

**Частное образовательное учреждение высшего образования
"Ростовский институт защиты предпринимателя"**

(г. Ростов-на-Дону)

УТВЕРЖДАЮ

Ректор
Паршина А.А.

Иностранный язык в профессиональной деятельности

рабочая программа дисциплины (модуля)

Учебный план	38.02.01-ОФО 9 кл. Экономика и бухгалтерский учет (по отраслям) Профиль получаемого профессионального образования при реализации программы основного общего образования: социально-экономический		
Квалификация	бухгалтер		
Форма обучения	очная		
Общая трудоемкость	0 ЗЕТ		
Часов по учебному плану	160	Виды контроля в семестрах:	
в том числе:		зачеты 5	
аудиторные занятия	122	зачеты с оценкой 6	
самостоятельная работа	38		
контактная работа во время промежуточной аттестации (ИКР)	0		

Распределение часов дисциплины по семестрам

Семестр (<Курс>.<Семестр на курсе>)	3 (2.1)		4 (2.2)		5 (3.1)		6 (3.2)		Итого	
	уп	рп	уп	рп	уп	рп	уп	рп	уп	рп
Неделя	16		18		12		9			
Вид занятий	уп	рп	уп	рп	уп	рп	уп	рп	уп	рп
Практические	32	32	36	36	36	36	18	18	122	122
Итого ауд.	32	32	36	36	36	36	18	18	122	122
Контактная работа	32	32	36	36	36	36	18	18	122	122
Сам. работа	24	24			10	10	4	4	38	38
Итого	56	56	36	36	46	46	22	22	160	160

Программу составил(и):
Преод. Сорока О.И.;
Преод. Недикова И.Я.

Рецензент(ы):
к.ф.н., доц., Дышекова О.В.

Рабочая программа дисциплины
Иностранный язык в профессиональной деятельности

разработана в соответствии с ФГОС СПО:
Федеральный государственный образовательный стандарт среднего профессионального образования по специальности 38.02.01 ЭКОНОМИКА И БУХГАЛТЕРСКИЙ УЧЕТ (ПО ОТРАСЛЯМ) (бухгалтер, специалист по налогообложению) (образовательная программа - программа подготовки специалистов среднего звена). (приказ Минобрнауки России от

составлена на основании учебного плана:
Экономика и бухгалтерский учет (по отраслям)
Профиль получаемого профессионального образования при реализации программы основного общего образования:
социально-экономический
утвержденного учёным советом вуза от 24.06.2021 г. протокол № 33.

Рабочая программа одобрена на заседании кафедры
Гуманитарные и социально-экономические дисциплины (СПО)

Протокол от 24.05.2021 г. №10

Директор Грищенко М.А.

1. ОБЛАСТЬ ПРИМЕНЕНИЯ РАБОЧЕЙ ПРОГРАММЫ

1.1	Программа учебной дисциплины является частью основной профессиональной образовательной программы в соответствии с ФГОС по специальности СПО 38.02.01 Экономика и бухгалтерский учет (по отраслям).
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2. МЕСТО ДИСЦИПЛИНЫ (МОДУЛЯ) В СТРУКТУРЕ ОБРАЗОВАТЕЛЬНОЙ ПРОГРАММЫ

Цикл (раздел) ОП:	ОГСЭ
2.1	Требования к предварительной подготовке обучающегося:
2.1.1	Иностранный язык
2.1.2	История
2.1.3	Литература
2.2	Дисциплины (модули) и практики, для которых освоение данной дисциплины (модуля) необходимо как предшествующее:
2.2.1	История
2.2.2	Основы философии
2.2.3	Практические основы бухгалтерского учета источников формирования активов организации

3. ЦЕЛИ И ЗАДАЧИ ДИСЦИПЛИНЫ (МОДУЛЯ) – ТРЕБОВАНИЯ К РЕЗУЛЬТАТУ ОСВОЕНИЯ ДИСЦИПЛИНЫ (МОДУЛЯ)**В результате освоения дисциплины (модуля) обучающийся должен:****3.1 Знать**

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;
 алгоритмы выполнения работ в профессиональной и смежных областях;
 методы работы в профессиональной и смежных сферах;
 структуру плана для решения задач;
 порядок оценки результатов решения задач профессиональной деятельности;
 номенклатура информационных источников применяемых в профессиональной деятельности;
 приемы структурирования информации;
 формат оформления результатов поиска информации;
 содержание актуальной нормативно-правовой документации;
 современная научная и профессиональная терминология;
 возможные траектории профессионального развития и самообразования;
 психологические основы деятельности коллектива, психологические особенности личности;
 основы проектной деятельности;
 особенности социального и культурного контекста;
 правила оформления документов и построения устных сообщений;
 сущность гражданско-патриотической позиции, общечеловеческих ценностей;
 значимость профессиональной деятельности по профессии (специальности);
 стандарты антикоррупционного поведения и последствия его нарушения;
 современные средства и устройства информатизации;
 порядок их применения и программное обеспечение в профессиональной деятельности;
 правила 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.

3.2 Уметь

распознавать задачу и/или проблему в профессиональном и/или социальном контексте;
 анализировать задачу и/или проблему и выделять её составные части;
 определять этапы решения задачи;
 выявлять и эффективно искать информацию, необходимую для решения задачи и/или проблемы;
 составить план действия;
 определить необходимые ресурсы;
 владеть актуальными методами работы в профессиональной и смежных сферах;
 реализовать 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;
 определять актуальность нормативноправовой документации в профессиональной деятельности;
 применять современную научную профессиональную терминологию;
 определять и выстраивать траектории профессионального развития и самообразования;
 организовывать работу коллектива и команды;
 взаимодействовать с коллегами, руководством, клиентами в ходе профессиональной деятельности;
 грамотно излагать свои мысли и оформлять документы по профессиональной тематике на государственном языке,
 проявлять толерантность в рабочем коллективе;
 описывать значимость своей профессии (специальности);
 применять стандарты антикоррупционного поведения;
 применять средства информационных технологий для решения профессиональных задач;
 использовать современное программное обеспечение;
 понимать 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 объяснить свои действия (текущие и планируемые);
 писать простые связные сообщения на знакомые или интересующие профессиональные темы .

ОК 01.: Выбирать способы решения задач профессиональной деятельности применительно к различным контекстам;

ОК 02.: Осуществлять поиск, анализ и интерпретацию информации, необходимой для выполнения задач профессиональной деятельности;

ОК 03.: Планировать и реализовывать собственное профессиональное и личностное развитие;

ОК 04.: Работать в коллективе и команде, эффективно взаимодействовать с коллегами, руководством, клиентами;

ОК 05.: Осуществлять устную и письменную коммуникацию на государственном языке Российской Федерации с учетом особенностей социального и культурного контекста;

ОК 06.: Проявлять гражданско-патриотическую позицию, демонстрировать осознанное поведение на основе традиционных общечеловеческих ценностей, применять стандарты антикоррупционного поведения;

ОК 09.: Использовать информационные технологии в профессиональной деятельности;

ОК 10.: Пользоваться профессиональной документацией на государственном и иностранном языках;

4. СТРУКТУРА И СОДЕРЖАНИЕ ДИСЦИПЛИНЫ (МОДУЛЯ)

Код занятия	Наименование разделов и тем /вид занятия/	Семестр / Курс	Часов	Компетен-ции	Литература и эл. ресурсы	Инте ракт.	Примечание
	Раздел 1. Вводно-коррективный						
1.1	Речевой этикет. Мой рабочий день /Тема/	3					

1.2	Фонетика. Корректировка фонетических навыков. Фонетическая транскрипция. Гласные. Лексика. Модели приветствий, обращений, выражения согласия/несогласия, оценки высказывания собеседника, мнения по обсуждаемой теме, замечаний, комментариев; модели завершения общения. Рабочий день предпринимателя. /Пр/	3	2	ОК 01. ОК 02. ОК 03. ОК 04. ОК 05. ОК 06. ОК 09. ОК 10.	Л1.1 Л1.2Л2.1 Л2.2 Э1 Э2 Э3 Э4		
1.3	Грамматика. Структура предложения (простого, распространенного, сложносочиненного и сложноподчиненного, безличного, вопросительного, побудительного). Имя существительное (множественное число, притяжательный падеж). Артикль /Пр/	3	2	ОК 01. ОК 02. ОК 03. ОК 04. ОК 05. ОК 06. ОК 09. ОК 10.	Л1.1 Л1.2Л2.1 Л2.2 Э1 Э2 Э3 Э4		
1.4	Отработка произношения гласных звуков и их чтения по транскрипции. /Пр/	3	2	ОК 01. ОК 02. ОК 03. ОК 04. ОК 05. ОК 06. ОК 09. ОК 10.	Л1.1 Л1.2Л2.1 Л2.2 Э1 Э2 Э3 Э4		
1.5	Знакомство. Речевые клише. /Пр/	3	2	ОК 01. ОК 02. ОК 03. ОК 04. ОК 05. ОК 06. ОК 09. ОК 10.	Л1.1 Л1.2Л2.1 Л2.2 Э1 Э2 Э3 Э4		
1.6	Составление рассказа «Рабочий день предпринимателя» с использованием предложений различных типов. /Пр/	3	2	ОК 01. ОК 02. ОК 03. ОК 04. ОК 05. ОК 06. ОК 09. ОК 10.	Л1.1 Л1.2Л2.1 Л2.2 Э1 Э2 Э3 Э4		
1.7	Выполнение упражнений на отработку артикля и структуры английского предложения. /Пр/	3	2	ОК 01. ОК 02. ОК 03. ОК 04. ОК 05. ОК 06. ОК 09. ОК 10.	Л1.1 Л1.2Л2.1 Л2.2 Э1 Э2 Э3 Э4		
1.8	Выполнение упражнений на закрепление лексики и грамматики, чтение и реферирование текстов по теме “Work and studies” /Ср/	3	6	ОК 01. ОК 02. ОК 03. ОК 04. ОК 05. ОК 06. ОК 09. ОК 10.	Л1.1 Л1.2Л2.1 Л2.2 Э1 Э2 Э3 Э4		
	Раздел 2. Деловая коммуникация в профессиональной деятельности (официально-деловой стиль)						
2.1	Речевой этикет при написании писем и почтовых сообщений /Тема/	3					
2.2	Обороты приветствия и заключения, реквизиты деловой документации. Лексика по теме. /Пр/	3	2	ОК 01. ОК 02. ОК 03. ОК 04. ОК 05. ОК 06. ОК 09. ОК 10.	Л1.1 Л1.2Л2.1 Л2.2 Э1 Э2 Э3 Э4		

2.3	Выполнение упражнений на закрепление лексики и грамматики, чтение и реферирование текстов по теме «Распорядок дня», «Моя учёба/работа», «На совещании» /Ср/	3	6	ОК 01. ОК 02. ОК 03. ОК 04. ОК 05. ОК 06. ОК 09. ОК 10.	Л1.1 Л1.2Л2.1 Л2.2 Э1 Э2 Э3 Э4		
2.4	Запросы и предложения (гарантийный период, вопросы тестирования и упаковки оборудования) /Тема/	3					
2.5	Фонетика. Корректировка фонетических навыков. Фонетическая транскрипция. Дифтонги и трифтонги. /Пр/	3	2	ОК 01. ОК 02. ОК 03. ОК 04. ОК 05. ОК 06. ОК 09. ОК 10.	Л1.1 Л1.2Л2.1 Л2.2 Э1 Э2 Э3 Э4		
2.6	Лексика по темам. Клише официально-делового стиля. Грамматика. Наречия. Времена английского глагола. /Пр/	3	2	ОК 01. ОК 02. ОК 03. ОК 04. ОК 05. ОК 06. ОК 09. ОК 10.	Л1.1 Л1.2Л2.1 Л2.2 Э1 Э2 Э3 Э4		
2.7	Отработка произношения дифтонгов и трифтонгов, чтение по транскрипции. /Пр/	3	2	ОК 01. ОК 02. ОК 03. ОК 04. ОК 05. ОК 06. ОК 09. ОК 10.	Л1.1 Л1.2Л2.1 Л2.2 Э1 Э2 Э3 Э4		
2.8	Чтение и обсуждение текстов официально-делового стиля, работа с аутентичными аудио материалами. /Пр/	3	2	ОК 01. ОК 02. ОК 03. ОК 04. ОК 05. ОК 06. ОК 09. ОК 10.	Л1.1 Л1.2Л2.1 Л2.2 Э1 Э2 Э3 Э4		
2.9	Выполнение упражнений на построение наречий, использование времен английского глагола. /Пр/	3	2	ОК 01. ОК 02. ОК 03. ОК 04. ОК 05. ОК 06. ОК 09. ОК 10.	Л1.1 Л1.2Л2.1 Л2.2 Э1 Э2 Э3 Э4		
2.10	Выполнение упражнений на закрепление лексики и грамматики, чтение и реферирование текстов профессиональной направленности /Ср/	3	6	ОК 01. ОК 02. ОК 03. ОК 04. ОК 05. ОК 06. ОК 09. ОК 10.	Л1.1 Л1.2Л2.1 Л2.2 Э1 Э2 Э3 Э4		
2.11	Контракты (основные разделы: качество, экспертиза, время поставки, условия платежа, гарантия, упаковка, маркировка продукции, страхование) /Тема/	3					
2.12	Фонетика. Ударение. Ударение в сложных словах. Лексика по темам. Грамматика. Времена английского глагола. Пассивный залог. /Пр/	3	2	ОК 01. ОК 02. ОК 03. ОК 04. ОК 05. ОК 06. ОК 09. ОК 10.	Л1.1 Л1.2Л2.1 Л2.2 Э1 Э2 Э3 Э4		
2.13	Отработка звуков, чтения слов по транскрипции. Выполнение упражнений на пассивный залог. /Пр/	3	2	ОК 01. ОК 02. ОК 03. ОК 04. ОК 05. ОК 06. ОК 09. ОК 10.	Л1.1 Л1.2Л2.1 Л2.2 Э1 Э2 Э3 Э4		

2.14	Чтение и перевод контрактов. Составление диалогов на имитацию переговоров, связанных с обсуждением условий контракта. /Пр/	3	2	ОК 01. ОК 02. ОК 03. ОК 04. ОК 05. ОК 06. ОК 09. ОК 10.	Л1.1 Л1.2Л2.1 Л2.2 Э1 Э2 Э3 Э4		
2.15	Отработка навыка поиска требуемой информации в текстах большого объема. /Пр/	3	2	ОК 01. ОК 02. ОК 03. ОК 04. ОК 05. ОК 06. ОК 09. ОК 10.	Л1.1 Л1.2Л2.1 Л2.2 Э1 Э2 Э3 Э4		
2.16	Выполнение упражнений на закрепление лексики и грамматики, чтение и реферирование текстов профессиональной направленности /Ср/	3	6	ОК 01. ОК 02. ОК 03. ОК 04. ОК 05. ОК 06. ОК 09. ОК 10.	Л1.1 Л1.2Л2.1 Л2.2 Э1 Э2 Э3 Э4		
2.17	/Др/	3		ОК 01. ОК 02. ОК 03. ОК 04. ОК 05. ОК 06. ОК 09. ОК 10.	Л1.1 Л1.2Л2.1 Л2.2 Э1 Э2 Э3 Э4		
2.18	Претензии, иски, урегулирование споров, арбитраж, форсмажор /Тема/	4					
2.19	Фонетика. Интонационные паттерны. Лексика по темам. Грамматика. Косвенная речь /Пр/	4	2	ОК 01. ОК 02. ОК 03. ОК 04. ОК 05. ОК 06. ОК 09. ОК 10.	Л1.1 Л1.2Л2.1 Л2.2 Э1 Э2 Э3 Э4		
2.20	Отработка интонационных паттернов. /Пр/	4	2	ОК 01. ОК 02. ОК 03. ОК 04. ОК 05. ОК 06. ОК 09. ОК 10.	Л1.1 Л1.2Л2.1 Л2.2 Э1 Э2 Э3 Э4		
2.21	Чтение и перевод текстов официально-делового и научного стилей, работа с аудио материалами по теме. /Пр/	4	2	ОК 01. ОК 02. ОК 03. ОК 04. ОК 05. ОК 06. ОК 09. ОК 10.	Л1.1 Л1.2Л2.1 Л2.2 Э1 Э2 Э3 Э4		
2.22	Запрос. Предложение. Деловые переговоры. Цены. Условия поставки, условия платежа. /Пр/	4	2	ОК 01. ОК 02. ОК 03. ОК 04. ОК 05. ОК 06. ОК 09. ОК 10.	Л1.1 Л1.2Л2.1 Л2.2 Э1 Э2 Э3 Э4		
2.23	Составление пунктов договоров, касающихся форс-мажора, санкций, арбитража, претензий. /Пр/	4	2	ОК 01. ОК 02. ОК 03. ОК 04. ОК 05. ОК 06. ОК 09. ОК 10.	Л1.1 Л1.2Л2.1 Л2.2 Э1 Э2 Э3 Э4		
2.24	Решение проблемных ситуаций и квестов, связанных с обсуждением действий компаний в условиях санкций, форс-мажора. /Пр/	4	2	ОК 01. ОК 02. ОК 03. ОК 04. ОК 05. ОК 06. ОК 09. ОК 10.	Л1.1 Л1.2Л2.1 Л2.2 Э1 Э2 Э3 Э4		

2.25	Выполнение упражнений на отработку косвенной речи. /Пр/	4	4	ОК 01. ОК 02. ОК 03. ОК 04. ОК 05. ОК 06. ОК 09. ОК 10.	Л1.1 Л1.2Л2.1 Л2.2 Э1 Э2 Э3 Э4		
2.26	Перевозка товаров, транспортные, основные условия поставки. Контролирующие службы. /Тема/	4					
2.27	Фонетика. Правила чтения в английском языке. Согласные. Лексика по темам. Грамматика. Модальные глаголы. /Пр/	4	2	ОК 01. ОК 02. ОК 03. ОК 04. ОК 05. ОК 06. ОК 09. ОК 10.	Л1.1 Л1.2Л2.1 Л2.2 Э1 Э2 Э3 Э4		
2.28	Отработка чтения определенных сочетаний согласных. /Пр/	4	2	ОК 01. ОК 02. ОК 03. ОК 04. ОК 05. ОК 06. ОК 09. ОК 10.	Л1.1 Л1.2Л2.1 Л2.2 Э1 Э2 Э3 Э4		
2.29	Чтение и перевод текстов официально-делового и научного стилей по теме, отработка соответствующей лексики с составлением ментальных карт. /Пр/	4	2	ОК 01. ОК 02. ОК 03. ОК 04. ОК 05. ОК 06. ОК 09. ОК 10.	Л1.1 Л1.2Л2.1 Л2.2 Э1 Э2 Э3 Э4		
2.30	Аудирование – монологи и диалоги по теме. /Пр/	4	2	ОК 01. ОК 02. ОК 03. ОК 04. ОК 05. ОК 06. ОК 09. ОК 10.	Л1.1 Л1.2Л2.1 Л2.2 Э1 Э2 Э3 Э4		
2.31	Составление диалогов – обсуждений указанных тем, решение проблемных ситуаций. /Пр/	4	2	ОК 01. ОК 02. ОК 03. ОК 04. ОК 05. ОК 06. ОК 09. ОК 10.	Л1.1 Л1.2Л2.1 Л2.2 Э1 Э2 Э3 Э4		
2.32	Выполнение упражнений на модальные глаголы /Пр/	4	2	ОК 01. ОК 02. ОК 03. ОК 04. ОК 05. ОК 06. ОК 09. ОК 10.	Л1.1 Л1.2Л2.1 Л2.2 Э1 Э2 Э3 Э4		
Раздел 3. Экономический иностранный язык (научно популярный стиль)							
3.1	Рынок труда. Трудоустройство (резюме, интервью с работодателем) /Тема/	4					
3.2	Фонетика. Фонетика. Правила чтения в английском языке. Гласные. Лексика по теме. Грамматика. Причастия /Пр/	4	2	ОК 01. ОК 02. ОК 03. ОК 04. ОК 05. ОК 06. ОК 09. ОК 10.	Л1.1 Л1.2Л2.1 Л2.2 Э1 Э2 Э3 Э4		
3.3	Фонетические упражнения. /Пр/	4	2	ОК 01. ОК 02. ОК 03. ОК 04. ОК 05. ОК 06. ОК 09. ОК 10.	Л1.1 Л1.2Л2.1 Л2.2 Э1 Э2 Э3 Э4		

3.4	Написание резюме, обсуждение резюме нескольких соискателей, интервьюирование соискателей. /Пр/	4	2	ОК 01. ОК 02. ОК 03. ОК 04. ОК 05. ОК 06. ОК 09. ОК 10.	Л1.1 Л1.2Л2.1 Л2.2 Э1 Э2 Э3 Э4		
3.5	Выполнение упражнений на употребление причастий. /Пр/	4	2	ОК 01. ОК 02. ОК 03. ОК 04. ОК 05. ОК 06. ОК 09. ОК 10.	Л1.1 Л1.2Л2.1 Л2.2 Э1 Э2 Э3 Э4		
3.6	/Др/	4		ОК 01. ОК 02. ОК 03. ОК 04. ОК 05. ОК 06. ОК 09. ОК 10.	Л1.1 Л1.2Л2.1 Л2.2 Э1 Э2 Э3 Э4		
3.7	Международные стандарты финансовой отчетности /Тема/	5					
3.8	Фонетика. Правила чтения в английском языке. Сочетания гласных. Лексика по темам. Грамматика. Герундий. /Пр/	5	4	ОК 01. ОК 02. ОК 03. ОК 04. ОК 05. ОК 06. ОК 09. ОК 10.	Л1.1 Л1.2Л2.1 Л2.2 Э1 Э2 Э3 Э4		
3.9	Фонетические упражнения (отработка чтения различных сочетаний гласных и согласных). /Пр/	5	2	ОК 01. ОК 02. ОК 03. ОК 04. ОК 05. ОК 06. ОК 09. ОК 10.	Л1.1 Л1.2Л2.1 Л2.2 Э1 Э2 Э3 Э4		
3.10	Чтение и анализ текстов по теме. /Пр/	5	4	ОК 01. ОК 02. ОК 03. ОК 04. ОК 05. ОК 06. ОК 09. ОК 10.	Л1.1 Л1.2Л2.1 Л2.2 Э1 Э2 Э3 Э4		
3.11	Выполнение упражнений на герундий. /Пр/	5	2	ОК 01. ОК 02. ОК 03. ОК 04. ОК 05. ОК 06. ОК 09. ОК 10.	Л1.1 Л1.2Л2.1 Л2.2 Э1 Э2 Э3 Э4		
3.12	Экономика, производство, обмен, потребление. /Пр/	5	4	ОК 01. ОК 02. ОК 03. ОК 04. ОК 05. ОК 06. ОК 09. ОК 10.	Л1.1 Л1.2Л2.1 Л2.2 Э1 Э2 Э3 Э4		
3.13	Выполнение упражнений на закрепление лексики и грамматики, чтение и реферирование текстов профессиональной направленности /Ср/	5	5	ОК 01. ОК 02. ОК 03. ОК 04. ОК 05. ОК 06. ОК 09. ОК 10.	Л1.1 Л1.2Л2.1 Л2.2 Э1 Э2 Э3 Э4		
3.14	Основы бухгалтерского учета. /Тема/	5					
3.15	Фонетика. Правила чтения в английском языке. Особые случаи. Лексика по теме. Грамматика. Модальные вероятности. /Пр/	5	4	ОК 01. ОК 02. ОК 03. ОК 04. ОК 05. ОК 06. ОК 09. ОК 10.	Л1.1 Л1.2Л2.1 Л2.2 Э1 Э2 Э3 Э4		

3.16	Основные термины, понятия бухгалтерского учета. /Пр/	5	4	ОК 01. ОК 02. ОК 03. ОК 04. ОК 05. ОК 06. ОК 09. ОК 10.	Л1.1 Л1.2Л2.1 Л2.2 Э1 Э2 Э3 Э4		
3.17	Работа бухгалтера. Платёжная ведомость. Налоги. /Пр/	5	4	ОК 01. ОК 02. ОК 03. ОК 04. ОК 05. ОК 06. ОК 09. ОК 10.	Л1.1 Л1.2Л2.1 Л2.2 Э1 Э2 Э3 Э4		
3.18	Выполнение упражнений на отработку темы «Модальные вероятности» /Пр/	5	4	ОК 01. ОК 02. ОК 03. ОК 04. ОК 05. ОК 06. ОК 09. ОК 10.	Л1.1 Л1.2Л2.1 Л2.2 Э1 Э2 Э3 Э4		
3.19	Финансы. Бизнес план. Рынок и конкуренция. /Пр/	5	2	ОК 01. ОК 02. ОК 03. ОК 04. ОК 05. ОК 06. ОК 09. ОК 10.	Л1.1 Л1.2Л2.1 Л2.2 Э1 Э2 Э3 Э4		
3.20	Услуги банков. Открытие счёта. Английские банки. Федеральная резервная система США /Пр/	5	2	ОК 01. ОК 02. ОК 03. ОК 04. ОК 05. ОК 06. ОК 09. ОК 10.	Л1.1 Л1.2Л2.1 Л2.2 Э1 Э2 Э3 Э4		
3.21	Выполнение упражнений на закрепление лексики и грамматики, чтение и реферирование текстов профессиональной направленности /Ср/	5	5	ОК 01. ОК 02. ОК 03. ОК 04. ОК 05. ОК 06. ОК 09. ОК 10.	Л1.1 Л1.2Л2.1 Л2.2 Э1 Э2 Э3 Э4		
3.22	/Зачёт/	5		ОК 01. ОК 02. ОК 03. ОК 04. ОК 05. ОК 06. ОК 09. ОК 10.	Л1.1 Л1.2Л2.1 Л2.2 Э1 Э2 Э3 Э4		
3.23	Бухгалтерский учет в коммерческих организациях. /Тема/	6					
3.24	Фонетика. Работа над связностью речи. Лексика по теме. Грамматика. Комплексы (Complex Object, Complex Subject). /Пр/	6	2	ОК 01. ОК 02. ОК 03. ОК 04. ОК 05. ОК 06. ОК 09. ОК 10.	Л1.1 Л1.2Л2.1 Л2.2 Э1 Э2 Э3 Э4		
3.25	Структура бухгалтерского баланса и отчета о финансовых результатах коммерческой организации. /Пр/	6	2	ОК 01. ОК 02. ОК 03. ОК 04. ОК 05. ОК 06. ОК 09. ОК 10.	Л1.1 Л1.2Л2.1 Л2.2 Э1 Э2 Э3 Э4		
3.26	Проблемная ситуация: анализ финансовой отчетности компании с выводами о финансовом состоянии компании. /Пр/	6	4	ОК 01. ОК 02. ОК 03. ОК 04. ОК 05. ОК 06. ОК 09. ОК 10.	Л1.1 Л1.2Л2.1 Л2.2 Э1 Э2 Э3 Э4		

3.27	Отработка лексики по теме. /Пр/	6	2	ОК 01. ОК 02. ОК 03. ОК 04. ОК 05. ОК 06. ОК 09. ОК 10.	Л1.1 Л1.2Л2.1 Л2.2 Э1 Э2 Э3 Э4		
3.28	Выполнение грамматических упражнений на Complex Object. /Пр/	6	2	ОК 01. ОК 02. ОК 03. ОК 04. ОК 05. ОК 06. ОК 09. ОК 10.	Л1.1 Л1.2Л2.1 Л2.2 Э1 Э2 Э3 Э4		
3.29	Налогообложение. /Тема/	6					
3.30	Фонетика. Лексика по теме. Грамматика. Условные предложения (Conditionals). /Пр/	6	2	ОК 01. ОК 02. ОК 03. ОК 04. ОК 05. ОК 06. ОК 09. ОК 10.	Л1.1 Л1.2Л2.1 Л2.2 Э1 Э2 Э3 Э4		
3.31	Налогообложение в РФ и англоязычных странах. Виды налогов. /Пр/	6	2	ОК 01. ОК 02. ОК 03. ОК 04. ОК 05. ОК 06. ОК 09. ОК 10.	Л1.1 Л1.2Л2.1 Л2.2 Э1 Э2 Э3 Э4		
3.32	Выполнение упражнений на условные предложениях различных типов /Пр/	6	2	ОК 01. ОК 02. ОК 03. ОК 04. ОК 05. ОК 06. ОК 09. ОК 10.	Л1.1 Л1.2Л2.1 Л2.2 Э1 Э2 Э3 Э4		
3.33	Кейс: определить перечень налогов, которая должна платить данная организация. /Ср/	6	4	ОК 01. ОК 02. ОК 03. ОК 04. ОК 05. ОК 06. ОК 09. ОК 10.	Л1.1 Л1.2Л2.1 Л2.2 Э1 Э2 Э3 Э4		
3.34	/ЗачётСОц/	6		ОК 01. ОК 02. ОК 03. ОК 04. ОК 05. ОК 06. ОК 09. ОК 10.	Л1.1 Л1.2Л2.1 Л2.2 Э1 Э2 Э3 Э4		

5. ФОНД ОЦЕНОЧНЫХ СРЕДСТВ

5.1. Контрольные вопросы и задания

Контрольная работа.

Present Perfect

- 1) He knows Africa well because he (travel) a lot.
a) has traveled b) has been traveling c) traveled d) is been traveled
- 2) Something (happen) to Helen.
a) has been happening b) has happened c) happen d) happened
- 3)...they (tell) anything about the events ?
a) have told b) did tell c) do tell d) -----
- 4) I am afraid I (forget) my book at home.
a) have forgotten b) forget c) forgot d) have been forgetting
- 5) ...she (yet/ come)?
a) has, come, yet b) did came c) did came d) do come
- 6) I (learn) the poem. Could you listen to me?
a) have learned b) learned c) learn d) have been learning
- 7) Have you (ever /be) to London.
a) be b) being c) been d) was
- 8) He (not/receive) any news from his relatives.
a) has, received b) received c) did receive d) do receive
- 9) We (see) a new thriller two days ago.

- a) see b) saw c) have seen d) has seen
 10) I (not/seen) her for ages.
 a) see b) saw c) seen d) have seen
 11) My sister (work) at a hospital for a year.
 a) has worked b) work c) worked d) works
 12) My friend (be) ill for a fortnight.
 a) has been b) was c) were d) been
 13) ... you (ever/ride) to a horse.
 a) have ridden b) rode c) did ride d) did ridden

Контрольная работа (тестирование) 2.

PAST PERFECT

- 1) We walked home after we (finish) the work in the garden.
 a) have finished b) finished c) has finished d) had finished
 2) They thought she (come/not) yet.
 a) came b) has come c) had come d) have come
 3) Did you ever see him after he (finish) the University.
 a) finish b) finished c) has finished d) had finished
 4) I went down to the beach after they (leave).
 a) leave b) left c) has left d) had left
 5) Before she entered the Medical Institute she (work) as a nurse.
 a) work b) worked c) has worked d) had worked
 6) When I turned round she (leave) room.
 a) leave b) left c) has left d) had left
 7) When mother came home the children (go) to bed.
 a) went b) go c) gone d) had gone
 8) He could not believe we (do) it ourselves.
 a) did b) do c) had done d) has done
 9) Helen was afraid she (forget) her key at home, but she found it in her handbag.
 a) forgot b) forget c) had forgotten d) has forgotten
 10) I was not hungry because I (have/just) breakfast.
 a) just have b) just had c) had just had d) had
 11) I (finish) painting the ceiling by 2 a.m.
 a) finish b) finished c) had finished d) has finished
 12) I apologized I (not/phone) her.
 a) had not phoned b) phoned c) has phoned d) phoned

Контрольная работа (тестирование) 3.

FUTURE IN THE PAST

- 1) Yesterday he told us he (explain) everything.
 a) would explain b) explain c) explained d) was explaining
 2) Tom promised me last night he (not/tell) anything.
 a) did not tell b) did not told c) would not tell d) will not tell
 3) I thought I (find) this rule in the book.
 a) will find b) would find c) found d) founded
 4) It was decided they (send) their report at the end of the week.
 a) will send b) would send c) sent d) send
 5) It seemed there (be) no end of the questions.
 a) would be b) will be c) be d) should be
 6) He promised we all (come) to them.
 a) will come b) would come c) has come d) had come
 7) We knew he (come) back to get his money.
 a) would come b) will come c) came d) come
 8) I did not remember who (be) the first.
 a) would be b) will be c) be d) was
 9) She told me he (return) your book tomorrow.
 a) will return b) would return c) returned d) return
 10) I ask when he (work) better?
 a) would work b) will work c) worked d) work
 11) She thought they (come) in time.
 a) will come b) came c) come d) would come
 12) He told me Pet (be late).
 a) will be b) would be c) be late d) was late
 13) I wondered who (do) this task.
 a) will be doing b) would do c) will do d) do
 14) He interested who (be) our guest.
 a) would be b) will be c) is d) was
 15) She asked me when I (ring) to my mother.

- a) would ring b) will ring c) rang d) rung
 16) I hoped I (learn) these words by tomorrow morning
 a) will learn b) would learn c) learn d) learned
 17) I knew he (go) to work by 10 a.m.
 a) will go b) would go c) went d) go
 18) He was afraid I (not keep) my word.
 a) would keep b) will keep c) kept d) keep
 19) Nobody was sure they (do) this experiment.
 a) will do b) would do c) did d) done
 20) They decided they (go) to the sea side next summer.
 a) will go b) would go c) went d) go
 21) She told us she (buy) this book to his birthday.
 a) would buy b) bought c) buy d) will buy
 22) Helen said he (be) the last to come.
 a) will be b) would be c) was d) were
 23) The children told the teacher they (go) to the circus.
 a) will go b) would go c) went d) gone
 24) My aunt told me my friend (recall) me in a minute.
 a) recalled b) recall c) will recall d) would recall
 25) My boy-friend told me we (marry) next year.
 a) will marry b) marry c) would marry d) married

Контрольная работа.

SEQUENCE OF TENSES

- 1) When he learnt that his son had received an excellent mark he (be) very pleased.
 a) was b) is c) would be d) be
 2) We (not/ know) where our friends had gone.
 a) do not know b) did not know c) not know d) had not know
 3) We knew he (go) tomorrow.
 a) would go b) go c) went d) gone
 4) She said her best friend (be) a doctor.
 a) was b) is c) has been d) be
 5) I did not know you (work) at the Hermitage.
 a) had been working b) working c) work d) works
 6) I knew they (be) ill.
 a) were b) was c) are d) is
 7) We found that she (leave) the house at 8p.m.
 a) had left b) has left c) left d) leaves
 8) My uncle said he (just/ come) from the Caucasus.
 a) had just come b) come c) came d) comes
 9) Helen informed us she (just/ come) back from her relatives.
 a) just came b) just come c) had just come d) just comes
 10) Bob said it (do) him a lot of good.
 a) did b) done c) has done d) does
 11) Mike says he (be) excellent guide.
 a) is b) was c) are d) will
 12) He said she (bring) us the photos a bit later.
 a) would bring b) bring c) brings d) brought
 13) He says they (already/ make) a great progress in English.
 a) have already made b) has already made c) has already make d) make
 14) I knew they (wait) me at the Subway station.
 a) were waiting b) waited c) waits d) is waiting
 15) My friend asked me who (play) in the sitting room.
 a) was playing b) is playing c) played d) were playing
 16) He said he (come) to see me off.
 a) would come b) came c) comes d) will come
 17) I want to know what he (buy) to her birthday.
 a) bought b) has bought c) had bought d) buys
 18) I was afraid you (hurt) your leg.
 a) will hurt b) hurt c) hurts d) would hurt
 19) I knew that my friend (never/be) to London.
 a) had never been b) has never been c) never be d) is
 20) She thought the children (be/ play) in the yard.
 a) are playing b) is playing c) were playing d) played
 21) She said she (can) not tell the right time, her watch (be) wrong.
 a) could, was b) can, was c) could, were d) can, is
 22) She said she (play) tennis from 5 till 8p.m.
 a) played b) was playing c) had been playing d) played

- 23) He understood the soldiers (arrest) him.
 a) had arrested b) arrest c) arrests d) will arrest
- 24) I suppose he (know) English well.
 a) knew b)knows c) know d)would
- 25) I was told she (never/ drink) alcohol.
 a) had never drunk b)never drinks c) never drank d)never drink

Контрольная работа.

MODAL VERBS

CAN

- 1) My brother (draw) pictures with his left hand.
 a) can draw b) can draws c) can drew d) can be drawn
- 2) She (wink) with her right eye.
 a) can winks b) can winked c) could wink d) can wink
- 3) The girl (speak) French very well.
 a) can speak b) could speak c) can speaks d) can spoke
- 4) I (type) 20 words a minute.
 a) can type b) can types c) can typed d) can typing
- 5) Dan (give) you a book tomorrow.
 a) can gives b) can gave c) can give d) could give

MAY

- 6) You (take) a pencil for a moment.
 a) may take b) may takes c) may took d) may be taken
- 7) You (clean) the blackboard.
 a) may clean b) may cleans c) may cleaned d) may be cleaned
- 8) You (take) these books.
 a) may take b) might take c) may takes d) may taken
- 9) You (go) home.
 a) may go b) may goes c) may went d) might go
- 10) You (speak) now.
 a) may speak b) may speaks c)may spoke d) may spoken

MUST

- 11) I (get up) early in the morning.
 a) must gets b) must get c) must got d)must getting
- 12) She (make) her bed.
 a) must make b) must makes c) must made d) must have made
- 13) I (clear away) the blackboard.
 a) must clear away b) must clears away c)must cleared away
- 14) They (air) the room.
 a) must airs b) must air c) must aired d) must airing
- 15) Helen (go) to the Institute.
 a) must go b) must goes c) must went d) must going
- 16) He (to be allowed to) go home if he likes.
 a) is allowed b) was allowed c) will be allowed
- 17) He asked if (to be allowed to) bring his sister to the party.
 a) was allowed b) will be allowed c) is allowed
- 18) After they had finished their homework, the children (to be allowed to) watch TV.
 a) were allowed b) will be allowed c) are allowed
- 19) He (to be allowed to) join the sport section as soon as he is through with his medical exam.
 a) were allowed b) will be allowed c) are allowed
- 20) He asked if I (to be allowed to) borrow my car.
 a) were allowed b) will be allowed c) are allowed
- 21) They never (to be able to) appreciate your kindness.
 a) will be able to b) was able to c) is able to
- 22) I was sure you (to be able to) translate this article.
 a) will be able to b) were able to c) is able to
- 23) You (to be able to) go to the country.
 a) will be able to b) were able to c) is able to
- 24) I (to be able to) give you my book after 2 days.
 a) will be able to b) were able to c) is able to
- 25) They (to be able to) to pass the exam
 a) will be able to b) were able to c) is able to
- 26) I have not written the composition. I (to have to) write it on Sunday.
 a) shall have to b) was have to c) am have to
- 27) We (not/to have to) buy a new book because we had already bought one.
 a) did not have to b) were not have to c) are not have to
- 28) I (to have to) work late.
 a) shall have to b) was have to c) am have to

29) Yesterday he (to have to) start getting ready for his exams.

a) had to b) has to c) will have to

30) They (to have to) go home tomorrow.

a) will have to b) was have to c) am have to

31) You go there .It is your duty.

a) may b) can c) ought to

32) They... to help their mother.

a) may b) can c) ought to

33) Peter...to win this competition.

a) may b) can c) ought to

34) The soldiers... to defend their motherland.

a) may b) can c) ought to

35) We...to help the old people.

a) may b) can c) ought to

Контрольная работа.

MODAL VERBS IN THE PASSIVE VOICE

1) The box taken to the station in time.

a) must be b) can be c) may be

2) The river ... crossed on a raft. There are no waves.

a) must be b) can be c) may be

3) The work.... finished in time because of the good weather.

a) must be b) can be c) may be

4) The books...returned to the library.

a) must be b) can be c) may be

5) These exercises... done tomorrow. The teacher will check them.

a) must be b) can be c) may be

6) The books you need ...found in any library.

a) must be b) can be c) may be

7) These letters...sent immediately.

a) must be b) can be c) may be

8) These mistakes...easily forgiven , those were the circumstances.

a) must be b) can be c) may be

9) Such berries ...found everywhere.

a) must be b) can be c) may be

10) This workdone carefully.

a) must be b) can be c) may be

11) The doctor says she...taken to the hospital.

a) must be b) can be c) may be

12) The work...done in 3 days.

a) must be b) can be c) may be

13) The booksreturned to the library .

a) must be b) can be c) may be

14) Even the tallest trees...climbed by monkeys.

a) must be b) can be c) may be

15) The hands...washed before eating.

a) must be b) can be c) may be

16) The rooms...aired daily.

a) must be b) can be c) may be

17) The cat...eaten by fish.

a) must be b) can be c) may be

18) The dogeaten by meat sometimes.

a) must be b) can be c) may be

19) The books ...kept clean.

a) must be b) can be c) may be

20) This picture....hung above the fireplace, mother permits us.

a) must be b) can be c) may be

21) How this wordtranslated.

a) must be b) can be c) may be

22) Where this case....taken.

a) must be b) can be c) may be

23) Your phone number....written down by my mother.

a) must be b) can be c) may be

24) This cat... left in the yard, my mother prohibits to take to the house.

a) must be b) can be c) may be

25) She...offered a new job it is , it is probable.

a) must be b) can be c) may be

Контрольная работа №1

Вариант 1

Types of Banks

Whether commercial or public, government or private – there are numerous types of banks, each serving its own specific role.

There are several types of banks in the world, and each has a specific role and function – as well as a domain – in which they operate. In broad strokes, banks may be divided into several groups on the basis of their activities and these include investment banks, retail, private, business, and also corporate banks. Many of the larger banks have multiple divisions covering some or all of these categories.

Retail banks deal directly with consumers and small business owners. They focus on mass market products such as current and savings accounts, mortgages and other loans, and credit cards. By contrast, private banks normally provide wealth management services to high net worth families and individuals.

Business banks provide services to businesses and other organizations that are medium sized, whereas the clients of corporate banks are usually major business entities.

Lastly, investment banks provide services related to financial markets, such as mergers and acquisitions.

Another way in which banks may be categorized is on the basis of their ownership. They might either be privately held or publicly owned banks.

Privately owned banks are motivated by profit in their business operations. Publicly owned banks are held by the state governments of the individual countries and they serve as a nation's centralized bank, as well as an economic backbone for that particular country. They are also known as central banks.

Publicly owned banks, which are controlled by the government, have numerous responsibilities pertaining to the banking sector of the country, such as administering various activities for the commercial banks of that country. They also determine the rates of interest offered by banks doing business in that country, as well as playing a major role in maintaining liquidity in the banking sector.

There are several types of notable retail banks. These include the offshore, community and savings banks, as well as the community development banks, building societies, postal savings banks, ethical banks and Islamic banks.

Offshore banks operate in areas of reduced taxes, as compared to the country in which the investor lives in. This is why most offshore banks are private banks.

Community banks are monetary organizations operated on a local basis, while community development banks cater to the populations, or markets, that have typically not been served properly.

Postal savings banks are basically savings banks that operate in conjunction with the national postal systems of that country.

Building societies were traditionally mutually owned by their customers. They provide a full range of retail banking services, but with a particular focus on mortgages.

Ethical banks do their business based on their own code of conduct. They only accept investments that they perceive to be useful from a social and environmental point of view. The Islamic Banks perform their business operations as per the Sharia law, the Islamic code of law. In particular, this means that they operate sans interest.

There are two types of investment banks - the investment banks that perform underwriting activities, and the merchant banks, a traditional form of banking, that performs trade-financing activities.

1. Translate the text.
2. Find these words and phrases in the text:

1. Consumer
2. By contrast
3. Investment
4. Mortgages
5. Merger
6. Acquisition
7. Rate of interest
8. Tax
9. In conjunction
10. A range.

- a. act of acquiring or gaining possession
- b. a conveyance of property to a creditor as security, as for the repayment of money
- c. a sum of money demanded by a government for its support or for a specific facilities or services, levied upon incomes, property, sales, etc.
- d. one who uses a commodity or service
- e. to compare in order to show unlikeness or differences; note the opposite natures, purposes, etc.
- f. the investing of money or capital in order to secure profitable returns especially interest or income
- g. a statutory combination of two or more corporations by the transfer of the properties to one surviving corporation
- h. the amount of a charge or payment with reference to some basis of calculation
- i. the act of conjoining; combination
- j. the extent to which or the limits between which variation is possible

3. Choose the right form of the verb.

1. Retail banks ... directly with consumers and small business owners.

- a. deals
- b. deal
- c. dealt

2. Private banks normally ... wealth management services to high net worth families and individuals.

- a. are provided
- b. provides
- c. provide

3. Publicly owned banks ... numerous responsibilities pertaining to the banking sector of the country.

- a. have
- b. had
- c. will have

4. Another way in which banks ... is on the basis of their ownership.

- a. categorizes
- b. categorized
- c. may be categorized

5. They only ... investments that they perceive to be useful from a social and environmental point of view.

- a. are accepted
- b. accept
- c. accepted

4. Answer the following questions:

- 1. What types of banks do you know?
- 2. On what do retail banks focus?
- 3. Investment banks provide services related to financial markets, don't they?
- 4. What are the types of notable retail banks?
- 5. What are the types of investment banks?

5. Put the sentences to the negative and interrogative forms.

- 1. Many of the larger banks have multiple divisions covering some or all of these categories.
- 2. Another way in which banks may be categorized is on the basis of their ownership.
- 3. Private banks normally provide wealth management services to high net worth families and individuals.
- 4. Offshore banks operate in areas of reduced taxes.
- 5. There are two types of investment banks.

Контрольная работа №1

Вариант 2

Commercial Banks

Commercial banks offer a wide range of corporate financial services that address the specific needs of private enterprise. They provide deposit, loan and trading facilities but will not service investment activities in financial markets.

Commercial banks can be described as a type of financial intermediary. In the US, the term is used to refer to any banking organization or division that deals with the deposits and loans of business organizations.

The term commercial bank is used to differentiate these banks from investment banks, which are primarily engaged in the financial markets. Commercial banks are also differentiated from retail banks that cater to individual clients only. In non English-speaking

countries the term commercial bank is used interchangeably with the term trading bank.

Commercial banks play a number of roles in the financial stability and cash flow of a countries private sector. They process payments through a variety of means including telegraphic transfer, internet banking and electronic funds transfers. Commercial banks issue bank checks and drafts, as well as accept money on term deposits.

Commercial banks also act as moneylenders, by way of installment loans and overdrafts. Loan options include secured loans, unsecured loans, and mortgage loans. A secured loan is one where the borrower provides a certain property or asset as collateral against the loan. The main condition of these loans is that if the loan remains unpaid, the bank has the right to use the property in any way they like to realize the outstanding amount. Unsecured loans have no collateral and therefore command higher interest rates. There are a variety of unsecured loans available today and these include credit cars, credit facilities such as a lines of credit, corporate bonds, and bank overdrafts.

Mortgage loans that are provided by commercial banks are similar to secured loans but are used specifically to buy real estate property for commercial purposes. In most of these cases, the banks hold a lien on the title to the particular property purchased with the loan. If the borrower is unable to pay the loan back, the bank leverages this item against the loan to generate funds or recover the principal.

Commercial banks provide a number of import financial and trading documents such as letters of credit, performance bonds, standby letters of credit, security underwriting commitments and various other types of balance sheet guarantees. They also take responsibility for safeguarding such documents and other valuables by providing safe deposit boxes.

Currency exchange functions and the provision of unit trusts and commercial insurance are typically provided by the relevant departments in larger commercial banks.

1. Translate the text.

Find these words and phrases in the text:

1. Needs
2. Loan
3. Term
4. Overdraft
5. Property
6. Trust
7. Insurance
8. Lien
9. Real Estate
10. Bonds

Now choose the right meaning.

- a. a piece of landed property, especially one of large extent with an elaborate house on it
- b. a legal right to hold property or to have it sold or applied for payment of a claim
- c. the act, system, or business of insuring property, life, one's person etc. against loss or harm arising in specified contingencies, as fire, accident, death, disablement, or the like, in consideration of a payment proportionate to the risk involved
- d. in a state of need or want
- e. something lent or furnished on condition of being returned, especially a sum of money lent at interest
- f. a word or group of words serving as a specific name of something, especially in a special field
- g. a draft in excess of one's credit balance, or the amount of the excess
- h. ownership; right of possession, enjoyment, or disposal of something, especially of something tangible
- i. the obligation or responsibility imposed on one in whom confidence or authority is placed
- j. a sealed instrument under which a person, corporation or government guarantees to pay a stated sum of money on or before a specified day

2. Choose the right form of the verb.

1. Commercial banks ... a wide range of corporate financial services that address the specific needs of private enterprise.

- a. offer
- b. are offered
- c. offers

2. Commercial banks ... as a type of financial intermediary.

- a. describes
- b. can be described
- c. described

3. The term ... to refer to any banking organization or division that deals with the deposits and loans of business organizations.

- a. are used
- b. were used

c. is used

4. Commercial banks ... a number of import financial and trading documents such as letters of credit, performance bonds, standby letters of credit, security underwriting commitments and various other types of balance sheet guarantees.

- a. provide
- b. provides
- c. provided

5. Currency exchange functions and the provision of unit trusts and commercial insurance ... typically ... by the relevant departments in larger commercial banks.

- a. is provided
- b. are provided
- c. provides

3. Answer the following questions:

1. What do commercial banks offer?
2. Commercial banks can be described as a type of financial intermediary, can't they?
3. What is the main condition of the loans?
4. Who takes responsibility for safeguarding such documents and other valuables by providing safe deposit boxes?
5. Are currency exchange functions and the provision of unit trusts and commercial insurance typically provided by the relevant departments in larger commercial banks?

4. Put the sentences to the negative and interrogative forms.

1. Commercial banks play a number of roles in the financial stability and cash flow of a countries private sector.
2. The term commercial bank is used to differentiate these banks from investment banks, which are primarily engaged in the financial markets.
3. The main condition of these loans is that if the loan remains unpaid, the bank has the right to use the property in any way they like to realize the outstanding amount.
4. In most of these cases, the banks hold a lien on the title to the particular property purchased with the loan.
5. Commercial banks provide a number of import financial and trading documents such as letters of credit, performance bonds, standby letters of credit, security underwriting commitments and various other types of balance sheet guarantees.

Контрольная работа №2

Вариант 1

The Economics of Money Banking and Financial Market

The economics of money banking and financial market is integral to the proper functioning of the banking system of an economy. It not only prevents overheating of the economy by letting appropriate quantity of money flow in the economy. Besides, anyone trying to figure out the basics of monetary and credit policy must possess an in-depth knowledge of the economics of money banking and financial market.

Understanding the basics of economics of money banking and financial market:

Money Banking:

The definitive money in the nation that consists of all the base money in private hands comes from the monetary base created by the Fed. Besides this money (in the particular country's currency) is also held by government and foreign central banks but this is not included in the Federal Reserve notes. Commercial banks are also an important player in the economics of money banking and financial market. Their main function is however bilateral. On one hand they lend out in the form of a deposit to the borrower which he can withdraw according to his wish. This money however is not counted as base money but is a form of base money on demand. On the other hand they accept cash deposits which is converted into credit when the bank lends it out in the market.

A bank however can't lend out all the money it accepts as deposits as banks have to store away a portion of the money. These official reserve are in the form of vault cash and deposits at the Fed. Banks can also hold secondary reserve in the form of Treasury Bills. A bank complying with all the conditions laid down by the Fed may still be insolvent if its liability exceeds its other assets (principal assets being the recoverable as well as unrecoverable loans) and reserves.

So far so good, the quantity of money in circulation is ultimately decided by the public. The central bank just replenishes the lost reserves. The liquidity of the banking system is in jeopardy if the attempts made by the central bank fail. There is a monetary crisis and a deflationary situation is created. The interest rate adjustment then comes into play to correct the situation.

Financial Market:

A financial market is crucial for the smooth functioning of the economics of money banking and financial market. Financial market refers to the place where creation and exchange of financial instruments take place. Usually these are the stock exchanges in countries, but they also include online and distant communication and transactions between buyers and sellers. These include markets for transaction of stocks, bonds, foreign exchange. Money market and capital market are the two broad parts of a financial market. Money market deals mainly with short-term debt instruments such as Treasury Bills, commercial paper, banker's acceptance and certificate of deposits. The maturity period of most of these instruments are less than one year. Capital market on the other hand

mainly deals with equity and long-term debt securities. With a maturity period of more than one year.

The economics of money banking and financial market is a huge subject that is ever changing and is without any prescribed syllabus. The above is only an attempt to understand the basics.

1. Translate the text

2. Find these words and phrases in the text:

1. Credit
2. Withdraw
3. Reserve
4. Assets
5. Circulation
6. Liquidity
7. Exchange
8. Transaction
9. Certificate
10. Securities

Now choose the right meaning:

- a. confidence in a purchaser's ability and intension to pay, displayed by entrusting him with goods and services without immediate payment
- b. items of ownership convertible into cash; total resources of a person or business, as cash notes and accounts receivable, securities, inventories, good will, fixtures, machinery, real estate, etc. (opposed to liabilities)
- c. to part with for some equivalent; give up for something else, change for another
- d. a document serving as evidence or as written testimony, as of status, qualifications, privileges, the truth of something, etc.
- e. to draw back, away, or aside; take back; remove
- f. an instance or process of transacting something
- g. the transmission or passage of anything from place to place or person to person
- h. to keep back or save for future use, disposal, treatment, etc.
- i. stocks and bonds
- j. the ability or ease with which assets can be converted into cash

3. Choose the right form of the verb

1. The definitive money in the nation that ... of all the base money in private hands comes from the monetary base created by the Fed.
 - a. consists
 - b. consisted
 - c. is consisted
2. Commercial banks ... also an important player in the economics of money banking and financial market.
 - a. is
 - b. was
 - c. are
3. A bank however ... lend out all the money it accepts as deposits as banks have to store away a portion of the money.
 - a. can
 - b. must not
 - c. can't
4. Money market ... mainly with short-term debt instruments such as Treasury Bills, commercial paper, banker's acceptance and certificate of deposits.
 - a. deal
 - b. deals
 - c. dealt
5. Financial market ... to the place where creation and exchange of financial instruments take place.
 - a. refers
 - b. referred
 - c. are referred

4. Answer the following questions:

1. What is money banking?
2. What is financial banking?
3. Financial market refers to the place where creation and exchange of financial instruments take place, doesn't it?
4. What is the role of commercial banks?
5. Does money market deal mainly with short-term debt instruments such as Treasury Bills, commercial paper, banker's acceptance and certificate of deposits?

5. Put the sentences to the negative and interrogative forms.

1. The economics of money banking and financial market is integral to the proper functioning of the banking system of an economy.
2. The definitive money in the nation that consists of all the base money in private hands comes from the monetary base created by the Fed.
3. A bank however can't lend out all the money it accepts as deposits as banks have to store away a portion of the money.
4. They include online and distant communication and transactions between buyers and sellers.
5. Money market and capital market are the two broad parts of a financial market.

Контрольная работа №2

Вариант 2

Financial Management

Financial management entails planning for the future of a person or a business enterprise to ensure a positive cash flow. It includes the administration and maintenance of financial assets. Besides, financial management covers the process of identifying and managing risks.

The primary concern of financial management is the assessment rather than the techniques of financial quantification. A financial manager looks at the available data to judge the performance of enterprises. Managerial finance is an interdisciplinary approach that borrows from both managerial accounting and corporate finance.

Some experts refer to financial management as the science of money management. The primary usage of this term is in the world of financing business activities. However, financial management is important at all levels of human existence because every entity needs to look after its finances.

Financial Management: Levels

Broadly speaking, the process of financial management takes place at two levels. At the individual level, financial management involves tailoring expenses according to the financial resources of an individual. Individuals with surplus cash or access to funding invest their money to make up for the impact of taxation and inflation. Else, they spend it on discretionary items. They need to be able to take the financial decisions that are intended to benefit them in the long run and help them achieve their financial goals.

From an organizational point of view, the process of financial management is associated with financial planning and financial control. Financial planning seeks to quantify various financial resources available and plan the size and timing of expenditures. Financial control refers to monitoring cash flow. Inflow is the amount of money coming into a particular company, while outflow is a record of the expenditure being made by the company. Managing this movement of funds in relation to the budget is essential for a business.

At the corporate level, the main aim of the process of managing finances is to achieve the various goals a company sets at a given point of time. Businesses also seek to generate substantial amounts of profits, following a particular set of financial processes.

Financial managers aim to boost the levels of resources at their disposal. Besides, they control the functioning on money put in by external investors. Providing investors with sufficient amount of returns on their investments is one of the goals that every company tries to achieve. Efficient financial management ensures that this becomes possible.

1. Translate the text
2. Find these words and phrases in the text:

1. Management
2. Assessment
3. Data
4. Expenses
5. Planning
6. Inflation
7. Surplus
8. Expenditure
9. Fund
10. Investor

Now choose the right meaning:

- a. facts, information, statistics, or the like, either historical or derived by calculation or experimentation
- b. stock of money or pecuniary resources, as for some purpose
- c. undue expansion or increase of the currency of a country, especially by the issuing of paper money not redeemable in specie
- d. the person or persons controlling and directing the affairs of an institution, business, etc.
- e. cost or charge
- f. the act of expending; disbursement; consumption
- g. act of assessing, appraisal, evaluation
- h. a scheme of action or procedure
- i. an amount, quantity, etc., greater than needed
- j. someone who put money to use, by purchase or expenditure, in something offering profitable returns, especially interest or income

3. Choose the right form of the verb:

1. It ... the administration and maintenance of financial assets.
 - a. includes
 - b. include
 - c. are included
2. The primary concern of financial management ... the assessment rather than the techniques of financial quantification.
 - a. to be
 - b. is
 - c. are
3. Some experts ... to financial management as the science of money management.
 - a. refers
 - b. refer
 - c. are referred
4. They ... take the financial decisions that are intended to benefit them in the long run and help them achieve their financial goals.
 - a. need to be able
 - b. can
 - c. must
5. They ... the functioning on money put in by external investors.
 - a. controls
 - b. are controlled
 - c. control

4. Answer the following question:

1. What does financial management entail?
2. What are the levels of financial management?
3. Financial control refers to monitoring cash flow, doesn't it?
4. Is the main aim of the process of managing finances to achieve the various goals a company sets at a given point of time?
5. Do the financial managers control the functioning on money put in by external investors?

5. Put the sentences to the negative and interrogative forms.

1. Financial management covers the process of identifying and managing risks.
2. A financial manager looks at the available data to judge the performance of enterprises.
3. Managerial finance is an interdisciplinary approach that borrows from both managerial accounting and corporate finance.
4. Businesses also seek to generate substantial amounts of profits, following a particular set of financial processes.
5. Financial managers aim to boost the levels of resources at their disposal.

Контрольная работа №3

Вариант 1

Principle of Corporate Finance

Principle of Corporate Finance constitutes the theories and their implementations by the managers of the companies in the practical field for maximization of profit.

Corporate Finance deals with a company's financial or monetary activity (promotion, financing, investment, organization, capital budgeting etc.).

All these activities are accomplished with the sole objective of profit maximization.

For meeting the fund requirements for any project of a corporation, a company can get it from various sources such as internal, external or equities at the lowest cost possible. This fund is then used for investment purposes for the production of the desirable asset.

Principle of Corporate Finance shows how the different corporate financial theories help to formulate the policies for the growth of a company.

Finance is a science of managing money and other assets. It is the process of channelization of funds in the form of invested capital, credits, or loans to those economic agents who are in need of funds for productive investments or otherwise. Eg. On one hand, the consumers, business firms, and governments need funds for making their expenditures, pay their debts, or complete other transactions. On the other hand, savers accumulate funds in the form of savings deposits, pensions, insurance claims, savings or loan shares, etc which becomes a source of investment funds. Here, finance comes to the fore by channeling these savings into proper channels of investment.

Broadly, finance can be classified into three fields:-

Public Sector Finance: Financing in the government or public level is known as public sector finance. Government meets its expenditures mainly through taxes. Government budget generally don't balance, hence it has to borrow for these deficits which in turn gives rise to public debt.

Corporate or Business Finance: It tries to optimize the goals (profit, sales, etc.) of a corporation or other business organization by estimating future asset requirements and then allocating funds in accordance to the availability of funds.

Personal Finance:

It basically deals with the optimization of finances in the individual (single consumer, family, personal savings, etc.) level subjected to the budget constraint. Eg. A consumer can finance his/her purchase of a car by taking a loan from any bank or financial institutions.

Corporate or business finance is all about raising and allocation of funds for increasing profit. Senior management chalks out long-term plan for fulfilling future objectives. Value of the company's stock is a very important issue for the management because it is directly related to the wealth of the share-holders of the company.

Translate the text:

1. Find these words and phrases in the text:

1. Principle
2. Profit
3. Share
4. Consumer
5. Pension
6. Wealth
7. Budget
8. Debt
9. Savings
10. Sales

Now choose the right meaning:

- a. an accepted or professed rule of action or conduct
- b. a quantity sold
- c. the full or proper portion or part allotted or belonging to or contributed or owed by an individual or group
- d. a fixed amount, other than wages, paid at regular intervals to a person or his surviving dependants in consideration of his past services, age, merit, poverty, injury of loss sustained
- e. one who uses a commodity or service
- f. pecuniary gain resulting from the employment of capital at any transaction
- g. something that is owed; something that one person is bound to pay to or perform for another
- h. tending or serving to save; rescuing; preserving
- i. an estimate, often itemized, of expected income and expense, or operating results, for a given period in the future
- j. a great quantity or store of money, valuable possessions, property, or other riches

2. Choose the right form of the verb:

1. Corporate Finance ... with a company's financial or monetary activity.

- a. deal
- b. dealt
- c. deals

2. Finance ... a science of managing money and other assets.

- a. is
- b. are
- c. have been

3. Savers accumulate funds in the form of savings deposits, pensions, insurance claims, savings or loan shares, etc which becomes a source of investment funds.

- a. accumulates
- b. accumulate
- c. are accumulated

4. It ... to optimize the goals (profit, sales, etc.) of a corporation or other business organization by estimating future asset requirements and then allocating funds in accordance to the availability of funds

- a. try
- b. tries
- c. are

5. Senior management ... long-term plan for fulfilling future objectives.

- a. chalks out
- b. chalked out
- c. chalk out

3. Answer the following questions:

1. Corporate Finance deals with a company's financial or monetary activity, doesn't it?
2. What does principle of Corporate Finance show?
3. What is the difference between Public Sector Finance and Personal Finance?
4. Does government meet its expenditures mainly through taxes?
5. Why is value of the company's stock a very important issue for the management?

4. Put the sentences to the negative and interrogative forms.

1. A company can get it from various sources such as internal, external or equities at the lowest cost possible.
2. The consumers, business firms, and governments need funds for making their expenditures, pay their debts, or complete other transactions.
3. This fund is then used for investment purposes for the production of the desirable asset.
4. Finance comes to the fore by channeling these savings into proper channels of investment.
5. A consumer can finance his/her purchase of a car by taking a loan from any bank or financial institutions.

Вопросы для подготовки к зачету:

2 курс (3,4 семестр)

1. Ознакомиться с содержанием профессионально ориентированного текста на иностранном языке (разрешается пользоваться словарем). Изложить основное содержание прочитанного текста (разрешается обращаться к тексту).
2. Принять участие в беседе с преподавателем по ситуациям в рамках изученной тематики.
- 3 семестр - «Знакомство», «Моя визитная карточка», «Семья», «Мой колледж», «Моя будущая профессия», «Моя страна», «Мой город», «Моя квартира», «Распорядок дня», «Моя учёба/работа», «На совещании»;
- 4 семестр - «Великобритания», «США», «Экономическая и политическая система стран изучаемого языка», «Экономика», «Производство», «Обмен», «Потребление», «Бизнес в США», «Бизнес в Великобритании», «Структура компании», «Резюме», «Интервью», «Деловые визиты», «Код поведения», «Валютная система стран изучаемого языка», «Обмен денег», «История возникновения денег».
3. Выполнить задание по грамматическому материалу.
- 3 семестр - указательные местоимения; притяжательные местоимения; безличные предложения; обозначения времени; глагол to have (have got); местоимения some, any, no; разделительные вопросы; место наречий в предложении; местоимения much/many, few/little, a few/ a litt; настоящее время Simple Present; альтернативные и разделительные вопросы; оборот there is/ there are; производные от местоимений some, any, no; возвратные местоимения;
- 4 семестр - настоящее время Present Continuous и причастия I и II, герундий, модальные глаголы can, may, must; инфинитивная конструкция It is too...to do smth; артикль; единственное и множественное число существительных; степени сравнения прилагательных; слова million, thousand, hundred; времена группы Simple; предлоги места и направления; простые времена в пассивном залоге; модальные глаголы и их эквиваленты; продолженные времена; конструкция to be going to smth; продолженные времена в пассивном залоге.

3 курс (5 семестр)

1. Ознакомиться с содержанием профессионально ориентированного текста на иностранном языке, сделать письменный перевод (со словарем) указанного фрагмента текста.
- 5 семестр - «Основные понятия в международной торговле», «Европейский союз», «ВТО», «Запрос», «Предложение», «Деловые переговоры», «Цены», «Условия поставки, условия платежа», «Контракты», «Накладные», «Транспортные документы», «Страховка», «Банковские гарантии».
2. Принять участие в беседе с преподавателем по содержанию текста и затронутым в нем проблемам. (Во время беседы студент может обращаться к тексту).
3. Выполнить задание по грамматическому материалу.
- 5 семестр - местоимение it; определительные придаточные предложения; совершенные времена в пассивном залоге; дополнительные придаточные предложения; правила согласования времён; неопределённая форма глагола; местоимение other .

Вопросы для подготовки к экзамену

3 курс (6 семестр)

Типовые контрольные задания для оценки умений, знаний, практического опыта, компетенций:

Грамматические задания

1. Заполните пропуски необходимыми словами или словосочетаниями:
 - The USA borders on Canada in the north and on ... in the south.
 - The USA is a highly ... industrial and agricultural country.
 - Officially the USA comprises 50 states and
2. Поставьте глаголы в правильную глагольную форму действительного залога:
 - He often (to write) letters to his parents.
 - My mother (to cook) a cake for my birthday when I came home yesterday.
 - Our friends (to go) away some minutes ago.
 - I just (to finish) my work.
 - His sister (to go) to the seaside next July.
3. Поставьте глагол в правильную форму страдательного залога:
 - Usually the floor (to sweep) every day.
 - Those books (to return) to the library yesterday.
 - The patient (to operate) tomorrow morning.
 - Litter must not (to leave) here.
 - Thousands of new houses (to build) in our city now.
4. Поставьте глагол в скобках в нужную форму, соблюдая правила согласования времён:
 - He said that the bus (to be) here soon.
 - I decided that next year I (to go) to the Black Sea coast.
 - She told me that she (to live) in London then.
 - He thinks that she (to be) a good specialist in some years.
5. Переведите предложения на английский язык, используя модальные глаголы:
 - Никто не смог перевести этот текст.
 - Должен я сделать эту работу прямо сейчас? – Нет, не нужно.
 - Нам пришлось остаться вчера дома из-за сильного дождя.
 - Ты сможешь завтра закончить доклад?
 - На экзаменах студенты могут пользоваться словарями?
 - Обычно да, но завтра нам не разрешат этого сделать.
6. Образуйте прошедшую форму данных глаголов
Begin, fly, run, win, buy, give, spend, come, lose, take, put, feel, grow
7. Вставьте артикли, где необходимо.
I knew ... man who had travelled very much in his life. He had visited many countries in ... east and in ... west.

Лексические темы

1. Составить диалог «Поиск работы» по разговорным клише и устойчивым выражениям.
2. Ответить письменно на следующие вопросы:
 - What is the job of a bookkeeper?
 - What does a bookkeeper`s working day depend on?
 - What is a bank?
 - What is a current /deposit account?
 - What can you tell about a services of banks?
3. Перевести с русского языка на английский следующие термины:
 - текущий счёт
 - срочный вклад
 - вкладчик
 - выплачивать
 - бесплатно
 - брать займы
 - ценные бумаги
 - акционерный капитал
 - облигация
 - наличные
 - налог
 - страховка
4. Прочитать тексты. Ответить на вопросы письменно.
 - “Mass media”
 - “Education in Russia”
 - “The system of education in Great Britain”
 - “Education in the United Stations”
 - “Great Britain”
 - “Russia”
 - “Traditions of English Speaking countries”
 - “Holidays in the USA”
 - “The British Parliament and the Electoral System”
 - “Systems of government of the USA and Russia”
 - “Choosing a present”
 - “British Mass media”
 - “Advertising and Persuasion”

- "Cinema and music"
- "My favourite writer"
- 5. Составить диалоги на темы:
 - "Newspapers".
 - "Oxford traditions".
 - "The United nations organization".
 - "Advertising and Persuasion".
 - "Student life".

5. Соотнесите английские слова с русскими эквивалентами

- | | |
|--------------------------------------|--|
| 1. To make a phone call | a) Навещать кого-либо |
| 2. To make an arrangement | b) Увеличивать(ся) издержки |
| 3. To do activities | c) Назначить (договориться о) встрече |
| 4. To have a flexitime | d) Заниматься разными видами деятельности |
| 5. To communicate with smb | e) Опыт в чём-либо |
| 6. To make an appointment | f) Сделать звонок |
| 7. To come to visit smb | g) Уменьшать риск |
| 8. To decrease a risk | h) Договариваться |
| 9. To increase costs | i) Общаться с кем-либо |
| 10. To look forward to doing smth | j) Иметь гибкий (скользящий) график работы |
| 11. An experience in smth/doing smth | k) Ждать с нетерпением чего-либо |

6. Переведите с русского на английский язык

1. Федеральная резервная система контролирует разнообразные финансовые учреждения и является «банком банкиров».
2. Все национальные банки являются членами Федеральной резервной системы владеют ею совместно с правительством.
3. Если банк держит на руках 30 процентов фондов, он может давать ссуду из остальных 70 процентов.

Типовые профессионально ориентированные тексты

ТЕКСТ 1.

MONEY

The work which people undertake provides them with money. People buy essential commodities with money. All values in the economic system are measured in terms of money. Our goods and services are sold for money, and that money is in its turn exchanged for other goods and services. Coins are adequate for small transactions, while paper notes are used for general business. Originally, a valuable Metal (gold, silver or copper) served as a constant store of value, and even today the American dollar is technically backed by the store of gold which the US government maintains. Because gold has been universally regarded as a very valuable metal, national currencies were for many years judged in terms of the so called "gold standard". Nowadays national currencies are considered to be as strong as the national economies which support them. The value of money is basically its value as a medium of exchange or as economists put it, its "purchasing power". This purchasing power is dependent on supply and demand. The demand of money is reckonable as the quantity needed to effect business transactions. The demand for money is related to the rapidity with which the business is done. The supply of money is the actual amount in notes and coins available for business purposes. If too much money is available, its value decreases. This condition is known as "inflation".

1. What is money used for?
2. Which value does money have?
3. What is inflation?

ТЕКСТ 2.

FUNCTIONS OF MONEY

People accept money in exchange for goods and services. But the role of money depends on the state of development of an economy. Money has become an essential element of economies based on the division of labour, in which individuals have specialized in certain activities and enterprises have focused on manufacturing specific goods and rendering specific services. In order to make transactions as simple and efficient as possible, the introduction of a generally accepted medium of exchange suggested itself. Money perform the function of a medium of exchange or means of payment with goods being exchanged for money and money for goods. At the same time it also acts as a unit of account.

Money is a store of value, as part of an individual's income may be set aside for future consumption.

These three functions of money - medium of exchange, unit of account and store of value - can only be fulfilled if there is great confidence in its stability of value. Safeguarding monetary stability is the primacy task of the central banks all over the world. Moreover, the central bank has the function of regulating the money supply in order to guarantee a smooth functioning of the monetary system.

1. What do people accept as money?
3. What are three main functions of money?

ТЕКСТ 3.

Organisation of the european system of central banks (escb)

The ESCB is composed of the European Central Bank (ECB) and the national central banks (NCBs) of the European Union member states. In accordance with the ESCB Statute, the primary of the ESCB is to maintain the price stability.

The basic tasks to be carried out by the ESCB are:

- to define and implement the monetary policy;
- to conduct foreign exchange operations;
- to hold and manage the official foreign reserves of the Member States;

And to promote the smooth operation of payment systems.

In addition, the ESCB contributes to the smooth conduct of policies relating to supervision of credit institutions and the stability of the financial system. It also has an advisory role on matters which fall within its field of competence. Finally, in order to undertake the tasks the ESCB, the ECB shall collect the necessary statistical information.

1. Define the notion ESCB

2. What is the Russian national currency?

ТЕКСТ 4.

A financial audit is the examination of financial records and reports of a company or organisation, in order to verify that the figures in the financial reports are relevant, accurate, and complete. The general focus is to ensure the reported financial statements fairly represent a company's stated condition for the firm's stakeholders. These stakeholders will be interested parties, such as stockholders, employees, regulators, and the like. Doing a financial audit is called the "attest" function. The general purpose is for an independent party (the CPA firm) to provide written assurance (the audit report) that financial reports are "fairly presented in conformity with generally accepted accounting principles". Because of major accounting scandals (failure by CPA firms to detect widespread fraud), assessing internal control procedures has increased in magnitude as a part of financial audits. Financial audits are typically done by external auditors (accountancy firms). Many organizations, including most very large organizations, also employ or hire internal auditors, who do not attest to financial reports. Internal auditors often assist external auditors, and, in theory, since both do internal control work, their efforts should be coordinated.

1. What is a financial audit?

2. What is the general purpose of audit?

3. Who typically does financial audits?

ТЕКСТ 5

Their first appearance was probably in Asia in the 7th century BC. And whether these coins were used as money in the modern sense has also been questioned. To determine the earliest use of money, we need to define what we mean by money. We will return to this issue shortly. But with any reasonable definition the first use of money is as old as human civilization. The early Persians deposited their grain in state or church granaries. The receipts of deposit were then used as methods of payment in the economies. Thus, banks were invented before coins. Ancient Egypt had a similar system, but instead of receipts they used orders of withdrawal – thus making their system very close to that of modern checks. In fact, during Alexander the Great's period, the granaries were linked together, making checks in the 3rd century BC more convenient than British checks in the 1980s. However, money is older than written history. Recent anthropological and linguistic research indicates that not only is money very old, but its origin has little to do with trading, thus contradicting another common myth. Rather, money was first used in a social setting. Probably at first as a method of punishment.

1. Are the concepts of money and coinage the same?

2. How old is the first money?

3. What did early Stone Age men use as money?

4. Where and when did the first bank notes appear?

ТЕКСТ 6

An essential characteristic of capitalism is the institution of rule of law in establishing and protecting private property, including, most notably, private ownership of the means of production. Private property was embraced in some earlier systems legal systems such as in ancient Rome, but protection of these rights was sometimes difficult, especially since Rome had no police. Such and other earlier system often forced the weak to accept the leadership of a strong patron or lord and pay him for protection. It has been argued that a strong formal property and legal system made possible a) greater independence; b) clear and provable protected ownership; c) the standardization and integration of property rules and property information in the country as a whole; d) increased trust arising from a greater certainty of punishment for cheating in economic transactions; e) more formal and complex written statements of ownership that permitted the easier assumption of shared risk and ownership in companies, and the insurance of risk; f) greater availability of loans for new projects, since more things could be used as collateral for the loans; g) easier and more reliable information regarding such things as credit history and the worth of assets; h) an increased standardization and transferability of statements documenting the ownership of property, which paved the way for structures such as national markets for companies and the easy transportation of property through complex networks of individuals and other entities. All of these things enhanced economic growth.

1. What is an important feature of capitalism?

2. Is capitalism the only system embracing private property?

3. Give your definition to the term "intellectual property".

ТЕКСТ 7

One of the primary objectives in a social system in which commerce and property have a central role is to promote the growth of capital. The standard measures of growth are Gross Domestic Product or GDP, capacity utilization, and 'standard of living'. The ability of capitalist economies to increase and improve their stock of capital was central to the argument which Adam Smith advanced for a free market setting production, price and resource allocation. It has been argued that GDP per capita was essentially flat until the industrial revolution and the emergence of the capitalist economy, and that it has since increased rapidly in capitalist countries. It has also been argued that a higher GDP per capita promotes a higher standard of living, including the adequate or improved availability of food, housing, clothing, health care, reduced working hours and freedom from work for children and the

elderly. These are reduced or unavailable if the GDP per capita is too low, so that most people are living a marginal existence. Economic growth is, however, not universally viewed as an unequivocal good. The downside of such growth is referred to by economists as the 'externalization of costs'. Among other things, these effects include pollution, the disruption of traditional living patterns and cultures, the spread of pathogens, wars over resources or market access, and the creation of underclasses.

1. What are the standard measures of economic growth?

2. What are the side effects of economic growth?

3. What did the recent natural disasters prove?

ТЕКСТ 8

Competition

All businesses produce goods and services and seek profits. And they all compete with other businesses in doing so. -Competition is universal in the world of business. Businesses do not compete only in selling things. They compete for labour, capital, and natural resources. If a business is going to survive in the face of competition, it needs a constant flow of new ideas. It needs managers who are good at developing new products, finding new ways to reduce costs, and thinking of new ways to make products attractive to consumers. In the 1960s Xerox had a virtual monopoly on producing copying machines because the company had major patents. Rivals like Kodak, Canon, and 3M spent huge amounts of money on getting new patents. They succeeded in obtaining new patents, and now Xerox is just one among many competitors in the copier market.

1. What do all businesses produce?

2. What is competition?

3. What does a businessman need to develop new products?

ТЕКСТ 9

Supply and Demand

The backbone of any economy are producers. They are represented by enterprises or firms. The aim of producers is to supply goods and services, seek profits, and compete successfully with one another. To create the goods and services they sell, producers transform inputs into outputs. Three factors of production are needed to make goods and services. They are labour, capital, and natural resources. Every economy faces the problem of what, how and for whom to produce. In market economies the problem is solved by the market thanks to the law of supply and demand. The law states that the imbalances in the market between the quantity of the goods that buyers want to purchase and the quantity that producers want to sell tend to be corrected by changes in prices. Other things being equal, people tend to increase their purchases of a good or service when its price goes down, and to cut back on purchases when prices go up. Producers tend to respond to a rise in price by increasing their output. Together, changes in supply and demand act to correct temporary shortages or surpluses. When there is a shortage, producers see a chance to increase the supply and to make an extra profit. Whenever people who are willing to sell a commodity contact people willing to buy it, a market for that commodity is created. In a perfect market, buyers and sellers are numerous and competition is completely free. In some markets there may only be one seller or a very limited number of sellers to offer goods and services. Such a situation is called a "monopoly".

1. What is the backbone of economy?

2. What are three main factors of production?

3. What is the monopoly?

ТЕКСТ 10

The Nation's Economy

The economy of the country is like a machine which provides us with things we need, i.e. goods and services. The economy creates the wealth of the country. The better it works the better off are the people.

The government through its economic policy plays an important role in the control of the economy machine. The major branches of economic policy are fiscal and monetary policies. Fiscal policy is concerned with taxes and government spending activities.

Monetary policy is concerned with controlling the supply of money and credit.

A nation's economy can be divided into three sectors of activity. The primary sector deals with extraction of minerals, agriculture, fishing, and forestry. Processing of the primary sector materials and production of manufactured goods is the field of the manufacturing sector. The service sector provides services of various kinds such as transportation, distribution, catering as well as financial services and tourism. The role of the manufacturing sector in the advanced industrialised countries is decreasing while the service sector is becoming more important.

1. What does economy create?

2. Which role does the government play?

3. Which sector deals with agriculture?

ТЕКСТ 11

"In God we trust, all others we audit". This quote sums up a basic viewpoint of some professionals towards auditing. Auditing has existed in one form or another since ancient times. Records show that auditing activity was part of early life in Babylonia, China, Greece, and Rome. One ancient meaning for the word "auditor" was a "hearer or listener". In Rome, auditors heard transactions as they took place. They observed the events as they happened and were able to recount the responsibilities and obligations to which each party was bound. Modern auditing, as defined by the American Accounting Association, is a systematic process of objectively obtaining and evaluating evidence regarding assertions about economic actions and events to ascertain the degree of correspondence between those assertions and established criteria and communicating the results to interested users. An examination of the definition of auditing reveals that there are three key aspects of the definition. First, auditing is not an activity which can be performed in a haphazard manner, it is a systematic process based on logic and reasoning.

Second, during an examination of financial statements the auditor objectively obtains and evaluates evidence regarding assertions

about economic actions and events embodied in the financial statements to ascertain the degree of correspondence between those assertions and established criteria. In the audit of financial statements prepared by a company, the established criteria are generally accepted accounting principles (GAAP). That is, the financial statements must be prepared in accordance with GAAP. Consequently, the auditor must obtain and evaluate evidence to determine whether the assertions (the elements of the financial statements) meet the established criteria (GAAP).

1. What did auditors do in the ancient Rome?
2. What is the essence of the modern auditing?
3. What are the three key aspects of the definition of auditing?

ТЕКСТ 12

Franchise

What is a franchise? A franchise is a right granted to an individual or group to market a company's goods or services within a certain territory or location. Some examples of today's popular franchises are McDonald's, Subway, Domino's Pizza, and the UPS Store. There are many different types of franchises. Many people associate only fast food businesses with franchising. In fact, there are over 120 different types of franchise businesses available today, including automotive, cleaning & maintenance, health & fitness, financial services, and pet-related franchises, just to name a few. If you are thinking about buying into a franchise system, it is important that you understand exactly how franchising works, what fees are involved, and what is expected of you from the franchise company. An individual who purchases and runs a franchise is called a "franchisee." The franchisee purchases a franchise from the "franchisor." The franchisee must follow certain rules and guidelines already established by the franchisor, and in most cases the franchisee must pay an ongoing franchise royalty fee, as well as an up-front, one-time franchise fee to the franchisor. Franchising has become one of the most popular ways of doing business in today's marketplace. In most states you cannot drive three blocks without seeing a nationally recognized franchise company.

1. What is the franchisee?
2. How many types of franchise business?

ТЕКСТ 13

The pursuit and realization of profit is an essential characteristic of capitalism. Profit is derived by selling a product for more than the cost required to produce or acquire it. Some consider the pursuit of profit to be the essence of capitalism. Sociologist and economist, Max Weber, says that "capitalism is identical with the pursuit of profit, and forever renewed profit, by means of conscious, rational, capitalistic enterprise". However, it is not a unique characteristic for capitalism, some practiced profitable barter and monetary profit has been known since antiquity. Opponents of capitalism often protest that private owners of capital do not remunerate laborers the full value of their production but keep a portion as profit, claiming this to be exploitative. However, defenders of capitalism argue that when a worker is paid the wage for which he agreed to work, there is no exploitation, especially in a free market where no one else is making an offer more desirable to the worker; that "the full value of a worker's production" is based on his work, not on how much profit is created, something that depends almost entirely on factors that are independent of the worker's performance; that profit is a critical measure of how much value is created by the production process; that the private owners are the ones who should decide how much of the profit is to be used to increase the compensation of the workers (which they often do, as bonuses); and that profit provides the capital for further growth and innovation.

Read and answer the following questions

1. How can profit be derived?
2. Is the pursuit of profits a unique characteristic of capitalism?
3. What do defenders of capitalism think the value of a worker's production is based on?

ТЕКСТ 14

Since individuals typically earn their incomes from working for companies whose requirements are constantly changing, it is quite possible that at any given time not all members of a country's potential work force will be able to find an employer that needs their labor. This would be less problematic in an economy in which such individuals had unlimited access to resources such as land in order to provide for themselves, but when the ownership of the bulk of its productive capacity resides in relatively few hands, most individuals will be dependent on employment for their economic well-being. It is typical for true capitalist economies to have rates of unemployment that fluctuate between 3% and 15%. Some economists have used the term "natural rate of unemployment" to describe this phenomenon.

Depressed or stagnant economies have been known to reach unemployment rates as high as 30%, while events such as military mobilization (a good example is that of World War II) have resulted in just 1-2% unemployment, a level that is often termed "full employment". Typical unemployment rates in Western economies range between 5% and 10%. Some economists consider that a certain level of unemployment is necessary for the proper functioning of capitalist economies.

1. What is the natural rate of unemployment?
2. What sort of events can lead to full employment?
3. How can minimum wage laws affect unemployment rates?

ТЕКСТ 15

Economics (from the Greek "household management") is a social science that studies the production, distribution, trade and consumption of goods and services.

Economics, which focuses on measurable variables, is broadly divided into two main branches: microeconomics, which deals with individual agents, such as households and businesses, and macroeconomics, which considers the economy as a whole, in which case it considers aggregate supply and demand for money, capital and commodities. Aspects receiving particular attention in economics are resource allocation, production, distribution, trade, and competition. Economic logic is increasingly applied to any problem that involves choice under scarcity or determining economic value. Mainstream economics focuses on how prices reflect supply and demand, and uses equations to predict consequences of decisions. The fundamental assumption underlying traditional economic

theory is the utility-maximizing rule.

1. What is the definition of economics?
2. What are the two main branches of economics?
3. Which aspects receive particular attention in economics?

5.2. Темы письменных работ

1. Классификация предприятий по видам собственности в Великобритании.
 2. Классификация предприятий по видам собственности в США.
 3. Британское законодательство о регистрации собственности.
 4. Право наследования недвижимости в Великобритании.
 5. Органы государственной регистрации собственности в Великобритании.
 6. Органы государственной регистрации собственности в США.
 7. Северная Ирландия.
 8. Уэльс.
 9. Штат Калифорния.
 10. Штат Техас.
 11. Штат Джорджия.
 12. Графство Дорсет.
 13. Графство Девон.
 14. Бизнес-образование в Великобритании.
 15. Бизнес-образование в США.
 16. Роль указательных местоимений в тексте.
 17. Инфинитивные конструкции в современном английском языке.
 18. Этикетные формулы представления по телефону в английском языке.
 19. Штат Вашингтон.
 20. Офисная техника, ее использование в деятельности фирмы.
 21. Система образования в США.
 22. Популярные спортивные клубы Великобритании.
 23. Популярные спортивные клубы США.
 24. Система социального страхования в Великобритании.
 25. Медицинское страхование в Великобритании.
 26. Медицинское страхование в США.
 27. Федеральный округ Колумбия.
 28. Крупнейшие города Великобритании.
 29. Государственно-политическое устройство Великобритании.
 30. Организация профессиональной подготовки молодежи в Великобритании.
 31. Крупнейшие города США.
 32. Государственно-политическое устройство США.
 33. Организация профессиональной подготовки молодежи в США.
 34. Государственный сектор экономики в Великобритании и США на рынке трудовых ресурсов.
 35. Частный сектор экономики Великобритании на рынке трудовых ресурсов.
 36. Частный сектор экономики США на рынке трудовых ресурсов.
 37. Крупнейшие компании Великобритании.
 38. Крупнейшие компании США.
 39. Экономические связи Великобритании со странами ЕС.
 40. Синтаксические особенности деловой речи.
 41. Словари современного английского языка.
 42. Страны Британского содружества.
- * Все рефераты выполняются на английском языке, на основании англоязычных источников.

5.3. Фонд оценочных средств

Диагностический тест

I. Выберите нужное:

1. Many children... a lot of time watching TV.

- a) are spending
- b) spending
- c) spend
- d) spends

2. He... in London at the moment.

- a) lives
- b) is living
- c) live
- d) living

3. If it... cold, we'll go for a walk.

- a) isn't
- b) doesn't
- c) won't

d) wouldn't

4. I ... two interesting books this month.

- a) had read
- b) have read
- c) read
- d) has read

5. The letters...sent yesterday.

- a) are
- b) sent
- c) have been sent
- d) were

6. The children... that they would clean the schoolyard.

- a) said
- b) says
- c) will say
- d) have said

7. Which of you...play chess?

- a) may
- b) should
- c) can
- d) must

8. The teacher said that she...our exercise-books.

- a) brought
- b) has brought
- c) brings
- d) had brought

9. School leavers are going to have examinations, so they...to work hard next spring.

- a) must
- b) have
- c) will have
- d) had

10. How many bedrooms... in their new house?

- a) are
- b) were
- c) are there
- d) were there

11. Would you like...tea?

- a) a
- b) any
- c) every
- d) some

12. We went on holiday with some friends of... .

- a) my
- b) ours
- c) our
- d) him

13. The Volga is...than the Thames.

- a) long
- b) longer
- c) more long
- d) the longest

14. She opened the door... .

- a) slow
- b) slowly
- c) more slow
- d) the most slow

15. They got married ...15 May.
a) at
b) in
c) on
d) into
16. I insist on his...here tomorrow.
a) come
b) coming
c) comes
d) will be coming
17. The grandfather took a sweet...his pocket and gave it to the child.
a) through
b) above
c) in
d) out of
18. Chaplin played only in black and white films,...he?
a) did
b) didn't
c) was
d) wasn't
19. She came home late.
a) When she came home?
b) When came she home?
c) When did she come home?
d) When did she came home?
20. It often snows in February.
a) Do it often snow in February?
b) It often snows in February?
c) Does it often snow in February?
21. What is the...news?
a) last
b) recent
c) latest
d) latter
22. Why do you ...her? She's a very kind person.
a) like
b) unlike
c) disagree
d) dislike
23. Where did the football match...?
a) takes place
b) take place
c) take part
d) take care
24. I take...with my tea.
a) salt
b) milk
c) coffee
d) bread
25. I am...whith the results of the test. They are bad.
a) satisfied
b) unsatisfied
c) unlucky
d) unfair
26. Don't ...at the lesson.
a) speak
b) say

- c) talk
- d) tell

27. Paraphrase the sentences using your active vocabulary.

- a) coming
- b) going
- c) approaching
- d) following

28. Retell the... in English.

- a) next
- b) going
- c) following
- d) approaching

29. Famous people worked hard to develop their abilities.

- a) talents
- b) activities
- c) habits
- d) customs

30. Different people have different views.

- a) religions
- b) opinions
- c) ideals
- d) thoughts

A Frenchman was travelling in England. He couldn't speak English at all. He knew only a few English words and it was difficult for him to make himself understood. One day he came to a country inn. He felt hungry and decided to have lunch there. He wanted to order some mushrooms which he liked very much. So he called the waiter and spoke to him in French. The waiter couldn't understand a single word.

What was the Frenchman to do?

At last he had a good idea. "If I show him a picture of a mushroom, he will understand what I want", he said to himself.

So he took a piece of paper and a pencil and drew a picture of a mushroom. The waiter looked at it and ran out of the room. A few minutes later the waiter returned with an umbrella, for this how he had understood the picture.

31. Определите тему текста и закончите предложение:

The text describes... .

- a) the difficulties of a Frenchman travelling in England
- b) the difficulties of a traveller, who did not know French
- c) the way the traveller discussed the problems with the waiter
- d) the way of cooking mushrooms in a country inn

32. В тексте слово waiter означает

- a) хозяин
- b) хозяйка
- c) слуга
- d) официант

33. Выберите предложение, соответствующее содержанию текста:

- a) The Frenchman wanted to draw a picture of an inn.
- b) The Frenchman tried to make the waiter speak French.
- c) The waiter understood what the Frenchman wanted.
- d) The Frenchman wanted to have a lunch in an inn.

34. A ...Frenchman decided to order some mushrooms.

- a) tired
- b) thirsty
- c) hungry
- d) cheerful

35. The Frenchman had difficulties with... .

- a) mushroom for lunch
- b) an umbrella
- c) a pen and paper
- d) the English language

36. Выберите предложение не соответствующее содержанию текста:

- a) The Frenchman was hungry and came to an inn.
- b) He wanted to eat his favourite mushrooms.
- c) The Frenchman showed a picture of a mushroom to the waiter.
- d) The waiter ran to prepare lunch for the Frenchman.

37. What did the waiter bring?

- a) He brought a piece of paper and pen.
- b) He brought a picture of a mushroom.
- c) He brought a plate of mushrooms.
- d) He brought an umbrella.

38. Выберите наиболее удачный заголовок:

- a) A Frenchman in England
- b) Misunderstanding
- c) A lunch in an inn.
- d) A talk in an inn.

39. ... is the capital of Canada

- a) Wellington
- b) Ottawa
- c) Canberra
- d) New York

40. The flag of the USA consists of...

- a) 13 stripes and 55 stars
- b) 11 stripes and 50 stars
- c) 15 stripes and 13 stars
- d) 13 stripes and 50 stars

Перечень типовых тем для составления монологического высказывания

1. «Моя визитная карточка»,
2. «Описание людей»,
3. «Досуг»,
4. «Семья»,
5. «Мой колледж»,
6. «Моя будущая профессия»,
7. «Профессиональные качества»,
8. «Профессиональный рост, карьера»;
9. «Моя страна»,
10. «Мой город»,
11. «Моя квартира»,
12. «Распорядок дня»,
13. «Моя учёба/работа»,
14. «Великобритания»,
15. «США»,
16. «Экономическая и политическая система стран изучаемого языка»,
17. «Экономика»,
18. «Бизнес в США»,
19. «Бизнес в Великобритании»,
20. «Валютная система стран изучаемого языка»,
21. «История возникновения денег»;
22. «Основные понятия в международной торговле»,
23. «Европейский союз»,
24. «ВТО»,
25. «Структура компании»,
26. «Налоги»,
27. «Финансы»,
28. «Рынок и конкуренция»,
29. «Английские банки»,
30. «Федеральная резервная система США».

Перечень типовых тем для составления диалогического высказывания

1. «Знакомство»,
2. «На совещании»;
3. «Производство»,
4. «Обмен»,
5. «Потребление»,

6. «Резюме»,
7. «Интервью»,
8. «Деловые визиты»,
9. «Код поведения»,
10. «Обмен денег»,
11. «Запрос»,
12. «Предложение»,
13. «Деловые переговоры»,
14. «Цены»,
15. «Условия поставки, условия платежа»,
16. «Контракты»,
17. «Банковские гарантии»,
18. «Работа бухгалтера»,
19. «Бизнес план»,
20. «Услуги банков»,
21. «Открытие счёта».

Контрольная работа №1

1. Напишите множественное число существительных.

Man, pen, wife, money, goods, box, boy, city

2. Вставьте нужное местоимение.

1.... are at the office.

2. ... am from Germany.

3. My brother and ... are doctors.

4. ... is eighteen.

3. Задайте вопрос.

1. Her name is Mary.

2. She is a sales manager.

3. I am a student.

4. He is nineteen.

4. Употребите глагол to be в нужной форме, а во второй части предложения употребите нужное притяжательное местоимение.

1. He (be) a student. ... name is Henry Brown.

2. I (be) a teacher and ... brother is a doctor.

3. Nick and Andrew (be) twenty. ... friends are twenty-one.

4. This girl (be) from Great Britain. ... boy-friend is from Germany.

5. Употребите притяжательный падеж.

1. my friend, car

2. his mother, dress

3. the girls, shelves

4. these men, wives

5. your classmates, bags

6. Употребите в правильной форме.

1. My (sister) are married.

2. There (be) wrong information.

3. Put these (knife) on the table.

4. He caught a lot of (fish).

5. (that) furniture is new.

6. Sheep are here. Do you want to see (they)?

Контрольная работа № 2

1. Напишите множественное число

Woman, child, person, furniture, tooth, watch, day, book, mouse.

2. Вставьте нужное местоимение.

1. ...is a good girl.

2. Are ... your friends?

3. ... is not a table.

4. Is ... a businessman?

3. Задайте вопрос.

1. Mary is thirty-two.

2. His friend is from the USA.

3. We are sisters.

4. There are two teachers in the class.

4. Употребите глагол to be в нужной форме, а затем во второй части употребите нужное местоимение.

1. You (be) a teacher. Is ... husband a teacher too?

2. This (be) our cat. ... name is Snowflake.

3. My sister and I (be) students. ... mother is an engineer.

4. Those (be) our classmates. ... names are Tom and Ted.

5. Употребите притяжательный падеж.

1. his sister, friend
2. her son, wife
3. the women, dress
4. the children, toys
5. the teachers, books

6. Употребите в правильной форме.

1. Her sister's (child) are twins.
2. (this) news is very good.
3. Police arrested two (thief).
4. I have got new information. Do you want to look at (it)?
5. These books are not (my).
6. He is interested in (this) goods.

Контрольная работа №3

1. Напишите множественное число

Table, book, mouse, news, trousers, fruit, life, tooth, money, teacher

2. Вставьте нужное местоимение.

1. ... are at home.
2. ... am a student.
3. ... is twenty.
4. Lisa and ... are good friends.

3. Задайте вопрос.

1. Mark is sixteen.
2. His name is Mark.
3. Mark is a teacher.
4. This is his wife.

4. Употребите глагол to be в нужной форме, а затем во второй части употребите нужное местоимение.

1. She ... my friend. ... name is Mary Water.
2. The boys ... from Russia. ... girl-friends are from the UK.
3. Oh, you ... a good writer! ... books are very popular.
4. I ... a doctor and ... husband is a businessman.

5. Употребите притяжательный падеж.

My sister, book

The boys, hats

His uncle, car

Her father, glasses

These women, dogs

6. Употребите в правильной форме.

1. This works are bad.
2. The hair are long.
3. This girl is from your group?
4. This bag is not my. It is her.
5. These students's books are on your table.

Контрольная работа № 4

Choose the right variant:

1. How long ... he spend in this city.

a. do b. is c. does d. –

2. There ... much snow last winter.

a. is b. are c. were d. was

3. There ... an exam next year.

a. are b. is c. was d. will be

4. ... Moscow is situated on ... Moskva river.

a. the, the b. the, a c. -, the d. the, -

5. My elder brother goes to ... school.

a. the b. - c. a d. an

6. Ann usually drinks ... cup of tea in ... morning.

a. a, -, the b. the, -, - c. the, -, the d. -, a, a

7. ... William Shakespeare, ... great English playwright, was born in 1564 in Stratford-on-Avon in ... England.

a. a, the, the, a b. -, a, -, - c. -, a, the, - d. -, the, the, -

8. This story is ... than that one.

a. more interesting b. the most interesting c. interestinger d. so interesting

9. There ... 3 meals in England.

a. is b. are c. was d. were

10. Jane is ... girl in our group.

a. the beautiful b. the most beautiful c. more beautiful d. beautifulst

11. Every day I receive ... letters.

- a. much b. many c. little
 12. My friend plays ... piano well.
 a. - b. a c. the d. an
 13. Where is the book? It is ... the table.
 a. between b. into c. over d. on
 14. Do you have ... time? Help me, please.
 a. much b. many c. few d. a few e. a little
 15. Pskov is rich ... old history.
 a. on b. in c. at d. for
 16. It is ... answer which I have even heard.
 a. bad b. badder c. the baddest d. the worst
 e. worse f. more baddest
 17. Выбери правильный вопрос.
 Tom has two best friends.
 a. Has Tom two best friends?
 b. Does Tom has two best friends?
 c. Is Tom has two best friends?
 d. Does Tom have two best friends?

Контрольная работа № 5

Choose the right variant:

- 1... you ... what I want?
 a. you know b. do you know c. does you know d. is you know
 2. ...lot of ... students go in for sport.
 a. an, the b. a, - c. -, the d. -, -
 3. What parts ... Pskov ... of?
 a. do ... consist b. does ... consist c. do ... consists d. does ... consists
 4. ... there ... a flight for Moscow tomorrow?
 a. is b. was c. will ... be d. is ... be
 5. History of Pskov ... rich in the important events.
 a. does b. is c. - d. be
 6. ... Jane ... English?
 a. is... speak b. does ... speak c. do ...speak d. was ... speak
 7. your Dad ... any brothers or sisters?
 a. Have ... got b. Does ... have c. Does ... has d. Is ... have
 8. I met my ... friend yesterday.
 a. goodest b. better c. best d. the best
 9. Pskov is ... than Moscow.
 a. oldest b. the oldest c. more old d. older
 10. Baseball is sport in America.
 a. the popularest b. more popular c. the most popular d. most popular
 11. Thank you very
- a. many b. much c. a lot d. few
 12. I don't have time but I try to help you.
 a. much b. many c. a lot d. little
 13. Give me ... water, please.
 a. a little b. a few c. many d. a lot
 14. I live ... Lenina Street.
 a. on b. in c. at d. between
 15. Выбери правильный вопрос.
 My mother has cooked a cherry pie.
 a. Does my mother cooked a cherry pie?
 b. Does my mother have cooked a cherry pie?
 c. Has my mother cooked a cherry pie?
 d. Is my mother cooked a cherry pie?
 16. Pskov is famous ... beautiful churches.
 a. in b. at c. for d. -
 17. ... there many lectures yesterday?
 a. is b. will be c. were d. was

Контрольная работа (тестирование)

Выберите правильный вариант А, В, or С .

- 1 Neil and Angela _____ to the cinema every weekend.
 A go B goes C gos
 2 My brother _____ economics at university.
 A studys B studies C study
 3 A Does Jane live with her mother?
 B _____.

- A Yes, she likes B Yes, she does C Yes, she is
- 4 Where _____?
- A he works B does he work C does he works
- 5 _____ speak Spanish in class?
- A Do your teacher B Your teacher does C Does your teacher
- 6 A What _____?
- B They're doctors.
- A do they do B they do C do they work
- 7 A Who's that boy?
- B He's _____.
- A Chloe's brother B the brother of Chloe C Chloes brother
- 8 Is that _____?
- A the car of your parents B your parent's car C your parents' car
- 9 He's _____.
- A my sister's boyfriend B my boyfriend's sister C the boyfriend of my sister
- 10 This is _____.
- A the end of the exercise B the exercise's end C the end's exercise
- 11 I live in London, but my sister _____ in New York.
- A live B lives C gos
- 12 We _____ drive to work – we go by bike.
- A don't B doesn't C do
- 13 My mother _____ three sisters.
- A have B has C is
- 14 He _____ work. He's retired.
- A doesn't B don't C do
- 15 The shops _____ at 9.30 a.m. and close at 6.00 p.m.
- A is open B open C opens
- 16 Where _____ you live?
- A are B does C do
- 17 What _____ your brother do?
- A does B dos C do
- 18 _____ your parents have a car?
- A Is B Does C Do
- 19 My boyfriend's _____ engineer.
- A an B one C a
- 20 A _____ that woman?
- B She's Sandra's aunt.
- A Who's B Whose C Who

VOCABULARY

a Tick (☐) A, B, or C to complete the expressions.

Example: _____ German

A speak ☐ B have C get

1 _____ TV

A look B watch C make

2 _____ to the radio

A listen B hear C do

3 _____ the guitar

A do B play C make

4 _____ fast food

A eat B take C use

5 _____ the newspaper

A read B see C ride

b Tick (☐) A, B, or C to make each noun plural.

Example: book

A bokks B books C bookes

6 man

A men B mans C mens

7 woman

A wemens B womans C women

8 child

A children B childs C childrens

9 person

A persons B people C peoples

c Tick (☐) A, B, or C to complete the sentences.

Example: My grandmother's son is my _____.

A uncle B father ☐ C brother

10 My mother's son is my _____.

- A brother B nephew C uncle
 11 My sister got married last year. Her _____ is a lawyer.
 A son B boyfriend C husband
 12 My mother's father is my _____.
 A grandfather B cousin C uncle
 13 My sister's son is my _____.
 A niece B nephew C cousin
 14 My father's brother is my _____.
 A uncle B cousin C aunt

d Tick (☐) A, B, or C to complete the sentences.

Example: My sister's birthday is _____ 14th December.

- A in B on ☐ C at
 15 Do you work _____ an office?
 A in B on C by
 16 I don't have a job. I'm _____.
 A politician B retired C nurse
 17 She's a _____. She works for The Times newspaper.
 A teacher B journalist C pilot
 18 He's a _____. He plays for Manchester United.
 A waiter B lawyer C footballer
 19 My niece is 13. She's _____ school.
 A at B on C with
 20 My aunt's daughter is my _____.
 A niece B cousin C sister

PRONUNCIATION

a Which word has a different sound? Tick (☐) A, B, or C.

Example: A door B board C clock

- 1 A cinema B speak C cat
 2 A actor B children C cook
 3 A nephew B footballer C Paul
 4 A church B politician C sushi
 5 A music B has C see

b Which is the stressed syllable? Tick (☐) A, B, or C.

Example: A afternoon B afternoon C afternoon

- 6 A receptionist B receptionist C receptionist
 7 A grandmother B grandmother C grandmother
 8 A holiday B holiday C holiday
 9 A politician B politician C politician
 10 A uniform B uniform C uniform

Grammar

Simple Tenses. Active Voice.

1. Present Simple Tense.

- 1) My dad....at a travel agency.
 a) works b) working c) is working d) work
 2) The Bible....love of money is the root of all evil.
 a) say b) is saying c) said d) says
 3) The concert....at 8 p.m. .
 a) began b) begins c) beginning d) will begin
 4) The Moon ...round the Earth.
 a) goes b) is going c) went d) go
 5) She (not) study French.
 a) is b) do c) does d) is doing
 6) ... your friend smoke?
 a) do b) does c) is doing d) have
 7) ...you often visit your relatives ?
 a) do b) does c) did
 8) They (not) often go to the cinema.
 a) do b) does c) is doing d) have been doing

Тексты для контроля чтения и понимания

New York

New York has always been the gateway to the USA. New York is a financial center of the country where "money making" is the

main law of life. New York is the symbol of capitalism and its Wall Street has become a nickname for big monopolies all over the world.

One of the largest cities in the world New York extends for 36 miles from north to south and is situated at the mouth of the Hudson River. In the 18th century New York grew into the largest city of the USA. Now New York is a great sea port, the leading textile and the financial center of the country. Manhattan Island with the Wall Street district is the heart of America's business and culture and the city of sky-scrapers. The highest of them is the 102-storey Empire State Building. In Manhattan at Broadway and 116 Street is Campus of Columbia University, and near it are houses of Harlem. There is not one Harlem but three: Spanish, Italian and the Black Harlem. The Black Harlem is the most overcrowded and its shabby houses contrast with rich houses on Sugar Hill to the North, where most prosperous people live.

It is a big modern city, with a heavy traffic. Subway provides the cheapest and fastest way to travel.

1. Утверждение "Broadway has become a nickname for big monopolies all over the world." согласно тексту является

- a) истинным
- b) ложным
- c) в тексте нет информации

2. Утверждение "The main law of life in New York is making money." согласно тексту является

- a) истинным
- b) ложным
- c) в тексте нет информации

3. In New York the Metro is called:

- a) Underground
- b) Tube
- c) Subway

4. Утверждение "In Manhattan at Wall Street and 116 Street is Campus of Columbia University." согласно тексту является

- a) истинным
- b) ложным
- c) в тексте нет информации

5. Утверждение "There are three Harlems in New York." согласно тексту является

- a) истинным
- b) ложным
- c) в тексте нет информации

6. Утверждение "The Spanish Harlem is the most overcrowded." согласно тексту является

- a) истинным
- b) ложным
- c) в тексте нет информации

7. Утверждение "The US Congress seats in the Capitol." согласно тексту является

- a) истинным
- b) ложным
- c) в тексте нет информации

8. Утверждение "The Library of Congress is located in the Capitol." согласно тексту является

- a) истинным
- b) ложным
- c) в тексте нет информации

9. Утверждение "Home of the US President is the Capitol." согласно тексту является

- a) истинным
- b) ложным
- c) в тексте нет информации

10. Утверждение "In Washington no building should be higher than the White House." согласно тексту является

- a) истинным
- b) ложным
- c) в тексте нет информации

The United Kingdom. Geographical Position and Political System.

The official name of Great Britain is the United Kingdom of Great Britain and Northern Ireland. The capital of the country is London. The United Kingdom is situated northwest of France on more than five hundred islands including one-sixth of the island of Ireland. The largest of these islands is called Great Britain. We should note that the name Great Britain does not refer to the whole country but only to England, Scotland, and Wales. Great Britain is the largest island in Europe and eighth largest in the world. It is almost twice the size of Iceland or Cuba. The UK has land boundaries only with one country, Ireland. Its closest continental neighbors are France and Belgium.

Although the UK is as close to the North Pole as eastern part of Siberia, its climate is much milder. The British climate is notorious for sudden changes, yet temperatures rarely fall below -10C or go higher than +32C.

The United Kingdom is a constitutional monarchy traditionally ruled by a monarch. The current monarch, her Majesty Queen Elizabeth II, succeeded to the throne in 1952 and is Head of State, though this is a rather symbolic role. British Parliament is the oldest in the world and is composed of two chambers: the House of Lords and the House of Commons. The House of Lords consists of approximately 500 life peers (that is those who may sit in the Parliament all their lives), 92 hereditary peers (that is those whose children will have the right to sit in the Parliament) and 26 clergy representing church.

Apart from its parliamentary functions, the House of Lords is the highest court in the state. The House of Commons, unlike the House of Lords, is formed by regular elections in which citizens elect 659 members of parliament (or MPs) representing different political parties. The largest parties are the Labour Party and the Conservative Party.

1. Найдите верный вариант в соответствии с содержанием текста

- a) The whole island Ireland belongs to the UK
- b) more than a half of the island Ireland belongs to the UK
- c) less than a half of the island Ireland belongs to the UK

2. Найдите верный вариант в соответствии с содержанием текста

- a) There are no islands in Europe larger than Great Britain
- b) There are two islands in Europe larger than Great Britain
- c) There is only one island in Europe larger than Great Britain

3. Найдите верный вариант в соответствии с содержанием текста

- a) The UK borders on many countries on land
- b) The UK borders on two countries on land
- c) The UK borders on one country on land

4. Найдите верный вариант в соответствии с содержанием текста

- a) The UK is closer to the North Pole than the eastern part of Siberia.
- b) The UK is further from the North Pole than the eastern part of Siberia.
- c) The UK and the eastern part of Siberia are equally distant from the North Pole.

5. Найдите верный вариант в соответствии с содержанием текста

Her Majesty Queen Elizabeth II, has been Head of State for ...

- a) more than 50 years.
- b) less than 50 years.
- c) 50 years.

6. Найдите верный вариант в соответствии с содержанием текста

A person can be the member of the parliament all his life if he is the member of

- a) The House of Commons
- b) The House of Lords
- c) Clergy representing church

ST. DMITRY ROSTOVSKY: A LEGEND AND A REAL PERSON

Rostov-on-Don bears the name of an outstanding person – the metropolitan Dmitry Rostovsky. The monument to Dmitry Rostovsky stands in front of the cathedral in the market square. But it happened so that Dmitry Rostovsky had never been to our city. He had died fifty years before his name was given to a new fortress on the river Don and the status of a saint had been imposed upon him only four years before this event.

The biography of Dmitry Rostovsky is a bright example of great innovations introduced by Peter I. He was born in the family of a Cossack Savva Tuptalo in December 1651 and his initial name was Daniil. As a boy he was smart, curious and passionately wanted to study. He got education in Kiev, then he became a monk and took a name Dmitry. He knew several foreign languages, traveled much and possessed a rare talent to communicate with people. He became metropolitan of Rostov the Great and Yaroslavl. Being metropolitan, he stayed an unpretentious person who took care of education, health protection and hated bribery and ambitions. When he died in 1709 he left no gold or money but several unfinished papers which were put into the coffin according to his will.

There are following words in one of his books: “there are three main Christian virtues: faith, hope and love. It is impossible to find salvation without them. Which of them is the most important? – LOVE. Love to God, to one`s neighbour, etc. this virtue is immortal and eternal. It will stay for ever”.

1. Найдите верный вариант в соответствии с содержанием текста:

- a) Dmitry Rostovsky lived and worked in Rostov –on-Don.
- b) Dmitry Rostovsky didn`t live in Rostov –on-Don.
- c) Dmitry Rostovsky visited Rostov –on-Don many times.

2. Найдите верный вариант в соответствии с содержанием текста:

- a) The status of a saint had been imposed upon Dmitry Rostovsky four years before his death.
- b) The status of a saint had been imposed upon Dmitry Rostovsky four years before the fortress got his name.
- c) The status of a saint had been imposed upon Dmitry Rostovsky four years before the monument was built.

3. Найдите верный вариант в соответствии с содержанием текста:

- a) Parents called their son Dmitry.
- b) Parents called their son Dimityry.
- c) Parents called their son Daniil.

4. Найдите верный вариант в соответствии с содержанием текста:

- a) Dmitry Rostovsky was born 350 years ago.
- b) Dmitry Rostovsky was born more than 350 years ago.

- c) Dmitry Rostovsky was born less than 350 years ago.
5. Найдите верный вариант в соответствии с содержанием текста:
- a) Dmitry Rostovsky was a modest person.
 b) Dmitry Rostovsky was an ambitious person.
 c) Dmitry Rostovsky was an irresponsible person.
6. Найдите верный вариант в соответствии с содержанием текста:
- a) According to the will of Dmitry Rostovsky some gold was put into his coffin.
 b) According to the will of Dmitry Rostovsky some money was put into his coffin.
 c) According to the will of Dmitry Rostovsky some papers were put into his coffin.
7. Найдите верный вариант в соответствии с содержанием текста:
- a) It is impossible to be rescued without faith, hope and love.
 b) It is impossible to be educated without faith, hope and love.
 c) It is impossible to be famous without faith, hope and love.

The Tower of London

1. The Tower on the north bank of the Thames is one of the most ancient buildings of London. It was founded in the 11th century by William the Conqueror. But each monarch left some kind of personal mark on it. For many centuries the Tower has been a fortress, a palace, a prison and royal treasury. It is now a museum of arms and armour, one of the strongest fortresses and, as in Britain, it has the Crown Jewels.
2. The grey stones of the Tower could tell terrible stories of violence and injustice. Many sad and cruel events took place within the walls of the Tower. It was here that Thomas More, the great humanist, was falsely accused and executed. When Queen Elizabeth was a princess, she was sent to the Tower by Mary Tudor ('Bloody Mary') and kept prisoner for some time. The ravens whose forefathers used to find food in the Tower still live here as part of its history. There is a legend that if the ravens disappear the Tower will fall. That is why the birds are carefully guarded.
3. The White Tower was built by William the Conqueror to protect and control the City of London. It is the oldest and the most important building, surrounded by other towers, which all have different names. The Tower is guarded by the Yeomen Warders, popularly called 'Beefeaters'. There are two letters, E.R., on the front of their tunics. They stand for the Queen's name Elizabeth Regina. The uniform is as it used to be in Tudor times. Their everyday uniform is black and red, but on state occasions they wear a ceremonial dress: fine red state uniforms with the golden and black stripes and the wide lace collar, which were in fashion in the 16th century.
4. Every night at 10 p.m. at the Tower of London the Ceremony of the Keys or locking up of the Tower for the night takes place. It goes back to the Middle Ages. Five minutes before the hour the Headwarder comes out with a bunch of keys and an old lantern. He goes to the guardhouse and cries: 'Escort for the keys'. Then he closes the three gates and goes to the sentry, who calls: 'Halt, who comes there?' Headwarder replies: 'The Keys'. 'Whose Keys?' demands the sentry. 'Queen Elizabeth's Keys', comes the answer. 'Advance Queen Elizabeth's Keys. All's well'. The keys are finally carried to the Queen's House where they are safe for the night. After the ceremony everyone who approaches the gate must give the password or turn away.
1. Утверждение "It is now a museum of arms and armour one of the strongest fortresses." согласно тексту является
- d) истинным
 e) ложным
 f) в тексте нет информации
2. Утверждение: "The birds are not carefully guarded." согласно тексту является:
- a) истинным
 b) ложным
 c) в тексте нет информации
3. Утверждение "Beefeaters usually wear black and red uniforms, but on state occasions they wear fine red state uniforms with the golden and black stripes and the wide lace collar" согласно тексту является:
- a) истинным
 b) ложным
 c) в тексте нет информации
4. Утверждение "Every night at 10 a.m. at the Tower of London the Ceremony of the Keys or locking up of the Tower for the night takes place." согласно тексту является:
- a) истинным
 b) ложным
 c) в тексте нет информации
5. Абзац текста (1, 2, 3, 4) содержит следующую информацию:
 "For many centuries the Tower has been a fortress, a palace, a prison and royal treasury."
- a) 1
 b) 2
 c) 3
 d) 4
6. Абзац текста (1, 2, 3, 4) содержит следующую информацию:
 "There is a legend that if the ravens disappear the Tower will fall."
- a) 1
 b) 2
 c) 3
 d) 4

7. Ответ на вопрос:

“Why are the ravens carefully guarded?” согласно тексту является:

- b) The birds are carefully guarded because their forefathers used to find food in the Tower.
- c) The birds are carefully guarded because they are a part of history.
- d) The birds are carefully guarded because there is a legend that if the ravens disappear the Tower will fall.
- e) The birds are carefully guarded because everybody likes them.

8. Основную идею текста выражает утверждение:

- a) The Tower on the north bank of the Thames is one of the most ancient buildings of London.
- b) The Tower of London is a fortress and royal treasury.
- c) The Tower of London is one of the most important parts of English history.
- d) The Tower of London is the oldest and the most important building, surrounded by other towers.

Texas is the southern state of the US and Colorado in the central northwest.

1. Texas is the largest and most southern state on the Mexican border with a coastline on the Gulf of Mexico. The chief rivers are the Rio Grande and the Colorado. Much of the central part of the State is flat prairie land.

2. Cattle raising and poultry are major activities. Texas is also an important agricultural state. Agricultural products include cotton, corn, vegetables, grains and cereals. Minerals include petroleum and cement. The State's leading manufactures are chemicals, oil and gas, wood products and leather.

3. Austin is the capital of Texas, but Houston, Dallas and San Antonio are much larger. The Capitol at Austin, built in 1888 of red granite, covers three acres and is 311 feet to the top of its dome: it is the largest of the States' Capitols. There are more than 600 airports in Texas, including about 60 major US Air Force bases.

Texas has more than 130 higher educational institutions, the most famous being the University of Texas at Austin.

4. Texas has become independent in 1836, and entered the Union in 1846. Texas is the only State that was an independent republic recognized by the United States before annexation.

5. Colorado is the State in the Rocky Mountains. Being the highest State in the country, it contains some of the highest peaks as well. All in all, there are 52 peaks over 14,000 feet in elevation. Numerous rivers rise in the mountains, the chief being the Colorado and the Arkansas.

6. Coal, gold, silver, copper, lead and petroleum are mined. Agriculture is becoming important, sugar-beet, wheat, maize and oats are chief crops.

There are several National Parks. Denver is the capital and largest city; others are Pueblo and Colorado Springs. Colorado became a State in 1876.

1. Утверждение “In Texas we can see more than 600 airports” согласно тексту является:

- a) истинным
- b) ложным
- c) в тексте нет информации

2. Утверждение “Houston is much less than Austin” согласно тексту является:

- a) истинным
- b) ложным
- c) в тексте нет информации

3. Утверждение “Colorado is situated at a coastline on the Gulf of Mexico” согласно тексту является:

- a) истинным
- b) ложным
- c) в тексте нет информации

4. Утверждение “Colorado has several National Parks” согласно тексту является:

- a) истинным
- b) ложным
- c) в тексте нет информации

5. Ответ на вопрос:

“What is Colorado rich in?” является:

- a) silver and gold
- b) chemicals
- c) leather
- d) cereals

6. Абзац текста (1, 2, 3, 4) содержит следующую информацию:

“Texas is an important state in agriculture.”

- b) 1
- c) 2
- d) 3
- e) 4

7. Основная идея текста выражена в утверждении:

- a) The USA has 50 states.
- b) The specific system of education in these states.
- c) The important factors of some states.
- d) The political system of the USA.

Вставьте слова в текст

Эталон ответа: 1-а; 2-б;

Rostov-on-Don

a) custom-house; b) bank; c) center; d) border; e) town; f) fortress;
g) population; h) continent; i) bridge

Rostov-on-Don is a large industrial and cultural (1) in the south of Russia, with the (2) more than 1 million people.

Rostov-on-Don is situated on the right (3) of the river Don, on the (4) line between Europe and Asia. So you can move from one (5) to the other simply crossing the (6) over the Don.

The city was founded on the 15-th of December 1749 when a (7) on the Temernik river was set up. But only years later, after the death of Tsar Peter I, under the rule of Katherine II a (8) was built here. It's main purpose was to support the customs effectively operating in this trade and transport active region, to defend the Southern borders of Russia against the numerous enemies. The fortress was named after Dmitry Rostovsky, the Archbishop of Rostov the Great. The (9) grew later on, round the walls of the fortress and it was called "Rostov, which lies on the river Don". Being the largest fortress in the South of Russia the town has always played a significant role in its policy and economy.

Past Simple Tense

1) Yesterday I ...my mate at the University.

a) saw b) seen c) seeing d) seed

2) They... to this place by train.

a) go b) went c) gone d) is going

3) What ...you... on TV yesterday?

a) did, see b) seen, did c) do, see d) have, seen

4) Mary...her lag this morning.

a) hurt b) hurted c)hurting d) hurts

5) How much...you...for this jacket ?

a) did, pay b) have, paid c) do, pay d) did, paid

6) We...party yesterday.

a) had b) have c) having d) is having

7) Alice and John....London two years ago.

a) leave b) left c) is leaving d) leaved

8) When...you....school ?

a) did, leave b) do, leave c) have, left d) have, leaved

Future Simple Tense

1) I...give a call in the evening.

a) Will b) shall c) do d) have

2) They...come in a few days.

a) shall b)will c) will be d) shall be

3) The film...begin in 5 minutes.

a) shall b) will c) shall be d) will be

4) We... stay at our friends.

a) shall b) will c) shall be d) will be

5) The children...do it themselves.

a) will b) will be c) shall be d) will be

6) John... graduate from the University next year.

a) will b) will be c) shall d) shall be

7) She...help you with the cooking.

a) will b) shall c) will be d) shall be

8) We...dine out tonight.

a) will b) will be c) shall be d) shall

9) I...drop in 2 days.

a) shall b) shall be c) will d) will be

Progressive Tenses

Present Progressive

1) ...youme well?

a) are, hearing b) do, hear c)did, hear d) have, heard

2) The plane....at 4 p.m. .

a) is arriving b) am arriving c) are arriving d) do arrive

3) Why....the child?

a) is crying b) are crying c) do cry d) is being crying

4)They...now .

a) are quarreling b) is quarreling c) am quarreling d)) is being quarreling

5) She...at her report now.

a) is working b) am working c) are working d) is being working

6) They...computer games.

a) are playing b) is playing c)am playing d) is being playing

7) What...you now?

a) are doing b)is doing c) am doing d) is being doing

- 8) What song ...they now?
 a) are, singing b) is, singing c) am, singing d) is being singing
- 9) What ...you at?
 a) are, laughing b) is, laughing c) am, laughing d) is being laughing
- 10) What photos...he...?
 a) is, showing b) am, showing c) are, showing d) is being showing
- 11) It....
 a) is raining b) is being raining c) am raining d) are raining
- 12) Who...at the window ?
 a) is being standing b) is standing c) are standing d) am standing

PAST PROGRESSIVE

- 1) When I switched on the light I ... a strange scene.
 a) was seeing b) is being seeing c) have seen d) had seen
- 2) When I arrive, Tom (lie) on the sofa and (speak) over the phone.
 a) was lying, speaking b) lie, speak c) is being lying, speaking
- 4) The police caught Dan when he (rob) a shop.
 a) was robbing b) are robbing c) is being robbing d) were robbing
- 5) He could not speak because he (die) from laugh.
 a) was dying b) were dying c) is dying d) are dying
- 6) When I got up that morning, the sun (shine) brightly.
 a) is shining b) was shining c) were shining d) is being shining
- 7) Somebody stole the money from his pocket while he (sleep).
 a) were sleeping b) is sleeping c) was sleeping d) slept
- 8) I (sit) by the window when I heard the noise.
 a) was sitting b) sat c) have seated d) were sitting
- 9) It (rain) cats and dogs as I (walk) towards the house.
 a) rained, walked b) was raining, walking c) were raining, walking d) are raining, walking
- 10) I glanced at Tom who (shiver) from the cold.
 a) were shivering b) shivered c) was shivering d) are shivering
- 11) At 8 p.m. I (wait) for her at the stop.
 a) was waiting b) were waiting c) waited d) is waiting
- 12) On coming my way home I saw a man who (try) to unlock the door by force.
 a) were trying b) was trying c) tried d) are trying
- 13) The student (reply) the question when the Dean came in.
 a) were replying b) is replying c) replied d) was replying

Практические задания

Вместо пропусков подберите правильный ответ и вставьте подходящие буквы вместо пропусков:

1. Everybody knew where the doctor...
 A — lives, B — lived, C — will live
2. I noticed that something ... wrong with the wheels of my bicycle.
 A — is, B — was, C — had been
3. The child couldn't find the ball because his brother ... it
 A - hid, B — has hidden, C — had hidden
4. Here is the book I ... now. I ... it since yesterday
 A - am reading, B — read, C - have been reading
5. It ... heavily when we left our house
 A - snowed, B - had snowed C — was snowing
6. The question ... already before I came
 A — was settled, B -had been settled, C — is settled
7. It seems that people ... abroad since early times
 A — have been travelling, B - are travelling, C – travel
8. He ... in the rain and now ... wet through
 A - is caught, B — was caught, C — has been caught; A - is, B - was, C — has been
9. ... all the pupils here? —No, Michael ... yet
 A — is, B - are, C — were; A — didn't come, B — hasn't come, C — isn't coming
10. Pete ... when the lesson...
 A — didn't arrive, B - wasn't arrived, C — hadn't arrived; A - starts, B — started, C - had started
11. _____ Moon is _____ dead planet, there is no _____ life there.
 A - a; B - an; C - the; D-----.
12. I _____ milk when I was a child and I _____ it still.
 A — like; B - is liked; C — liked; D — am liking.
13. Until recent times the other side of the Moon _____ by anybody.
 A - isn't seen; B — wasn't seen; C — hadn't been seen; D — saw.
14. Water is even _____ to man than food.
 A - necessary; B - as necessary; C — more necessary; D - most necessary.
15. I prefer to have _____ friends rather than _____ money.

- A - little; B - few; C — many; D — much
16. _____ not be angry with him. He _____ a lot of work to do. — It _____ not an excuse.
A — does; B - do; C — is; D — have; E - has.
17. Leave _____ book and take _____ instead. But don't take _____.
A - me; B - its; C — mine; D — their; E — theirs; F — your.
18. Can _____ answer the question? — I'm afraid _____ of us can do it.
A — somebody; B - anybody; C — some; D — nobody.
19. We are leaving _____ Moscow _____ Monday. Will you come to see us _____ the station?
A — in; B — at; C - off; D — for; E — to; F — on.
20. Ann _____ to play the piano when her arm is better.
A — will have; B — is allowed ; C - will need; D — will be able.
21. I think, Steve _____ that man. - Yes, he _____ him for three years.
A — knows; B — has known; C - was knowing; D — had known.
22. Where is Douglas? — He _____ for London. — When did he _____? — Let me think, he _____ in April.
A — leave; B - leaves; C — left; D — has left.
23. Such branch of science as cybernetics _____ some 60 years ago.
A — was unknown; B — were unknown; C — is unknown; D — has been unknown.
24. He speaks as if he _____ a real specialist.
A — is; B — was; C — were; D — will be.
25. Fruit _____ be washed before we eat _____.
A — can ... they; B — may ... them; C - might ... it; D — should ... it.
26. Edward has two brothers. One is a doctor, _____ is a lawyer.
A — other; B - another; C — others; D — the other.
27. He said he _____ English for a year.
A — learn; B — learnt; C — is learning; D - had been learning.
28. Though money _____ not essential to happiness, happy people usually _____ enough.
A - is; B — are; C — have; — has.
29. I wish I _____ him yesterday.
A — recognize; B — recognized; C — had recognized; D — have recognized.
30. If Richard _____ part in that competition, he _____ it.
A - took ... won; B - has taken ... has won;
C - had taken ... had win; D — had taken ... might have won.

Вместо пропусков подберите правильный ответ и вставьте подходящие буквы вместо пропусков:

1. _____ Maldiv Islands, about 4000 miles to south-west of _____ Ceylon in _____ Indian Ocean, were first visited by _____ Portugese in _____ sixteenth century.
A — a; B — an; C - the; D ----(нулевой).
2. By far _____ important export of Saudi Arabia is oil.
A — more; B — the most; C — much; D — not so.
3. Neither the teacher nor the students _____ satisfied with the test results.
A — is; B -was; C — are; D — has been.
4. We haven't got _____ tea, but we have _____ coffee.
A — some; B — any; C — many; D — more.
5. Does your wife drive the car _____ you do?
A — carefully; B — so carefully as; C — as carefully as; D — much more carefully.
6. _____ the baby crying? — No, he won't stop until he _____ his milk.
A — did...stop; B — has...stopped; C — is...stopping; D — would stop.
7. You look tired; don't you think you _____ go to bed early?
A — will better; B — would better; C — had better; D — will rather.
8. He _____ for two days but everything was in vain.
A — has worked; B — had worked; C — was working; D — had been working.
9. He said that they _____ on an excursion to the Russian Museum.
A — go; B — will go; C — went; D — were going.
10. Douglas asked me free the next day and I said I.....
A - would; B - if I would be; C - whether I was; D - if I have been.
11. Mike _____ any notice of Victoria? — Yes, she _____ notice of.
A - did ... take; B - do ... take; C - was ... taken; D - is ... taken.
12. I _____ Phil anywhere, Brandon _____ either.
A - doesn't find; B - haven't found; C - hasn't been found; D - wasn't being found.
13. You won't speak English well unless you _____ it every day.
A - practise; B - don't practise; C - won't practise; D - haven't practised.
14. I wish it _____ raining.
A — stop; B - stopped; C — would stop; D — has stopped.
15. _____ time is never found again, (proverb).
A — lose; B - lost; C — losing; D — having lost.
16. But for him I _____ the train.
A — should miss; B - should missed; C — should have missed; D — should be missing.
17. _____ yesterday? — Yes, it _____ for an hour before we went for a walk.

A - was it raining; B — did it rain; C - has rained; D - had been raining.

18. Mum, ___"___supper when we get home? — Oh, no, I ___it by that time.

A - Are you cooking; B — will you be cooking; C -were you cooking; D — shall have cooked.

19. I _____if I hadn't seen it with my own eyes.

A — don't believe; B —haven't believed; C —wouldn't have believed; D — didn't believe.

20. You____(1) the news yesterday? - No, I _____(1) it yet. I just____(2) to it now.

1. A - didn't ...hear; B - won't ...hear; C - haven't heard; D — hadn't heard.

2. A - am listening; B - was listening; C - have listened; D — listen.

21. Roentgen suggested that the rays he_____should be called x-rays.

A — discovered; B - was discovering; C - has discovered; D — had discovered

22. Hadn't it been a rainy day, we _____to the country.

A — should have gone; B - would go; — were going; D — would have gone.

23. Nick wouldn't do that unless you_____him.

A — don't permit; B — permitted; C - didn't permit; — were permitting.

24. I _____to open the door if I hadn't heard the bell.

A - won't go; B - shouldn't be going; C — shouldn't have gone; D - wouldn't have gone.

25. Don't go into the classroom! The students_a dictation there. They___it till the end of the lesson.

A - write; B - are writing; C - will write; D — will be writing.

26. Harry seldom plays golf. Robert doesn't often play golf

A — too; B — as well; C — either; D — neither.

27. They still _____ How long they am sure they___? - I think so. - How long they____before you came? — I don't know, but I _ very often.

A — argue; B — argued; C — are arguing; D — were arguing; E - have been arguing; F — had been arguing

28. I _____ English at school. I _____ it since 1996. Yesterday I_____English words all day long. I_____them well before mother came from her office.

A — was studying; B — studied; C — study; D — have been studied,

E — had studied; F — have been studying.

29. We wish that they_____yesterday, but they didn't.

A - came; B - would come; C - wouldn't come; D -had come;

30.____of my colleagues and myself I congratulate you on your marriage.

A - on all sides; B - on the whole; C - on purpose; D —on behalf.

Вместо пропусков подберите правильный ответ и вставьте подходящие буквы вместо пропусков:

1. In 1867 _____ Alaska was purchased from _____ Rus-sia and only in 1959 _____ peninsula became _____ 49th state of _____ USA.

A - a; B - an; C - the; D-----(нулевой).

2. If all the seven continents were placed in the Pacific Ocean, there still _size of Africa.

A - was; B - were; C - would be; D - had been.

3. _____I am satisfied with your work.

A - on the whole; B - on the contrary; C - on condi-tion; D - on the average.

4. There_____bad news on TV tonight.

A - are too many; B - are few; C - is too much; D - are a few.

5. The Himalaya Mountains are _____.

A - ranges of the most extensive world; B - ranges • extensive of the world;

C - the most world extensive ranges; D - the world's most extensive ranges.

6. You_____if you behave like that.

A - will laugh at; B - will be laughed at; C - will be laughed; D - will have laughed at.

7. Tell me everything that happened_____.

A - one by one; B - side by side; C - hand in hand; D - step by step.

8. When the train_____you will get in it.

A — arrives; B — will arrive; C — has arrived; D — would arrive.

9. Today is Saturday. _____Robert this week? - Yes, I ___him on Thursday.

A — did you see; B — have you seen; C — saw; D — would see.

10. There_____a large number of people there yesterday.

A — is; B — was; C-were; D — have been.

11. Richard wouldn't have become so strong if he _____in for sports.

A - wasn't go; B - don't go; C - haven't gone; D -hadn't gone.

12. The doctor insists that Harry _____smoking.

A — gives up; B — should give up; C — has given up; D — gave up.

13. I wish the weather ___(1)so cold and windy on Sun-day. I ___(2) cold.

1) A — is not; B — was not; C — will not be; D — hadn't been;

2) A - didn't catch; B - haven't caught; C - wouldn't catch; D — wouldn't have caught.

14. I wonder if he___his exam and what mark he will get if he ___it.

A — will pass; B - passes; C — passed; D - would pass.

15. Yesterday I met Mike who told me that he just_____to the city.

A — returned; B — was returning; C —had returned; D — had been returned.

16. Don't spit_____the well, you may want to drink_____it. (proverb)

A - in; B - into; C - from; D - out of.

17. The policy _____ (1) by Russia is aimed at _____ (2) friendly relations with other countries.
1) A — pursue; B — pursued; C — pursuing; D — be pursued. 2) A — making; B — made; C — to make; D — have been made
18. You won't catch the train unless you _____.
A — hurry; B — don't hurry; C — won't hurry; D — have hurried.
19. The new quantum mechanics _____ introduced by Heisenberg and Shrodinger in the early 1920s.
A - was; B — were; C — was being; D — had been.
20. _____ week ago _____ Thompson family went for _____ picnic in _____ country. Mrs. Thompson packed _____ large basket of _____ food and David put it in _____ back of _____ car.
A - a; B - an; C - the; D - ----
21. I _____ (1) my work by 7 o'clock and _____ (2) to have a rest at last.
1) A — shall finish; B — shall be finishing; C — shall have finished; D — shall have been finished;
2) A — shall be able; B - was able; C — shall be allowed; D — should.
22. Ann _____ her exams for two weeks. She went for a holiday after she _____ all her exams.
A — were passing, B — had been passing; C — passed; D — had passed.
23. Where is mother? — She _____ (1) supper in the kitchen. — She not _____ (2) it yet? — No, she began _____ (3) only 5 minutes ago. But we hope she _____ (4) cooking before father comes.
A — cooks; B - cooking; C — is cooking; D — will finish; E — will have finished; F — has cooked.
24. The girls will be allowed to buy new hats, _____?
A - doesn't she; B - don't they; C - will they; D - won't they.
25. He said that I _____ the book if I _____ the preface.
A — won't understand ... won't read; B — don't understand ... don't read;
C — shouldn't understand ... didn't read; D — wouldn't understand ... don't read.
26. It is 4 o'clock in the afternoon. Mrs. Parker usually _____ tea in the living-room. But this afternoon she _____ tea in the garden.
A - is drinking; B — drank; C — drinks; D — was drinking.
27. I shall wait for you till you _____.
A — will come; B - come; C — comes; D — came.
28. A horse has four legs, but _____ it stumbles, (proverb)
A — yet; B — else; C — more; D — still.
29. Little Tom _____ care of before his parents came back from the theatre.
A — took; B - was taken; C - has been taken; D — had been taken.
30. Mike's translation is _____ Peter's. No, Mike's translation is _____ than Peter's.
A — good; B — much better; C - so good as; D - as good as.

Вместо пропусков подберите правильный ответ и вставьте подходящие буквы вместо пропусков:

- I. _____ (I) Mother tired? - No, she _____ (1) not. (1) you? - No, I _____ (1) not tired _____ (2).
1) A - am; B - is; C - are; D - have. 2) A - either, B - neither; C - too; D - so.
2. Both a tiger and an elephant _____ in the Zoo.
A - is; B - are; C - was; D - has been.
- 3- _____ Pilgrims were _____ English settlers who came to _____ America seeking _____ freedom.
A - a; B - an; C - the; D - ----
4. Kate _____ her flowers now. I _____ (not) them yet.
A — water; B — is watering; C — has watered; D - have watered.
5. It's annoying that you _____ everything so soon.
A — forget; B — forgot; C — have forgotten; D — would forget.
6. Alice has just said that her husband _____ too much recently.
A - has been smoking; B - is smoking; C - smokes; D - smoked.
7. Jane boasted that she _____ (1) everything _____ (2).
1) A — did; B — has done; C — had done; D — was doing; 2) A - myself; B - herself; C - oneself; D - yourself.
8. They were interested to know whether Alfred _____ his book soon.
A — will finish; B — would finish; C — is finishing; D — was finished.
9. I wish I _____ him yesterday.
A - see; B — have seen; C — saw; D — had seen.
10. They _____ French for five years before they went to France.
A — were studying; B — were studied; C — had been studying; D — studied.
11. Martha asked _____ ever abroad.
A - was I; B - if I was; C - if I have been; D — whether I had been.
12. I don't know yet if I _____ to the party on Saturday, but if I _____ I'll invite you.
A — shall go; B — go; C — went; D - have gone.
13. What _____ (1) you like for lunch? - I don't mind (2) _____, whatever you've got.
1) A - do; B - will; C - would; D should. 2) A - something; B - anything; C - nothing;
14. May I ask you when _____ our dinner.
A — will you cook; B - you will cook; C — do you cook; D — you cook.
15. Little Tom _____ care of before his parents came back from the theatre.
A — took; B - was taken; C - has been taken; D — had been taken.
16. Mike's translation is _____ Peter's. No, Mike's translation is _____ than Peter's.
A — good; B — much better; C - so good as; D - as good as.
17. There are _____ (1) shops in the region for you to buy _____ (2) you want.
1) A - such; B - enough; C - so; D - as well. 2) something; B - everything; C — nothing;

18. Dark _____ by the time we reached the hotel, where we _____ to spend the night.
A - had fallen; B _____ has fallen; C - fell; D - was falling;
19. I sleep with the windows open. _____.
A — We too; B — Also we do; C — So do we; D — So we do.
20. You've got a cold. You _____ stay in bed.
A - could; B - would; C — would rather; D — had better.
21. Why are her eyes red? — Because she _____.
A - cried; B - has cried; C — has been crying; D — were crying.
22. We shall never know the language well unless we _____ hard.
A - study; B - shall study; C — studied; D — would study.
23. _____ (1) the Browns still in their old flat in September? - Oh, no, they _____ (2) to a new house by that time.
1) A — will...live; B — will...be living; C will...have lived; D — will ... have been living.
2) A — have moved; B — had moved; C will have moved; D — will be moving.
24. I wonder what foreign languages _____
A - does ... Mrs. Baxter teach; B - can ... Mrs. Baxter teach;
C - Mrs. Baxter teach; D - Mrs. Baxter teaches.
25. If he _____ quite near the office, it _____ him only 7 minutes to get there.
A — doesn't live ... wouldn't have taken; B — didn't live ... won't take;
C — didn't live ... wouldn't take; D -hadn't lived ... wouldn't take.
26. We _____ late for the lesson yesterday, if my watch _____ wrong.
A — won't be late ... hasn't been; B — wouldn't have been ... hadn't been;
C — wouldn't have been ... were not; D — wouldn't be late ... hadn't been.
27. We often _____ English poems at school. I _____ a difficult poem by heart for tomorrow. I _____ it from 6 to 7 o'clock tonight. And I _____ the poem before the film begins.
A — learn; B - shall learn; C - shall have to learn; D -shall be learning;
E - shall have learnt; F — shall have been learning.
28. Bill _____ Alice then if he _____ in love with her. A — won't marry ... wasn't; B — shouldn't marry ... weren't;
C - wouldn't... hasn't been; D — wouldn't have married ... hadn't been.
29. We _____ to get that information from Jane when she...
A — should ... will arrive; B — shall be able ... arrives;
C — shall need ... has arrived; D — could ... arrives.
30. Alex _____ know much unless he _____ many books.
A - wouldn't ... read; B - won't ... didn't read; C — doesn't ... wouldn't read; D — wouldn't ... didn't read.

Раздел 4 Семестр 6

Практические задания

Вместо пропусков подберите правильный ответ и вставьте подходящие буквы вместо пропусков:

1. Don't be in a hurry. If you arrive at six they still _____.
A — will sleep; B - will have slept; C — will be sleeping; D — will have been sleeping.
2. ...we take a tent with us? - No, you... not. — we prepare some sandwiches? - Yes, I'm afraid you ...
A - ought; B — must; C — might; D -need.
3. We _____ to get that information from Jane when she...
A — should ... will arrive; B — shall be able ... arrives;
C — shall need ... has arrived; D — could ... arrives.
4. You _____ ever to England? - Yes, I _____. I _____ there last year.
A — have; B _____ have been; C — were; D — was.
5. We shall join you as soon as we _____ ready.
A _____ shall be; B — were; C — are; D -have been.
6. It _____ his grades that worry him.
A - is; B - are; C — was ; D - were.
7. I didn't go to the skating-rink because it _____ heavily.
A - snowed; B — has snowed; C - was snowing; D — had snowed.
8. Have you any idea why _____ the lesson?
A _____ has lorn missed; B - did Tom missed; C — Tom has missed; D — Tom had been missed.
9. She will talk to the manager if she _____ him, but I doubt if she _____ him today. He is away.
A - see; B — sees; C — saw; D — will see.
10. Margaret says she likes apples _____ than oranges.
A - much; B - best; C — better; D — so more.
11. We _____ (1) no flowers whatsoever in the shop. And you? - We (1) any flowers (2)
1) A - see; B - saw; C — didn't see; D - won't see. 2) A - too, B - so; C - either; D — neither.
12. When I saw Alice I understood why Bill _____ her.
A - married; B - was marrying; C — has married; D — had married.
13. Will you still be asleep if I _____ (1) on you at eight? — Oh, no, I _____ (2) up by that time.
1) A - shall call; B — shall be calling; C — call; D — have called.
2) A — shall be getting; B - shall have got; C - get.
14. Irene will ring us up unless she _____ shall get; D
A - forgets; B doesn't forget; C - won't forget; D - will forget.
15. Roger doesn't play cricket. _____.

- A — nor am I; B — none have I; C — I don't too; D — Neither do I.
16. You _____ to help me with maths tonight? — I'm afraid, not. I _____ go to the airport to meet a friend of mine.
A — will be allowed; B — will be able; C — will have to; D — will need.
17. There are fifteen people in the room. Five are from Latin America, and _____ are from _____ countries.
A — another; B — other; C — others; D — the others.
18. My relatives are _____ in the country. They haven't returned _____.
A — else; B - yet; C — more; D — still.
19. _____ you ride, _____ you will go. (proverb)
A — slow... far; B — slower ... farther; C — the slower ... the farther; D — slower ... the farthest.
20. How long _____ Emma English before she could speak English fluently?
A — had ... been studying; B — was ...studying; C — has ...studied; D — did ... study.
21. He said that he _____ no time to look through the article because he _____ ill for a fortnight.
A — had been; B - was having; C — was being; D — had had.
22. Ann says she likes apples than oranges.
A — much; B — more; C better; D — so more.
23. Fred asked me if I _____ to the theatre if he _____ tickets.
A — go ... gets; B — shall go ... will get; C — should go ... would get; D — should go ... got.
24. Bill _____ Alice then if he _____ in love with her.
A — won't marry ... wasn't; B — shouldn't marry ... weren't; C - wouldn't... hasn't been; D — wouldn't have married ... hadn't been.
25. We _____ to get that information from Jane when she _____.
A — should ... will arrive; B — shall be able ... arrives; C — shall need ... has arrived; D — could ... arrives.
26. Alex _____ know much unless he _____ many books.
A - wouldn't ... read; B - won't ... didn't read; C — doesn't ... wouldn't read; D — wouldn't ... didn't read.
27. We often _____ English poems at school. I _____ a difficult poem by heart for tomorrow. I _____ it from 6 to 7 o'clock tonight. And I _____ the poem before the film begins.
A — learn; B - shall learn; C - shall have to learn; D -shall be learning;
28. - What you _____, Peter? - I _____ a letter. - And what you _____ ten minutes ago? — I _____ my lessons. May be you want to know what I _____ in twenty minutes, Mike? -Yes, Peter, what you _____? - I shall be beating you if you don't stop asking me stupid questions.
A - are doing; B - was doing; C — were doing; D — will be doing; E - shall be doing; F — am writing.
29. Little Tom _____ care of before his parents came back from the theatre.
A — took; B - was taken; C - has been taken; D — had been taken.
30. Mike's translation is _____ Peter's. No, Mike's translation is _____ than Peter's.
A — good; B — much better; C - so good as; D - as good as.

Вместо пропусков подберите правильный ответ и вставьте подходящие буквы вместо пропусков:

1. I have plenty of time. You not drive so quickly.
A — can; B - need; C - may; D — ought.
2. Steve's office is _____ than Jill's school. Jill's school is not _____ her father's office. It's only 15 minutes away.
A - farthest; B - much farther; C - as far as; D - so far as.
3. Judging from what I saw, he won't finish his work _____ tomorrow.
A - till; B - until; C - to; D - into.
4. ...harp (арфа) is one of ...most ancient types of instrument still in ...use.
A - a; B - an; C - the; D - ----.
5. He suddenly saw the Mrs. Fellini whom they _____ of at lunch.
A - talked; B - was talking; C - had been talking; D -have been talking
6. My daughter's hair _____ (1) as dark as _____ (2) .
1) A — is; B — are; C — were; D — was being;
2) A - my; B - me; C - mine; D - my husband.
7. Does Fred know the rules? - No, he _____ them yet. He just _____ them now.
A - haven't learnt; B -hasn't learned; C - didn't learn; D — is learning.
8. The teacher will return our papers after she _____ them.
A - marks; B - will mark; C - had marked; D - has marked.
9. Pete knows _____ (1) here. What about Helen? — She doesn't know _____ (1) here _____ (2).
1) A - somebody; B - anybody; C - nobody; D - every-body;
2) A - too; B - so; C - neither; D - either.
10. When mother _____ to bed she remembered that she _____ the door.
1) A - go; B - went; C -goes; D - has gone.
2) A - didn't lock; B - hasn't locked; C - hadn't locked; D - wasn't locked.
11. Will your son be a student next September? - Oh, no, he _____ by that time.
A - graduates; B - will graduate; C - will be graduating; D — will have graduated.
12. Why are you so dirty? - Because I _____ potatoes in the garden.
A - have been digging; B - was digging; C - has dug; D - dug.
13. What is Kate doing at the moment? - She _____ for her?. - How long she _____ ?— She _____ for Susan since 5 o'clock.
A - is waiting; B - was waiting; C - has been waiting; D — has been waited.
14. Did she work at the University before she retired? -Yes, she did. She _____ there for 25 years.

- A - worked; B - was working; C - has been working;
D - had been working.
15. Alice says that she ___ all her money.
A - lost; B - has lost; C - had lost; D - is lost.
16. Timothy told me that he _____ to see me when he ___ his work.
A - comes ... will finish; B - will come ... would finish;
C — would come ... had finished; D — would have come
- 17.... finished. I _____ somebody else, _____ that she wasn't coming.
A - should have invited ... had I known; B — would invite ... did I know;
C - shall have invited ... have I known; D — shall invite ... if I was knowing.
18. I shan't go to his birthday party unless he _____ me to.
A - asks; B - doesn't ask; C - will ask; D - won't ask.
19. Six hundred dollars _____ required to buy a tour to Italy.
A - has; B - were; C - is; D - have.
20. We shall start when she ... ready; we just wonder when she ... ready.
A - is; B - was; C - has been; D - will be.
21. I wonder why _____ me about it.
A - didn't she tell; B - she didn't tell; C - wasn't she telling; D - hasn't she told.
22. To take up is to accomplish (proverb).
A - something; B - everything; C — nothing; D — anything.
23. She couldn't help _____.
A - smiling; B - smiled; C - be smiling; D - having smiled.
24. I wish I ... the train yesterday.
A — didn't miss; B — wasn't missed; C — wasn't missing; D — hadn't missed.
25. - You-(1) this work an hour ago. - But I __ (1) it already. (2) I show it to you? - No, you __ (2) not.
1) A - finished; B - finish; C - have finished; D - had to finish; 2) A - must; B - can; C - need; D - had to.
26. We shall be glad if we _____ to take our exams in advance.
A - shall have; B - are allowed; C - shall be allowed; D — were.
27. We often _____ English poems at school. I _____ a difficult poem by heart for tomorrow. I _____ it from 6 to 7 o'clock tonight.
And I _____ the poem before the film begins.
A — learn; B - shall learn; C - shall have to learn; D - shall be learning; E - shall have learnt; F — shall have been learning.
28. Bill _____ Alice then if he _____ in love with her.
A — won't marry ... wasn't; B — shouldn't marry ... weren't;
C - wouldn't... hasn't been; D — wouldn't have married ... hadn't been.
29. We _____ to get that information from Jane when she...
A — should ... will arrive; B — shall be able ... arrives; C — shall need ... has arrived; D — could ... arrives.

5.4. Перечень видов оценочных средств

Устный опрос,
результаты выполнения практических заданий, самостоятельных и контрольных работ,
зачет,
дифференцированный зачет.

6. УЧЕБНО-МЕТОДИЧЕСКОЕ И ИНФОРМАЦИОННОЕ ОБЕСПЕЧЕНИЕ ДИСЦИПЛИНЫ (МОДУЛЯ)

6.1. Рекомендуемая литература

6.1.1. Основная литература

	Авторы, составители	Заглавие	Издательство, год
Л1.1	Шляхова В. А., Герасина О. Н., Герасина Ю. А.	Английский язык для экономистов: учебник	Москва: Дашков и К°, 2020
Л1.2	Корелова Н. Г.	Вся грамматика английского языка в таблицах: учебное пособие	Москва: ФЛИНТА, 2020

6.1.2. Дополнительная литература

	Авторы, составители	Заглавие	Издательство, год
Л2.1	Шиповская А. А.	Английский для экономистов: учебное пособие	Тамбов: Тамбовский государственный технический университет (ТГТУ), 2017
Л2.2	Орлова Н. В., Николаенко И. С., Жукатинская В. А.	Синтаксис английского языка в таблицах: учебное пособие	Липецк: Липецкий государственный педагогический университет имени П.П. Семенова-Тян-Шанского, 2020

6.2. Электронные учебные издания и электронные образовательные ресурсы

Э1	Электронный словарь ABBYY Lingvo				
Э2	http://www.englishlearner.com – ресурсы для изучения английского языка				
Э3	http://www.gustavus.edu/library/libdata_pos/page.phtml?page_id=67 библиотечные ресурсы по праву, Folke Bernadotte Memorial Library				
Э4	www.ldoceonline.com (Longman Dictionary of Contemporary English).				
6.3.1 Лицензионное и свободно распространяемое программное обеспечение, в том числе отечественного производства					
6.3.2 Перечень профессиональных баз данных и информационных справочных систем					
6.3.2.1	Справочная Правовая Система КонсультантПлюс				
6.3.2.2	Информационная справочная система «Гарант»				
7. МТО (оборудование и технические средства обучения)					
№	Назначение	Оборудование	ПО	Адрес	Вид
47/2	пр.	Демонстрационное оборудование, учебно-наглядные пособия Специализированная мебель: стол – 15 шт., стул – 30 шт., доска – 1 шт.,		344029, Ростовская область, г. Ростов-на-Дону, Первомайский район, ул. Сержантова, 2/104	Пр
4	помещение для самостоятельной работы. учебная аудитория для проведения занятий учебная аудитория для проведения занятий лекционного типа, занятий семинарского типа, курсового проектирования (выполнения курсовых работ), групповых и индивидуальных консультаций, текущего контроля и промежуточной аттестации, Лаборатория информационных технологий, помещение для самостоятельной работы	Демонстрационное оборудование, учебно-наглядные пособия Специализированная мебель: стол – 19 шт., стул – 36 шт., доска – 1 шт., компьютеры – 10 шт, проектор – 1 шт., доступ в Интернет	Операционная система Microsoft Windows 10 home Приложение Офис2016 Антивирус Nod 5 academic Интернет фильтр UserGade Система тестирования MyTestx.1c Предприятие 1С 8.3 Бухгалтерия 1С 8.3 Документооборот 1С 8.3 Комплект для обучения в высших и средних учебных заведений. 1С 8.3	344029, Ростовская область, г. Ростов-на-Дону, Первомайский район, ул. Сержантова, 2/104	