текста.

The Flight

When preparing to fly, passengers are requested to arrive at the airport 2 hours before departure

time. They must register their tickets, weigh and check their luggage. Most airlines have at least

2 classes of travel, first class and economy class. Economy class tickets are much less

expensive. Each passenger more than 2 years old gets a free luggage allowance. Generally this

weight limit is 20 kg of checked baggage for economy class passengers and 30 kg for first class

passengers. If you check excess luggage you’ll have to pay a fee calculated by the number of

extra pieces and the extra weight. Every passenger is also allowed one small carry-on bag, for

instance a laptop computer or small suitcase. The rules for passengers who are traveling abroad

are similar in most countries but there are, sometimes, slight differences. Here are some things

to remember: if, for instance, you need to go through Customs, try to fill in the customs

declaration before you talk to the customs officer. He will ask every passenger the same, routine

questions about whether he is carrying anything he wants to declare: like tobacco, alcohol,

presents, and sums of money. At the check-in counter, your ticket is looked at, your things are

weighed and labeled with their destination. The next formality is filling in the immigration form

and going through passport control. Remember to have a black or blue pen with you because the

immigration form has to be filled in block letters. You write your name, nationality, permanent

address and the purpose of your trip. After fulfilling all these formalities you go to the departure

lounge where you can have a snack, read a paper or buy something in the duty-free shop and

wait for the announcement to board the plane. When you arrive at your destination, some of

these same formalities will be repeated. At the airport you may be met by a specially trained

dog whose job it is to make sure that no passengers are carrying any illegal drugs. In addition,

the immigration officer might want to inspect your visa, your invitation and even your return

ticket. There is one inconvenience you have to be prepared for when you’re traveling long

distances by plane. It's a difference between the time you are accustomed to and the time of the

place you’re traveling to, especially if it’s far from home.

2. Составьте диалог по ситуации

Вариант № 11

1. Прочитайте и передайте содержание текста.

Мodern Tourism Narrows the Mind

Until recently, we all believed that travel broadened the mind, but now many believe the exact

opposite: "Modern tourism narrows the mind". It's needless to say that tourism tops the list of

pastimes during one's vacations. Why? The answer seems to be unexpectedly easy - it's all

because of the strong desire to entertain oneself. Modern tourism includes not only travelling

through magnificent scenery or the world's most treasured sites and going sightseeing. Decent

travel agencies have understood that providing such tours only is nail-biting because modern

clients can't be hooked on that "drag". Moreover, modern tourism tends to disregard these "old-

fashioned" tours. Modern tourists demand more - and attentive stuff is ready to offer more.

Besides enjoying beaches or going for a stroll people need shopping. No matter how strange it

may seem, but thousands tourists, in spite of being tired of their daily routine, disregard seaside

resorts and gorgeous views just to go shopping. I wonder if anyone can say it broadens one's

horizons. Bars, discos, clubs and other entertainment facilities are extremely popular with the

tourists. They are fond of these places as if they don't have the same in their own country. In

spite of staying out of public eye and packed places, enjoying unique things that can be only

found in the place they are in, people want to fill up their time by something common, with no

escapade. In fact, it may indeed be true to say that modern tourism can influence us in a negative

way. Sometimes even just travelling experience can be so powerful, and alter the traveller's way

of thinking so greatly, that they lose their cultural identity. Another potential problem is that a

traveller may become a victim of discrimination, and lose his confidence as a result. Since the

behaviour and customs of the locals may be very different from those of the inhabitants of the

host culture, they may encounter negative reactions - unfriendliness, or even hostility, for

example. Moreover, the fact is that modern tourism is considered to ruin everything that in

touches. Butasforme, that's a completenonsense.

3. Составьте диалог по ситуации «Прохождение таможенного контроля».

Вариант № 12

1. Прочитайте и передайте содержание текста.

A Stockbroker is an Honorable Business

Our brokerage firm was founded in 1931 by my father, Reed Glover. He was a banker. I'm 40

years old. I started in the securities business in 1954. I believed we were in a new era: there

could no longer be a severe collapse in stock prices. In 1968 and 1969 a great many large firms

overexpanded. Worse than that, they recommended stocks which were unsound. The downturn

occurred in 1969 and 1970, many of these firms went out of business. They forgot that there

really isn't a new era. The business cycle is not going to vanish. You must be prepared for

adversity as well as prosperity. When you're dealing with an individual's money it's a terrific

responsibility. The individual is exposed to so many people in the brokerage business that it's

quite a compliment to have him turn to you for investment service. The rule I've always gone by

is that I expect to have my brother-in-law's account and my roommate in college. But it seems

everybody has a roommate in college or a brother-in-law who's in this business. So I don't really

use my social acquaintances for purposes of business. My closest friends are with many of .the

brokerage firms. At social gatherings we don't discuss the market, other than in an amuzing way.

I'm amazed how rarely the individual customer will find fault with the broker. Along with that,

there's no written contract in our business. If the stock goes down, the customer's word is his

pledge. They all pay. This is an honorable business. When you're dealing with a person's money

and investments, you deal with his hopes, ambitions, dreams. It's quite easy to look around and

say this is a parasitical business. All you're doing is raking off your cut from the productivity of

others. That is, I think, an erroneous view. Frankly, I've wrestled with that. It comes down to this:

the btext2html of the country's strength and prosperity is the finest economic system that's ever

been devised, with all its imperfections. Our system depends on a free exchange of publicly

owned assets, and we're part of the picture. If there were no stock market, I think the economy

would be stifled. It would prevent the growth of our companies. Without a stock market, the

companies wouldn't be able to invest their capital and grow. Thisismylifeand I count.

2. Составьте рассказ по теме «Внешняя торговля».

Вариант № 13

1. Прочитайте и передайте содержание текста.

Employment

Getting a job is a very hard period in the life of most people. Companies choose an employee

from hundreds of candidates according to special rules, that's why there're special 'typical' factors,

influencing on employer's choice. Among such factors are: age, sex, experience, family

background and marital status, personality and references. If you're to go to an interview

tomorrow, sleep well before it and don't forget your CV at home - is the basic rule. Moreover,

there're some recommendations, which can help you, for example, to read annual report, or

company newspaper of the company to show your understanding of the corporate strategy on the

interview. What's more, you should choose corresponding dress code for the interview. Even

such advices are to help you make a good impression; some companies don't want to hire a man,

who follows every advice. To illustrate this, I can quote ArtemiyLebedev, the most famous

Russian web-designer: "If you enclose a standard stupid resume, written by the rules of

American bureaucracy, we would delete it immediately after receiving. If your CV is composed

according to all rules, we wouldn't choose you, as we might think, that your profession is to acquire a job". After getting a job, you may have some unexpected troubles with boss, too: e.g. if you dye your hair or wear something not appropriate. The best solution of such situation is to ask a trade union for advice, which can always help you in your fight with an employer. Of course, if you affect company discipline not coming in time or working badly, your dismissal wouldn't be

unfair. To conclude, I can say that it is sometimes hard not only to get a job, but also to work in

the staff, and if you don't want to be laid off, you should follow company rules, it is a must.

2. Составьте диалог по ситуации «Собеседование».

Вариант № 14

1. Прочитайте и передайте содержание текста.

Meals in Britain

Since the 1970's eating habits in Britain have undergone a change. People have been encouraged by doctors, hea th experts and government advertisements to eat less fat and more fibre. Fat is believed to be one of the major causes of obesity and heart disease. Forty per cent of adults in Britain are overweight and Britain has one of the highest death rates due to cardiovascular

disease in the world. Britons have also become more aware of calories, the energy value of food.

Some people count the number of calories they eat every day, so that they can try to take in fewer

calories and lose weight. Food manufactures have started to help the general public to make

more informed choices about what they eat. So the traditional British breakfast is bacon, eggs or

sausages, preceded by fruit and followed by toasts. Britons may eat this breakfast at weekends or

on special occasions but prefer a smaller and healthier meal to start a day. Lunch is a light meal

and is eaten at school or work. Lunch takes 40 minutes. Dinner is usually the main meal of the

day and consists of two courses. In recent years, foreign foods have become a regular part of the

British diet. Indian and Chinese dishes are particularly popular for evening meals. Take-aways

became extremely popular in the 1980's. The traditional British take-away is fish and chips eaten

with salt and vinegar and served in an old newspaper. The British are famous r their love of

sweet things and afternoon tea with sandwiches; scones, jam and several kinds of cake, was once

a traditional custom. Most working people don't have tea as an afternoon "meal", but they do

have a short break in the middle of the afternoon for a cup of tea.

Teaisoftenalsodrinkwithlunchanddinner.

2. Составьте рассказ по теме «Великобритания».

Вариант № 15

1. Прочитайте и передайте содержание текста.

My Work at the Foreign Trade Company

I work as a manager at the “Star tour” company. It is Russian company which works on the

business travel market. Two weeks ago I was sent by the administration of our company to

London where I studied the English travel companies, their traditions, their marketing and

management. Now my business trip is coming to the end and I want to share with you my

impressions of English business world. First of all English businessmen are well known all over

the world for their honesty and decency. If an Englishman gives you his word he will keep it in

any case. Besides that, nothing can prevent him from refusing the once taken decision. Of course,

there are some exclusions, but they are so rare that nobody should put attention on them.

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took a taxi to my hosts’ headquarters, which is situated in the City – the business heart of London.

First of all I usually asked my secretary if there were any letters for me. Then she gave me my

correspondence and fresh newspapers and I followed to my office-room. There I studied all

documents that had come for my name and wrote a short report about previous business day and

then faxed it to my native company in Vladivostok. After that I went to the office-room to get

tasks for the new day and ask some questions about their company, its history, traditions, clients,

and so on. My usual job was meeting with potential clients, discussing their rest plans and

offering the services of the company. I usually met with 10 or 12 people a day. They were

representatives of different social groups and communicating with them increased my knowledge

of England and Englishmen, their psychology greatly. This business trip was a great chance for

me and I hope I used this chance fully. Now I know a lot about Western business world, about

travel business and this knowledge will, of course, help my in my future career.

2. Составьте письмо-запрос.

Вариант № 16

1. Прочитайте и передайте содержание текста.

I am writing this reference letter on behalf of Michael Grishin. I have been Michael's

supervisor for four years in \*\*\* Company. In just those four short years, I have watched him

rapidly advance from an entry-level position to a Senior Technical Support Representative. I

have never hesitated to recommend him for promotion when his time came. Michael derives

satisfaction from helping our customers and field engineers troubleshoot technical

problems. Many of those who have received help from Michael specifically ask for him when

they again contact tech support, and for good reason: He is professional, courteous and quick to

help. I often see Michael in our lab before or after work hours, replicating technical

problems. Additionally, Michael does not abandon his customers when the whistle blows. He

sticks at it even after hours, until he resolves his customers' problems. Michael is a team player

who is always willing to share the knowledge. For example, thanks to Michael's willingness to

share the trouble-ticket notes he so meticulously recorded and compiled, our Technical

Publications Department was able to craft "symptom-fix," step-by-step, online troubleshooting

guides for our field engineers. Consequently, we have seen an increase in customer satisfaction,

a reduction in tech-support calls, and a significant savings on the department's bottom line. I

have nothing but good things to say about Michael and I would strongly recommend him for any

endeavour he chooses. Please do not hesitate to contact me if you would like to hear more good

things about Michael.

2. Составьте письмо-рекламацию.

Вариант № 17

1. Прочитайте и передайте содержание текста.

Advertisement as a Service

Although the average citizen is usually annoyed by all the advertisements printed in newspapers

and magazines and the commercials broadcast on TV, the impact of the whole advertising

industry on a single person is immense and plays a very important role in our lives. Advertising

absorbs vast sums of money but it is useful to the community. What are the functions of

advertisements? The first one to mention is to inform. A lot of the information people have about

household devices, cars, building materials, electronic equipment, cosmetics, detergents and food

is largely derived from the advertisements they read. Advertisements introduce them to new

products or remind them of the existing ones. The second function is to sell. The products are

shown from the best point of view and the potential buyer, on having entered the store,

unconsciously chooses the advertised products. One buys this washing powder or this chewing

gum, because the colorful TV commercials convince him of the best qualities of the product.

Even cigarettes or sweets or alcohol are associated with the good values of human life such as

joy, freedom, love and happiness, and just those associations make a person choose the

advertised products. The aim of a good advertisement is to create a consumer demand to buy the

advertised product or service. Children are good example as they usually want the particular kind

of chocolate or toy or chewing-gum. Being naive they cannot evaluate objectively what is

truthful and what is exaggerated and select the really good products unless they buy the goods

and check for themselves. Thirdly, since the majority of advertisements are printed in our press

we pay less for newspapers and magazines, also TV in most countries in cheap. The public

advertising seen on street hoardings, railway stations and buildings makes people's life more

joyful.

3. Составьте диалог по ситуации «Прием на работу».

Вариант № 18

1. Прочитайте и передайте содержание текста.

What is Business?

Business is a word which is commonly used in many different languages. But exactly what does

it mean? The concepts and activities of business have increased in modern times. Traditionally,

business simply meant exchange or trade for things people wanted or needed. Today it has a

more technical definition. One definition of business is the production, distribution, and sale of

goods and services for profit. To examine this definition, we will look at its various parts. First,

production is the creation of services or the changing of materials into products. One example is

the conversion of iron ore into metal car parts. Next these products need to be moved from the

factory to the marketplace. This is known as distribution. A car might be moved from factory in

Detroit to a car dealership in Miami. Third is the sale of goods and services. Sale is the exchange

of a product or service for money. A car is sold to someone in exchange for money. Goods are

products which people either need or want, for example, cars can be classified as goods. Services,

on the other hand, are activities which a person or group performs for another person or

organization. For instance, an auto mechanic performs a service when he repairs a car. A doctor

also performs a service by taking care of people when they are sick. Business, then, is a

combination of all these activities: production, distribution, and sale. However, there is one other

important factor. This factor is the creation of profit or economic surplus. A major goal in the

functioning of an American business company is making a profit. Profit is the money that

remains after all the expenses are paid. Creating an economic surplus or profit is, therefore, a

primary goal of business activity.

2. Расскажите о неличных формах глагола

Вариант № 19

1. Прочитайте и передайте содержание текста.

Travelling

If we are fond of travelling we see and learn all sorts of things we can never see or learn at home.

Though we may read about them in books and newspapers and see pictures of them at the

cinema. The best way to study geography is to travel and the best way to get to know and

understand the people is to meet them in their own houses. When I was a little girl every holiday

that I had seemed to be perfect. In those far-off days the sun seemed to shine constantly and the

water was always warm. All day I played on the sand with my friends. We made sandcastles with

huge yellow walls. Sometimes we left the beach and walked in the country. Although I am now

an adult, my idea of a good holiday is much the same as it was. I still like the sun and the warm

sand and the sound of waves breaking on the beach. I don't want to build sandcastles any longer

but still I like sunbathing and the feeling that sand is running through my fingers. I like travelling.

And I want to smell different smells. I want to see different kinds of trees, flowers and plants.

When I spend a holiday in travelling I always take a camera with me and photograph everything

that interests or pleases me: the sights of a city, views of mountains, lakes, valleys; the ruins of

ancient buildings. Some years later that will remind me the happy time that I had.

2. Составьте и заполните анкету при поступлении на работу.

Вариант № 20

1. Прочитайте и передайте содержание текста.

My Work at the Foreign Trade Company

I work as a manager at the “Star tour” company. It is Russian company which works on the

business travel market. Two weeks ago I was sent by the administration of our company to

London where I studied the English travel companies, their traditions, their marketing and

management. Now my business trip is coming to the end and I want to share with you my

impressions of English business world. First of all English businessmen are well known all over

the world for their honesty and decency. If an Englishman gives you his word he will keep it in

any case. Besides that, nothing can prevent him from refusing the once taken decision. Of course,

there are some exclusions, but they are so rare that nobody should put attention on them.

During the last two weeks my working day was approximately the same. Early in the morning I

took a taxi to my hosts’ headquarters, which is situated in the City – the business heart of London.

First of all I usually asked my secretary if there were any letters for me. Then she gave me my

correspondence and fresh newspapers and I followed to my office-room. There I studied all

documents that had come for my name and wrote a short report about previous business day and

then faxed it to my native company in Vladivostok. After that I went to the office-room to get

tasks for the new day and ask some questions about their company, its history, traditions, clients,

and so on. My usual job was meeting with potential clients, discussing their rest plans and

offering the services of the company. I usually met with 10 or 12 people a day. They were

representatives of different social groups and communicating with them increased my knowledge

of England and Englishmen, their psychology greatly. This business trip was a great chance for

me and I hope I used this chance fully. Now I know a lot about Western business world, about

travel business and this knowledge will, of course, help my in my future career.

1. Составьте диалог по ситуации «Планирование командировки»

**4. Тематика рефератов (проектов) исследовательского, творческого характера.**

1. Partnership

2. Changing money

3. Balance sheets

4. Business contacts

5. The Bank of England

6. Trade finance

7. Taxes

8. Value added tax

9. Contracts in foreign trade

10. Payments in international trade

11. Wholesaling is a part of the marketing system

12. A business corporation

**5. Критерии оценки усвоения знаний и сформированности умений:**

**Отметка “5”** выставляется, если учащимся не допущено в работе ни одной ошибки, а также при наличии в технологической схеме 1 негрубой ошибки. Учитывается качество оформления работы, аккуратность учащегося, отсутствие орфографических ошибок.

**Отметка “4”** выставляется, если учащийся допустил 1 ошибку, а также при наличии 2-х негрубых ошибок. Учитывается оформление работы и общая грамотность.

**Отметка “3”** выставляется, если учащийся допустил до 3-х ошибок, а также при наличии 4-х негрубых ошибок. Учитывается оформление работы.

**Отметка “2”** выставляется, если ученик допустил более 4-х ошибок.

**6. Время на подготовку и выполнение:**

подготовка 30 мин.;

выполнение 1 часа 30 мин.;

оформление и сдача 15 мин.;

всего 2 часа 15 мин.

**7. Перечень материалов, оборудования и информационных источников, используемых для аттестации**

 **Основные источники:**

1. Ступникова Л.В. Английский язык в торговом деле English in Commerce: учебник – 2-е изд. – Москва: ЮРАЙТ, 2025. – (Профессиональное образование).
2. Голубев А.П. Английский язык для всех специальностей: учебник /А.П.Голубев, Н.В.Балюк, И.Б.Смирнова. - 2-е изд., перераб. – Москва: КНОРУС, 2020-386с. (Среднее профессиональное образование)
3. Карпова Т.А. Английский для колледжей. Практикум+еПриложение: тесты: учебно-практическое пособие /Т.А.Карпова, А.С.Восковская, М.В.Мельничук. - Москва: КНОРУС, 2020-286с. –(Среднее профессиональное образование)
4. Левченко, В. В. Английский язык. General English : учебник для среднего профессионального образования / В. В. Левченко, Е. Е. Долгалёва, О. В. Мещерякова. — Москва: Издательство Юрайт, 2022. — 127 с. — (Профессиональное образование). — ISBN 978-5-534-11880-3.

**Основные электронные издания**

1. Аитов, В. Ф. Английский язык (А1-В1+) : учебное пособие для среднего профессионального образования / В. Ф. Аитов, В. М. Аитова, С. В. Кади. — 13-е изд., испр. и доп. — Москва: Издательство Юрайт, 2022. — 234 с. — (Профессиональное обра-зование).

— ISBN 978-5-534-08943-1. — Текст: электронный // Образовательная плат-форма Юрайт [сайт]. — URL: https://urait.ru/bcode/491941

1. Кузьменкова, Ю. Б. Английский язык + аудиозаписи: учебник и практикум для среднего профессионального образования / Ю. Б. Кузьменкова. — Москва: Издательство Юрайт, 2022. — 441 с. — (Профессиональное образование).

 — ISBN 978-5-534-00804-3. — Текст: электронный // Образовательная платформа Юрайт [сайт]. — URL: https://urait.ru/bcode/489640

1. Невзорова, Г. Д. Английский язык. Грамматика: учебное пособие для среднего профессионального образования / Г. Д. Невзорова, Г. И. Никитушкина. — 2-е изд., испр. и доп. — Москва: Издательство Юрайт, 2022. — 213 с. — (Профессиональное обра-зование). — ISBN 978-5-534-09886-0. — Текст: электронный // Образовательная плат-форма Юрайт [сайт]. — URL: <https://urait.ru/bcode/491346>
2. Смирнова Е.Ю., Смирнов Ю.А. Учебник СПО. Английский язык. – Москва: Издательство «Просвещение», 2024.- 256 с.

 **Дополнительные источники**

1. <http://window.edu.ru/> - [Информационная система «Единое окно доступа к образовательным ресурсам»](http://window.edu.ru/);
2. <http://school-collection.edu.ru/> - [Единая коллекция цифровых образовательных ресурсов](http://school-collection.edu.ru/);
3. <http://fcior.edu.ru/> - [Федеральный центр информационно-образовательных ресурсов](http://fcior.edu.ru/);
4. <http://lib.mtuci.ru/libdocs/> - [Электронный Каталог библиотеки МТУСИ](http://lib.mtuci.ru/libdocs/ec1/dbi/);
5. <https://www.rsl.ru/> - [Российская государственная библиотека (РГБ);](http://www.rsl.ru/)
6. <http://nlr.ru/> - [Российская национальная библиотека (РНБ)](http://www.nlr.ru/);
7. <http://www.gpntb.ru/> - Государственная публичная научно-техническая библиотека (ГПНТБ);
8. <https://book.ru> Электронно-библиотечной системе BOOK.ru
9. <https://www.iprbookshop.ru/> - [электронная библиотечная система IPRBooks](http://www.iprbookshop.ru/);
10. <https://profspo.ru/> - [комплексный электронный образовательный ресурс PROFОБРАЗОВАНИЕ](https://znanium.com/);
11. <https://catalog.prosv.ru/category/14> и <https://media.prosv.ru/> - Свободный доступ к методической литературе и информационным материалам для подготовки к дистанционным урокам;
12. <https://urait.ru/> - [Образовательная платформа «Юрайт»](https://urait.ru/catalog/spo?utm_term=minprosvet_prof&utm_campaign=quarantine&utm_medium=email&utm_source=newsletter).