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**ИНОСТРАННЫЙ ЯЗЫК  
АНГЛИЙСКИЙ ЯЗЫК**

**ENGLISH FOR ECONOMISTS:  
THE BASICS OF PROFESSIONAL  
COMMUNICATION**

**Учебное пособие для I курса**

**Санкт-Петербург  
2024**

**Министерство науки и высшего образования Российской Федерации**  
ФЕДЕРАЛЬНОЕ ГОСУДАРСТВЕННОЕ БЮДЖЕТНОЕ ОБРАЗОВАТЕЛЬНОЕ УЧРЕЖДЕНИЕ ВЫСШЕГО ОБРАЗОВАНИЯ

**«Санкт-Петербургский государственный университет  
промышленных технологий и дизайна»  
Высшая школа технологии и энергетики**

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Утверждено Редакционно-издательским советом ВШТЭ СПбГУПТД

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Учебное пособие соответствует программам и учебным планам дисциплины «Иностранный язык. Английский язык» для студентов, обучающихся по направлениям подготовки: 38.03.01 «Экономика», профили «Бизнес-аналитика», «Экономика и управление инновациями»; 38.03.02 «Менеджмент», профили «Логистика и управление цепями поставок», «Финансовый менеджмент».

Учебное пособие состоит из 4 тематических разделов. Особое внимание уделяется правилам произношения, структуре английского предложения, изучению грамматики и тематической лексики. Пособие включает большое количество упражнений разного уровня сложности для отработки и закрепления речевых навыков.

Учебное пособие предназначено для аудиторной и самостоятельной работы студентов 1 курса бакалавриата очной формы обучения Института управления и экономики.

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## ВВЕДЕНИЕ

Учебное пособие предназначено для студентов экономических специальностей 1 курса очной формы обучения, соответствует государственному образовательному стандарту и требованиям программы по иностранным языкам для неязыковых вузов.

Учебное пособие состоит из 4 разделов. Первый раздел знакомит с основными аспектами бытовой сферы общения, такими как семья, досуг и родной город. Во втором разделе рассматриваются вопросы здорового образа жизни, интересов современной молодежи и хобби. Третий раздел посвящен межкультурной коммуникации; четвертый раздел – развитию личности и перспективам карьерного роста, а также правилам написания резюме.

Особое внимание уделяется правилам произношения, структуре английского предложения, изучению грамматики и тематической лексики. Пособие включает большое количество упражнений разного уровня сложности для отработки и закрепления речевых навыков. Кроме того, в нем имеется множество диалогов для развития коммуникативных навыков учащихся.

Учебное пособие содержит 9 уроков. В каждом уроке предлагается текст по теме урока и текст для чтения по специальности с упражнениями. К текстам прилагаются словарные минимумы, которые направлены на расширение знаний студентов и увеличение активного словаря.

Грамматический материал каждого урока представлен в конце учебного пособия в виде грамматических таблиц, что способствует обобщению и систематизации знаний учащихся.

Таким образом, данное пособие обеспечивает комплексное освоение иностранного языка в первый год обучения и способствует формированию базовых навыков общения в различных сферах жизнедеятельности.

## ВВОДНО-КОРРЕКТИВНЫЙ ФОНЕТИЧЕСКИЙ КУРС

Звуки передаются на письме *фонетическими знаками (символами)*, которые пишутся *в квадратных скобках*. Каждый фонетический символ передает *один звук* и в любом слове всегда *читается одинаково*. Вот почему, зная эти фонетические знаки, Вы сможете прочесть по словарю любое незнакомое слово.

### **1. Фонетические знаки для гласных звуков**

#### *Краткие звуки*

[ɪ] – it, his, big, film

[e] – pen, ten, 'pencil, 'letter

[æ] – bag, cat, map, bad

[ɔ] = [ɒ] – not, hot, dog, loss

[ʌ] – bus, cut, but, 'mother, sun

[u] = [ʊ] – book, look, put

[ə] – безударный гласный или нейтральный звук: 'sister, 'letter, 'doctor, a'bout, 'teacher

#### *Долгие звуки*

[i:] – see, me, eat, sleep, green, meet, meat

[ɑ:] – car, star, 'father, park, garden

[ɔ:] – sport, all, ball, small

[u:] – school, too, soon, tooth, moon

[ə:] = [ɜ:] – bird, girl, her, first, firm, serve

*Дифтонги* (сложные гласные звуки, состоящие из двух звуков, которые произносятся слитно)

[eɪ] – day, make, train, rain

[aɪ] – my, by, five, life, I, nine

[aʊ] = [aʊ] – now, how, house, town, brown

[ɔɪ] – boy, oil, boil

[oʊ] = [əʊ] – go, no, snow, know

[ɪə] – here, real, near

[eə] = [ɛə] – air, chair, hair, their

[uə] = [ʊə] – poor, sure

### **2. Фонетические знаки для согласных звуков**

[b] – book, be, black

[p] – pen, paper, please

[k] – cake, speak, take

[g] – go, green, give, big, gas

[f] – five, flat, free

[d] – day, do, did

[t] – кончик языка на альвеолах tea, ten, take

[l] – (бугорок за верхними зубами) letter, little, will

[n] – sun, no, nine, not

[m] – me, meet, man

[v] – very, have, visit

- [w] – we, well, white, when  
 [r] – red, read, tree  
 [j] – yes, yellow, you, your (как первый звук русских букв е, ё, ю, я)  
 [ʃ] – she, ship, fish, shake  
 [tʃ] – teach, watch, match, children  
 [ʒ] – measure, pleasure, usual  
 [dʒ] – June, jump, just, 'engine, gym  
 [ŋ] – носовой согласный – sing, song, ring, going, doing  
 [θ] – глухой межзубный – three, thin, thick, thing, thank, month  
 [ð] – звонкий межзубный – this, they, then, with, brother  
 [s] – see, so, speak  
 [z] – zoo, has, zero, zone, size, sisters, lazy

### Чтение согласных букв

**b** [b] – big, brother

**d** [d] – day, drive

**c** { [s] – перед **e, i, y** – cinema, per'cent, city, center, cycle, decide, place  
 [ʃ] – перед **i** + суффикс (любой) – official, social, special, speci'ality  
 [k] – во всех остальных случаях – can, clean, come, eco'nomiс, cold, 'cycle, re'spect, a'tomic

**g** { [dʒ] – перед **e, i, y** – page, large, age, huge, 'register, gym, stage  
**Исключения:** get, give, girl, begin, 'target, together, gift, forget  
 [g] – go, ago, longer, language, grow, big, de'gree, game, garden, gap  
 [ʒ] – garage, regime

**f** [f] – five, life, free

**h** [h] – he, has, help, hope, here, home, hand

**j** [dʒ] – just, job, jump, June, Ju'ly, en'joy, 'object, joke, jet

**k** [k] – cake, coke, take

**l** [l] – large, low, sleep, letter

**m** [m] – my, mother, mill

**n** [n] – no, nine, never

**p** [p] – paper, pulp, play

**q** – всегда употребляется в сочетании:

**qu** { [kw] – quite, quickly, question, 'equal, 'liquid, re'quire  
 [k] – unique [ju:'ni:k], cheque [ʃek], opaque [əu'peɪk] (непрозрачный)

**r** [r] – red, read, rain, sorry

**s** { [s] – 1) в начале слова – see, same, size, six, so, 'solid, stone; 2) в конце слова, после глухой согласной – takes, likes, types, pulps, stops, speaks;

[z] – 1) в конце слова после гласных и звонких согласных – sees, papers, his, plans, reads, plays, steels, studies; 2) между двумя гласными (есть исключения) – re'sult, re'sort, houses, easy, re'serve, re'sume

[ʃ] – tension, Asia, sure, sugar

[ʒ] – vision, pleasure



<b>t</b>	{ [t] – take, skate [ʃ] – перед <b>i</b> + суфф. – e'ssential, 'patient, po'tential, i'nitial, 'ratio
<b>v</b>	[v] – very, visit, vegetable
<b>w</b>	[w] – we, wet, wave, twelve
<b>x</b>	{ [gz] – перед <b>ударной</b> гласной: e'xam, e'xact, e'xample, e'xist, e'xotic [ks] – box, six, text, next, expect, exercise, mix [kj] – anxious
<b>z</b>	[z] – zoo, zero, lazy

В отличие от русского языка в английском языке звонкие согласные звуки **не оглушаются** в конце слова:

#### **Звонкие**

bag – сумка  
bad – плохой  
led – руководил, привел  
side – сторона  
leave – уезжать, уходить  
eyes – глаза  
aid – помощь  
prize – премия, награда

#### **Глухие:**

back – спина, назад  
bat – летучая мышь  
let – разрешать, позволять  
sight – зрение, вид  
leaf – лист  
ice – лед

### **Типы слогов и чтение гласных букв**

В английском языке 26 букв и 44 звука (20 гласных и 24 согласных). Гласные буквы: **a, e, i, o, u, y**. Чтение гласной буквы зависит от: 1) стоит ли она в ударном или безударном слоге; 2) находится ли она в открытом или закрытом слоге; 3) сочетается ли она с другими гласными или согласными буквами.

### **Ударение**

Если в слове более одного слога, всегда необходимо указать ударный слог. Ударение ставится **перед** ударным слогом: percent [pə'sent], control [kən'trəʊl], industry ['ɪndəstri], responsible [rɪ'spɒnsəbl], advertise ['ædvətaɪz].

Иногда в слове могут быть два ударения, тогда **основное** (более сильное) ударение ставится **сверху**, а **вспомогательное** (слабое) – **внизу** (тоже **перед** ударным слогом): transportation [ˌtrænsˈpɔː'teɪʃn], contribution [ˌkɒntrɪ'bjuːʃn], communication [kəˌmjʊːnɪ'keɪʃ(ə)n], manufacture [ˌmænju'fæktʃə].

В английском языке существует два типа ударных слогов:

**1. Открытый слог** – в нем гласная буква обычно читается так, как она называется в алфавите. К такому типу слога относятся:

а) некоторые односложные слова: my, me, be, no;

б) слоги в словах, оканчивающихся на «немое» **e** (обычно непризнаемое): take, mine, note, tube, type, com'plete. Буква **e** очень важна, т. к. она делает слог **открытым** для предыдущей гласной.

в) слоги в словах, в которых гласная буква отделена от «немого» **e** двумя согласными, одна из которых **i**: table, stable, Bible

**2. Закрытый слог** – в нем гласная буква читается как **краткий** звук. К такому типу слога относятся:

а) односложные слова, оканчивающиеся на одну или несколько согласных: kiss, mass, man;

б) слог, в котором за ударной гласной буквой стоит одна или несколько согласных букв (кроме буквы r): 'simple, 'apple, 'prince, 'riddle.

### Чтение гласных букв в четырех типах ударных слогов

Гласная буква	I тип открытый слог	II тип закрытый слог	III тип гласная + R или R + согл.	IV тип гласная + R + гласная
<b>a</b> [eɪ]	[eɪ] name, take, lake <i>Исключения:</i> ate [et], any ['eni] have [hæv]	[æ] cat, bad, flat, plan, gas, map, fact, hand	<b>ar</b> [ɑ:] car, park, star, large 'carbon, mark, hard	<b>ar</b> + гласная [eə] care, fare, parent, pre'pare, com'pare
<b>e</b> [i:]	[i:] he, be, me, these, theme [θi:m]	[e] pen, ten, best	<b>er</b> [ə:] = [z:] her, serve, German	<b>er</b> + гласная [iə] here, 'atmosphere, sphere, se'vere <i>Исключения:</i> were [wə:], there [ðeə], where [weə]
<b>i</b> [aɪ] <b>y</b> [waɪ]	[aɪ] time, five, try, like, nine, my, type <i>Исключения:</i> give [gɪv], city ['sɪti], live [lɪv], pity ['pɪti]	[ɪ] him, his, big, film, 'system	<b>ir</b> [ə:] = <b>yr</b> [z:] bird, girl, first, firm, third	<b>ir</b> + гласный = = <b>yr</b> [aɪə] fire, tired, tyre, wire
<b>u</b> [ju:]	<b>1. [ju:]</b> student, tube, cube <b>2. [u:] после r, l, j</b> rule, true, blue, in'clude, June <i>Исключение:</i> busy ['bɪzi]	[ʌ] but, bus, run, must, sun <i>Исключения:</i> put [pʊt], pull [pʊl], push [pʊʃ], full [fʊl], truth [tru:θ]	<b>ur</b> [ə:] = [z:] turn, re'turn, burn	<b>ur</b> + гласная [juə] pure, cure, se'cure
<b>o</b> [ou]=[əʊ]	[ou] = [əʊ] no, go, note <i>Исключения:</i> do [du:], does [dʌz], two [tu:]	[ɔ] = [ɒ] hot, long, job <i>Исключения:</i> both [bəʊθ], don't [dəʊnt], won't [wəʊnt]	<b>or</b> [ɔ:] or, sport, form, force, north	<b>or</b> + гласная = [ɔ:] more, before, re'store, explore [ɪk'splɔ:]

## Правила чтения гласных в безударном слоге

1. Буквы **e, i, y** в безударном слоге чаще всего читаются [ɪ]: divide [dɪ'vaɪd], planet ['plænɪt], synthetic [sɪn'θetɪk], repeat [rɪ'pi:t], recycle [rɪ'saɪkl], difficult ['dɪfɪkəlt], polymer ['pɒlɪmə], reduce [rɪ'dju:s], depend [dɪ'pend], granite ['grænɪt].

2. Буква **u** в безударном слоге на конце слов читается [ɪ]: very, many, army, easy, dirty, happy, twenty, party, fifty, carry.

3. Буквы **a, o, u** в безударном слоге – [ə]: common ['kɒmən], provide [prə'vaɪd], construct [kən'strʌkt], album ['ælbəm], data ['deɪtə], support [sə'pɔ:t], seldom ['seldəm], about [ə'baʊt], obtain [əb'teɪn], bottom ['bɒtəm], ago [ə'gəʊ], success [sək'ses], campus ['kæmpəs], protect [prə'tekt].

4. Сочетания **er(=re), or, ar** в безударном слоге – [ə]: paper ['peɪpə], metre = meter ['mi:tə], doctor ['dɒktə] centre = center ['sentə], actor ['æktə], grammar ['græmə], reader ['ri:də], poplar ['pɒplə], summer ['sʌmə], factor ['fæktə], fiber = fibre ['faɪbə], number ['nʌmbə], persist [pə'sɪst], banner ['bænə], property ['prɒpəti].

## Правила чтения сочетания согласных

<b>ch</b>	[tʃ]	much, chess, teach, teacher
	[k]	school, character, chemistry, technical, chemist
<b>ck</b>	[k]	back, clock, cock, black
<b>gh</b>	[-]	high, night, daughter, flight, light, through
<b>kn</b>	[n]	know, knife, knock, knit, knee
<b>ng</b>	[ŋ]	ring, sing, young, thine, wing
<b>nk</b>	[ŋk]	ink, thank, monkey, sink, bank
<b>ph</b>	[f]	telephone, phonetics, phrase
<b>sh</b>	[ʃ]	she, bush, short, dish, fish, sheep, shook
<b>tch</b>	[tʃ]	catch, kitchen, watch, switch, stretch
<b>th</b>	[ð]	в начале служебных слов; между гласными: these, that, there, mother, they, with, them, then
	[θ]	в сочетании th в начале и в конце знаменательных слов, thick, thin, thanks, three, think, throw, fifth, tooth
<b>wh</b>	[w]	what, why, when, while, white, where
<b>wh+o</b>	[h]	who, whom, whose, whole, wholly
<b>wr</b>	[r]	write, wrong, wrist, wrest, wrap

## Непроизносимые согласные

<b>wr</b>	[r]	write [raɪt] в любой позиции
<b>kn</b>	[n]	knee [ni:] в начале слова
<b>gn</b>	[n]	resign, sign в любой позиции
<b>pn, ps</b>	[p]	pneumatic [nju'mæwetɪk]

<b>gh</b>	[-]	high [hai] straight [streit] в середине и часто в конце слова
<b>ng</b>	[n]	sing [Siŋ] в конце слова
<b>bt</b>	[t]	debt [det] в любой позиции
<b>mb</b>	[m]	bomb [bom] в любой позиции
<b>wh</b>	[w]	when [wen] перед всеми гласными, кроме О
	[h]	who [hu:] перед буквой О

### Упражнения по технике чтения

#### 1. Прочитайте гласную “а” в открытом и закрытом слогах в следующих словах:

add, shade, rare, pre'pare, start, fare, farm, large, part, map, save, act, sap, 'agent, dark, sand, card, fact, came, 'grammar, bark, than, 'carbon, age, land, paper, plastics, 'matter, spare, handle, art, 'artist, bank, re'gard, harm, candle, market, de'partment, pare, share, ban, tape, fan, pale, sale, 'tannin, rags, fact, case, 'article, rate, hardly, trash.

#### 2. Прочитайте гласную “е” в открытом и закрытом слогах в следующих словах:

less, let, nerve, here, melt, term, verb, mere, left, herb, 'eve, cell, pre'fer, dense, spell, these, ob'serve, 'vessel, e'lect, tense, sense, fed, pre'vent, i'nert, merge, wet, sphere, serve, stem, press, co'llect, net, ad'here.

#### 3. Прочитайте гласные “i”, “y” в открытом и закрытом слогах в следующих словах:

mill, mile, try, mine, style, still, hide, 'timber, hire, lime, type, fire, en'tire, dye, wire, ad'mire, wide, tip, birch, line, fir, cycle, re'cycle, 'system, dry, pine, in'spire, 'instant, third, gym, split, shine, 'final, dirt, price, fly, de'sire, rise, re'ly, wide, inch, fill, size, trip, twice, print, circle.

#### 4. Прочитайте гласную “u” в открытом и закрытом слогах в следующих словах:

'cubic, cut, se'cure, such, true, fuse, glue, dust, po'llute, in'clude, rude, pulp, 'structure, much, 'furnish, due, 'furnace, ma'ture, fun, 'urgent, music, us, burner, con'sume, re'duce, spruce, 'unit, u'nite, pump, fume, so'lution, rub, 'lumber, rust, further, tune, burn, jute, pure, curve, burst, fund, must, re'sult.

#### 5. Прочитайте гласную “o” в открытом и закрытом слогах в следующих словах:

ore, drop, shore, cost, stone, top, hole, 'orbit, ex'plore, more, crop, forty, so, 'bottom, before, north, odd, tone, torn, short, phone, cone, 'cotton, corn, cross, form, slot, storm, stock, sort, dome, stove, mole, strong, re'port, store, pro'mote, in'form, log, sort.

**6. Прочитайте слова, учитывая особенности чтения под ударением буквосочетаний.**

1) **ai (ay)** – spray, stainless steel, straight, strainer, tailings, tray, unaided eye, aim, reclaim. chain barker, availability, spray type burner, clay, drain, frayed, tail gas, layer, play, tray, rayon, retain;

2) **al + согл.** – wall, false bottom, tall-oil, call, install, salt, all, hall, wall, fall, talk, walk, false, call, gall, stalk;

но: alcohol, calcine, valve ([æ]);

3) **au (aw)** – automatic, crawler, drawn, draw, haul, saw, sawdust, autumn, pause, cause, law, dawn, withdraw, strawboard, raw, drawback;

но: gauge ([ei]);

4) **ea/ee/ei** – bee, deep, feet, meet, speech, sheep, feed, sheet, pea, team, knee, seat, leak, league, peace, meat, leaves, ceiling, receive, beat, broad-leaved trees, cleaner, heat, stream, grease, treatment, seam, stream, decrease, means, release, lead,

но [e] – heavy, measure, head, lead (свинец), spread, thread;

5) **eer/ ear** – shear, gear, appear, appearance, engineer, pioneer, sheer, rear, year, tears, hear, fear;

но [eə] – wear, bear, [ɜ:] – research, learn, earn, heard, [ɑ:] – heart;

6) **eu (ow)** – pneumatic, newsprint, sewer, renewable, queue;

но [u:] – drew, screw, flew;

7) **oa** – foaming, roaster, load, unloading, coated, presoaking, railroad, float;

8) **oi (oy)** – boiler, point, joint, moisten, avoid, soil, coil, employ, alloy;

9) **oo** – boom, broom, wood, cooler, groove, loosen, smooth, foot, room, roof, tooth, pool, fool, doom, goose, loop, root, soothe, soon, spoon, tool; cook, food, look, shook, took, good;

но [ʌ] – blood, flood; [ɔ:] – door, floor;

10) **ou (ow+согл.)** – brown, down, town, cow, powder, gown, towels, shower, allow, ground, compound, countercurrent, power, outlet, roundwood, rouler, spout, house, sound, surround, mount, foundation;

11) **ou (ow)** – blow, flow, row; но enough, route, through, group;

12) **ild/ind** mild, kind, blind, child, mind, wind, find, wild;

но [i:] – wind (ветер).

# РАЗДЕЛ 1. ИНОСТРАННЫЙ ЯЗЫК ДЛЯ ОБЩИХ ЦЕЛЕЙ БЫТОВАЯ СФЕРА ОБЩЕНИЯ

## Урок 1. Семья и досуг

### Лексика

#### 1. Family members

husband	муж	wife	жена
father	отец	mother	мать
dad	папа	mom (US)/mum (UK)	мама
son	сын	daughter	дочь
grandfather	дедушка	grandmother	бабушка
grandpa, grandad	дед (неофиц.)	gran, granny	бабуля (неофиц.)
grandson	внук	granddaughter	внучка
uncle	дядя	aunt	тетя
nephew	племянник	niece	племянница
cousin	двоюродный брат	cousin	двоюродная сестра
father-in-law	тесть	mother-in-law	свекровь
son-in-law	зять	daughter-in-law	невестка
stepfather	отчим	stepmother	мачеха
stepson	пасынок	stepdaughter	падчерица
partner	партнер	partner	партнерша
boyfriend	бойфренд	girlfriend	подруга
fancé	жених	fiancée	невеста

#### 2. Phrases about family

nuclear family	нуклеарная семья
extended family	расширенная семья
single parent family	неполная семья
to raise a child	растить ребенка
to get together	собираться вместе
to support each other	поддерживать друг друга
to share responsibilities	разделять обязанности
strong connection	крепкая связь
close-knit family	дружная семья
cost of living	стоимость жизни
blood is thicker than water	кровь гуще воды
home is where the heart is	дом там, где сердце
keep in touch	поддерживать связь
age	возраст
parent	родитель
relative	родственник
single	холостяк
to marry	жениться

to divorce housewife elder retired person to consist of to be engage	развестись домохозяйка старший в семье; -s пожилые пенсионер состоять из заниматься
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### 3. Sport

Athletics horse racing rollerblading cycling fishing volleyball hunting rowing diving horse riding (UK) horseback riding (US)	легкая атлетика конные скачки катание на роликах велоспорт рыбалка волейбол охота гребля дайвинг верховая езда (Великобритания) верховая езда (США)
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### 4. Music

pop rock folk country blues classical heavy metal jazz easy listening	поп рок фолк кантри блюз классика хэви-метал джаз легкое слушание
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### 5. Activities

watch TV go to an amusement park do volunteer work listen to CDs hang out with friends talk on the phone surf the Net play video games go dancing/to the cinema read magazines/newspapers/books go shopping exercise (go jogging, go to the gym, etc. )	смотреть телевизор сходить в парк аттракционов заниматься волонтерством слушать компакт-диски проводить время с друзьями разговаривать по телефону пользоваться Интернетом играть в видеоигры ходить на танцы/в кино читать журналы/газеты/книги ходить по магазинам заниматься спортом (бегать трусцой, ходить в спортзал и т.д)
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## Текст № 1. Family business

The Lanes are a middle-class family. They run a toy factory. It is their family business. They have been in this business for a hundred years. Mr. and Mrs. Andrew Lane and their son John live in Didsbury, a suburb of Manchester. John's grandmother Mrs. Reginald Lane lives in Didsbury too. She has a large house of her own.

Mrs. Lane has her birthday on the 13th of August. Grandmother's birthday is a special occasion for the Lanes. When grandmother was younger she used to invite a lot of people to her birthday party. Nowadays only her relatives are coming. Would you like to meet them.

This is Mr. Andrew Lane. He is the eldest son in the family. He is at the head of the family business. He is the head manager of Lane and Sons. Bruce Lane, his twin brother, is the production manager. He is very bright and energetic.

And now meet Julia. She is Andrew's sister. She is not married yet. She also works for Lane and Sons. She does the secretarial work.

Andrew's brother Robert is forty years old. He graduated from London School of Economics. He got a Master's degree in marketing and he is the sales manager. His wife Kate also works for Lane and Sons. She used to be an accountant before she got married. And now she is in charge of finance. Her nickname is "The Purse". She is the head of the accounts department.

And this is the black sheep of the family, Brian. He is out of the family business. He lives in London. He studies painting.

### Упражнения

#### 1. Прочитайте диалоги, запомните их.

A. What are you doing for living?

B.: I run a shoe factory.

A.: Oh, you do! (Неужели?)

A.: What is your position?

B.: I am a production manager.

A.: Oh, you are! (В самом деле)

#### 2. Заполните пропуски.

A.: What does he do for living?

B.: ...

A.: Oh, he does!

A.:

B.: He is a sales manager.

A.: ...

A. What does ...?

B.: He runs ...

A.: ...



- A. What is his position?  
B. ... a financial manager.  
A.: ...

**3. Завершите предложения, используя слова из текста.**

1. Mr. Foster is at the head of the sales department.  
He is a ... manager.
2. Miss King is in charge of finance.  
She is a ... manager.
3. Mr. Robbins is in charge of the production department.  
He is a ... manager.
4. Mike Foster is a sales manager.  
He is in charge of ...
5. Felicia Kings is a financial manager.  
She is at the head of ...
6. Nick Robbins is a production manager.  
He is at the head of ... .

**4. Прочитайте диалог. Переведите выделенные слова.**

Sue: Hi, Jane! What are you doing?

Jane: Hi, Sue. I'm looking through this **album** of old family photos my mum just sent me. Some of them really bring back memories!

Sue: That's interesting! Can I **have a look**?

Jane: Of course. Let's see if you can recognise me in this photo! My mum took it when I was about eight, I think. Now, which one is me?

Sue: I think this is you, **in the middle**. Is that your grandma behind you?

Jane: Yes, you're right – and that's my granddad, standing behind her. My parents are on the left. The girl in front of my mum is my sister, Lisa. The ones on the right are my mum's **twin** sister, her husband and my cousin, Billy. He's so funny. We all lived on the farm. It was really fun for us kids. Sue: Well, you all look **fit and healthy**. I guess all that fresh air was good for you. Anyway, I'll look at the **rest** later – I have a **lecture** now.

Jane: Okay, see you!

**5. Определите, являются ли эти утверждения истинными (True) или ложными (False).**

1. Jane is looking at some photographs.
2. The photo shows Jane as a child.
3. Jane has two sisters.
4. Jane's mum has a brother.
5. Sue lived on a farm as a child.
6. Jane is going to a lecture.

**6. Вставьте приведенные ниже слова и словосочетания в предложения.**

*raise, support, close-knit, share responsibilities, cost of living, get together, connection, touch, heart, thicker, water, keep*

1. It is important for parents to know how to \_\_\_\_\_ (1) a child well.

2. We all like to \_\_\_\_\_ (2) for meals during special occasions and holidays.

3. In our family, we always try to \_\_\_\_\_ (3) each other in difficult times.

4. My sister and I want to \_\_\_\_\_ (4) around the house equally.

5. My best friend and I have a strong \_\_\_\_\_ (5) that lasts for years.

6. We are a \_\_\_\_\_ (6) family, and we enjoy spending time with each other.

7. The \_\_\_\_\_ (7) is very high in cities compared to small towns.

8. My grandmother says blood is \_\_\_\_\_ (8) than \_\_\_\_\_ (9), meaning family is important.

9. Home is where the \_\_\_\_\_ (10) is, so I always feel happy with my family.

10. It is nice to \_\_\_\_\_ (11) in \_\_\_\_\_ (12) with old friends through social media.

**7. Прочитайте диалог.**

– Do you have a big family?

– Yes. In all the holidays we are going together. On New Year's grandmother came to us from Murmansk, my cousin with her children, my aunts and uncles, nephews and all our friends.

– It sounds great. My family is quite small. My brother and I can see grandparents only in the summer, when we come to visit them.

– In small families you also have advantages. You would not even make the whole day to entertain younger children.

– This is not to argue with you.

**8. Используйте словосочетания, приведенные выше, чтобы рассказать о своей семье.**

What type is it? We are extended family.

In the family there are four of us. My dad, ...

My grandparents live...

Is your family large? Not very. There are only two of us.

Is your family big or small? It's rather big. There are seven of them.

Is your sister married yet? Not yet. But she's engaged.

Is your elder brother married? No, he isn't. He says he isn't going to.

Is he single or married? He is a family man.

Is your uncle single or married? Oh, he is an old bachelor.

Is she single married? She is a widow.

Is aunt single or married? She is divorced. (Her husband has divorced her, She and her husband have separated.)

**9. Расскажите о себе, своей семье, придерживаясь плана, который дается ниже.**

1. Say a few words about yourself. 2. Say how many people there are in your family. 3. Then tell us where your family lives (country, town; in a flat or in a cottage) who lives separately. 4. Describe each member of the family indicating his or her name, age, place of birth, occupation plans for future. 5. Say a few words about relations between the members of your family. 6. Give other comments.

### **Текст № 2. Leisure Time**

Nearly everyone needs some time for relaxing and doing what he or she likes. Hobbies or leisure time activities are perfect for that.

Unfortunately, I don't have much free time during the week, but when I do I try to spend it most usefully. My hobbies are tennis and swimming. Twice a week I go to the nearest indoor swimming-pool. In summer, I can swim with my friends at the lake, although the water is rather chilly in it. Speaking of tennis, I attend regular training since I've been seven. I have a talented coach who tells me I can be rather successful in tennis when I'm older. I especially like training at the outdoor court. One of my friends is also fond of tennis, so he joined me a year ago.

Other than that, when I have free time I invite my friends over. We can play board games or have a pizza together. I'm always happy to have them around.

#### **1. Задайте собеседнику вопросы о досуге и ответьте на них:**

- a. What do you do in your leisure time?
- b. Do you play an instrument? (I play the piano / guitar / flute / cello / violin / trumpet).
- c. What sports do you play?

#### **2. Соедините слово и его значение.**

<ol style="list-style-type: none"> <li>a. jumping into water and going under the surface</li> <li>b. a game where two teams hit a ball over a net</li> <li>c. riding a bike for fun or exercise</li> <li>d. looking for animals to catch or kill</li> <li>e. using oars to move a boat through water</li> <li>f. moving on shoes with wheels that are in a line</li> <li>g. sitting on a horse and guiding it while it moves</li> <li>h. a sport that includes running, jumping, and throwing</li> <li>i. a sport where people ride horses to see who is fastest</li> <li>j. catching fish from water using a rod or net</li> </ol>	<ol style="list-style-type: none"> <li>1. <i>volleyball</i></li> <li>2. <i>fishing</i></li> <li>3. <i>cycling</i></li> <li>4. <i>horse racing</i></li> <li>5. <i>rollerblading</i></li> <li>6. <i>rowing</i></li> <li>7. <i>diving</i></li> <li>8. <i>horse riding</i></li> <li>9. <i>hunting</i></li> <li>10. <i>athletics</i></li> </ol>
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### 3. Прочитайте и переведите диалог.

Katie: So, Kieran. How's your summer been?

Kieran: Excellent! I've been to a lot of beach parties and played some athletics.

Katie: That sounds fun. I went cycling with my family and we also did a bit of fishing.

Kieran: Cool. What about you, Alex? Have you done anything exciting this summer?

Alex: Not really. I mostly stayed at home and practiced volleyball with my brother.

Katie: Who won when you played against each other?

Alex: It was a draw. We're pretty evenly matched.

Kieran: Do any of you play any musical instruments?

Katie: Yes, I play the guitar and sing. Mostly easy listening music.

Kieran: Impressive. I'm learning to play the drums and bass guitar.

Alex: I used to play the piano, but not anymore. I prefer just listening to music now.

Katie: Me too. Music is such an important part of our lives.

Alex: Definitely.

### 4. а) Прочитайте блог и комментарии к нему. Догадайтесь о значении выделенных слов:

Mandy

At the weekend I usually hang out with friends, shopping or at the cinema, but sometimes I **go bowling** with my family. My dad is really good and often wins but my mum never does. She is lucky if she manages **to knock down any pins**, but she doesn't mind. We all have a good time. What about you? What do you do at the

weekend? 

Rob 17

Posted 17/10

Bowling sounds like fun, I often hang out with my friends, too. We usually play computer games, but sometimes we like to do something different. We play mini golf. We don't **compete with** each other, but we always have fun.

Sandy 18

Posted 20/10

I love mini golf, I always have a good time when I play with my friends, but we don't go that often. I rarely have any **spare time** at the weekend because I am in a football team. We usually have **practice** on Saturdays and we often have a match on Sunday. My friends come to watch me play and they always **cheer very loudly**.

### б) Прочтите текст и отметьте предложения True/False. Исправьте неверные утверждения.

1. Mandy spends most weekends with her friends.
2. Her mum is a great bowler.
3. Mandy's mum is lucky and always knocks down the pins.
4. Rob's friends go bowling, too.

5. Rob thinks mini golf is not a serious game.
6. Sandy rarely plays golf.
7. Her football team plays a match every Sunday.
8. Her friends support when she plays.

**5. Напишите рассказ о Вашем досуге и распорядке дня в выходные дни.**

### Порядок слов в английском предложении

В отличие от русского языка, порядок слов в предложении в английском языке задан относительно жестко, поскольку он является одним из основных средств выражения отношений между словами. В английском языке выделяют четыре типа предложений:

- 1) *Утвердительное предложение*  
Victor drew up an invoice. Виктор выписал счет.
- 2) *Отрицательное предложение*  
Victor didn't draw up an invoice. Виктор не выписывал счета.
- 3) *Вопросительное предложение*  
Did Victor draw up an invoice? Выписал ли Виктор счет?
- 4) *Побудительное предложение*  
Please draw up an invoice. Выпишите, пожалуйста, счет.

В отличие от русского языка, в английском языке в первых трех типах предложений обязательно должны присутствовать как подлежащее, так и сказуемое, причем в утвердительных и отрицательных предложениях вначале идет подлежащее, а затем сказуемое:

- Подлежащее Сказуемое*
- I didn't sign the contract*  
(Я не подписывал контракта.)
- It is cold here.*  
(Здесь холодно.)
- They are from Moscow.*  
(Они из Москвы.)

В утвердительных предложениях члены предложения располагаются обычно в следующем порядке:

Обстоятельство	Подлежащее	Сказуемое	Косвенное и прямое дополнение	Обстоятельство
(At night)	Children all people <b>Sleep</b> An economist He <b>Plans</b>	<b>sleep</b> need gives <b>plans</b> must make increase	sleep rest. production. plans. production.	long. (at night).

I sent the letter **by e-mail**.

The parties introduced additions **into the contract**.

**Yesterday** we received five letters.

He'll open a letter of credit

**tomorrow**.

In 2005 Mr. Brown worked **in Moscow**.

Я отправил письмо по электронной почте.

Стороны внесли дополнения в контракт.

Вчера мы получили пять писем.

Он откроет аккредитив завтра.

В 2005 году м-р Браун работал в Москве.

Косвенное дополнение (отвечает на вопрос **кому?**) стоит в предложении перед прямым дополнением (отвечает на вопросы **кого? что?**):

Give him the documents.

Дай ему документы.

I often send Mr. Brown e-mails.

Я часто отправляю электронные письма м-ру Брауну.

Косвенное дополнение может стоять в предложении и после прямого дополнения, если оно имеет при себе предлог to:

Send this letter **to Mr. Brown**.

Отправь это письмо м-ру Брауну.

I wrote this letter **to you**.

Я написал это письмо Вам.

Don't give this document **to him**.

Не давай ему этот документ.

### Отрицательное предложение

Отрицательные предложения можно образовать, вводя в повествовательное предложение слова с отрицательным значением: never – никогда, nobody – никто, not – нет, nothing – ничто. В английском предложении может быть только одно отрицание.

Том никогда не ходит на танцы.

Tom never goes dancing.

Он ничего там интересного не увидел.

He saw nothing interesting there.

Если отрицание относится к глаголу, оно сигнализируется словом not. Not опережается всегда одной из 24 форм специальных личных глаголов (о которых речь идет при образовании вопросительных предложений). Эти формулы (за исключением am) могут составлять с not аббревиатуру, т. е. отдельные слова.

Специальные глагольные формы с not:

is not – isn't

could not – couldn't

can not – can't (cannot)

have not – haven't

are not – aren't

may not – mayn't

has not – hasn't

must not – mustn't

do not – don't

need not – needn't

might not – mightn't

were not – weren't

should not – shouldn't

will not – won't

does not – doesn't

shall not – shan't

would not – wouldn't

did not – didn't

was not – wasn't

## Вопросительное предложение

В английском языке различаются следующие типы вопросительных предложений:

1. Общие – General Questions.
2. Специальные – Special Questions.
3. Альтернативные – Alternative Questions.
4. Разделительные – Disjunctive Questions.

Только в специальных вопросах, относящихся к подлежащему или к его определению, используется прямой порядок слов.

Who saw tom?

Кто видел Тома?

Whose book is on the table?

Чья книга на столе?

В вопросительных предложениях используется обратный порядок слов, который отличается от порядка слов в утвердительных предложениях тем, что сказуемое или часть сказуемого ставится перед подлежащим.

В такого типа вопросах выступает соответствующая личная форма специального глагола, т. е. одно из следующих слов: am, is, are, have, has, was, were, had, do, does, did, can, could, may, might, shall, should, will, would, must, need, used to, dare, ought to.

Слова do, does и did, выступающие в группе специальных глаголов, являются вспомогательными (функциональными словами), и не следует их путать с формами смыслового глагола do, does и did в значении «делать». Например:

Tom did a lot of work last summer.

Том сделал много работы прошлым летом (где did – сделал).

Did Tom do a lot of work last summer?

Сделал ли Том много работы прошлым летом?

(где did – вспомогательный глагол в прошедшем времени, а do – смысловой глагол «делать»).

*Сравните:*

How many books did Tom read last summer?

Сколько книг прочитал Том прошлым летом?

(did – вспомогательный глагол в прошедшем времени).

Если личная форма специального глагола является сказуемым (или его частью) в повествовательном предложении, то в соответствующем вопросительном предложении перед подлежащим эта форма ставится перед подлежащим.

Tom can swim.

Том умеет плавать

Can Tom swim?

Умеет ли Том плавать?

### Таблица с вопросительными словами

People	Things/ Animals Actions	Place	Time	Quantity	Manner	Reason
Who Whose Which What	What Which	Where	When How long What time How often	How much How many	How	Why

– *Who* используется без существительного, чтобы задать вопрос о людях.  
Who wrote “Gone With the Wind”?

– *Whose* используется для выражения принадлежности. “Whose gloves are these?” “They’re Tony’s.”

– *Which* используется для обозначения людей, животных или предметов или перед существительными, перед one/ones или of. Which is their office? Which coat is his? I’ve got two dictionaries. Which one would you like to use? Which of these applicants will be called for an interview?

– *Which* обычно используется, когда выбор ограничен. Which are your favourite precious stones – diamonds or emeralds? (there are only two kinds of precious stones to choose from – limited choice)

– *Which* может также употребляться с сравнительной и превосходной степенями прилагательных. Which is cheaper, a salcon car or a convertible? Which is the easiest way to do it?

– *What* используется отдельно или перед существительным, чтобы задать вопрос о чем-либо. What can I do for you? What size shoes do you wear? What is also used for people, animals and things when there is an unlimited choice. What kind of films do you enjoy watching? (there are many films to choose from – unlimited choice)

– *What* может быть использовано в этих шаблонах: What ... like?, What ... for?, What colour?, What size?, What kind/sort?, What time?, What is he like?, What is it used for? etc. What are you waiting here for?

– *What + be...like* – это вопрос о характере; *what...look like* – это вопрос о внешности. “What is Fiona like?” “She’s kind and helpful.” “What does Fiona look like?” “She’s tall and slim.”

– *What* and *which* иногда взаимозаменяемы: What/Which subjects do you teach?



## Упражнения

### 1. Образуйте отрицательную, вопросительную и вопросительно-отрицательную форму следующих предложений.

*Example: That's good. That isn't good. Is that good? Isn't that good?*

1. That's a good idea.
2. He could decide what to do.
3. It's difficult to make a decision.
4. He was planning to go with her.
5. She'd like to go with us.
6. They were making an attempt to plan her future.
7. She would consider going back east.
8. There's a chance he'll go.
9. He spent a few days in the mountains.
10. It's easy to make a decision.
11. That's a practical idea.
12. They should try to plan for the future.

### 2. Переведите, соблюдая порядок слов английского предложения.

1. Я каждый день хожу в университет. 2. В университете работают профессора и преподаватели. 3. Студенты учатся в университете. 4. В университете они изучают иностранный язык.

### 3. Сделайте предложение отрицательным, переставив подлежащее и дополнение.

1. Peter helps George. 2. George thanks Peter for his help. 3. The inspector will visit the workers. 4. The teacher asks the students. 5. The economist consults the expert.

### 4. Расположите слова в правильном порядке. Переведите получившиеся предложения.

1. I / School / of / Energy. / and / a /am / student /the / Technology / Higher / of / first-year
2. and / at / Institute / I / Economics. /the /of / Management / study
3. My / microeconomics. / class / favourite / is
4. have / classes / you / How / every /day? / many / do
5. We / do / and / lectures / miss / not /our / classes
6. to / early / them. / be / order / in / I / late / for/ get / to / up / not / have
7. an / to / me / It / hour / it. /get / to / about / takes
8. student / a / I'm / full-time
9. years / He / is / thirteen / old.
10. an / engineer. / is / My / father

**5. Заполните пропуски: *what, when, which, who, whose, why, how, how many, how much, how often, what time, where or how long.***

1. "... Who... has been wearing my coat?" "Sue has."
2. "... do you go to the cinema?" "About once a month."
3. "... pencil case is this?" "It's John's."
4. "... one of you is the tallest?" "I am."
5. "... are you doing tomorrow?" "I'm going to the beach."
6. "... size are your shoes?" "Size 5."
7. "... shall we meet for dinner?" "About 8 o'clock"
8. "... star sign are you?" "I'm Libra."
9. "... cheese would you like?" "400 grams please."
10. "... did you go on holiday?" "I went to the Caribbean."
11. "... cars has your family got?" "We've got two."
12. "... do you get to school?" "By bus."
13. "... did you call him?" "To confirm his travel arrangements."
14. "... did you start French lessons?" "Two years ago."
15. "... motorbike is parked outside?" "It's Julie's"
16. "... have you lived in America?" "Three years."

**6. Задайте вопросы к выделенным словам.**

1. It costs **ten pounds**. *How much does it cost?*
2. Janet lives in **the centre of London**.
3. I wash my hair **three times a week**.
4. **Her friend** rented a new apartment.
5. Ann is **friendly**.
6. **Mrs. Brown** wants to see Sally.
7. The weather is **hot** today.
8. It takes **two hours** to get from here to London.
9. This record costs **£9**.
10. Megan has been **to Australia**.
11. He hasn't done his homework **because he didn't have time**.
12. ET was directed by **Steven Spielberg**.
13. **Rachel's** grandmother was a famous actress.
14. We're going to leave **at 6 pm**.
15. **The sad music** made Rosemary cry.
16. Sue's new neighbours are **Richard and Judy Day**.
17. They'll have finished painting the house **by Wednesday**.
18. The maths test was **difficult**.
19. I didn't buy it because **it cost too much**.
20. It took me **two hours** to finish the report.
21. He was travelling **by boat**.

**7. Заполните пропуски: *which or what.***

Jim: 1) *What* shall we do this afternoon?

Tim: We could go to an art gallery.

Jim: That's a good idea. 2) ... one?

Tim: We could go to the Barbican or the Tate.

3) ... one would you like to go to?

Jim: I don't know 4) ... exhibitions have they got on at the moment?

Tim: I'm not sure. I think the Barbican has got Van Gogh's early paintings and the Tate has got a special Picasso exhibition.

Jim: Oh, 5) ... artist do you prefer?

Tim: I think probably Van Gogh. 6) ... about you?

Jim: Yes, I agree. I particularly love his early work.

Tim: Great. Well, let's go to the Barbican then. 7) ..... time do you want to go?

Jim: I'm ready any time. Tim: OK, let's go now. The only problem is I don't know 8) ... station to get off at.

Jim: Oh, I've got a guidebook in one of the drawers in my desk.

Tim: 9) ... drawer, the one on the left or the right?

Jim: On the left, I think.

Tim: 10) ... does it look like?

Jim: It's red and yellow.

**8. Используйте предлоги в скобках, чтобы получились вопросы к следующим утверждениям:**

1. Fred is very unhappy. What *is he unhappy about?* (about)
2. I went to the cinema last night. Who...(with)
3. My grandfather comes from France. Where exactly ...(from)
4. Craig had an argument. Who...(with)
5. My brother's going on holiday tomorrow. Where...(to)
6. I bought a book yesterday. What...(about)
7. I got a letter today. Who ...(from)
8. I fixed the shelf today. What ...(with)
9. I've got to buy a present. Who ...(for)

**9. Заполните пропуски вопросительными словами: who, what, whose or which.**

1. "Who had the scissors last?" "John did."
2. "... kind of shoes do you want to buy?" "I want to buy boots."
3. "... did the thief look like?" "He was tall and thin."
4. "... trousers are these?" "They are John's."
5. "... would you like for Christmas?" "I would like a bicycle."
6. "... size shirt do you take?" "I take a size sixteen."
7. "... colour do you want?" "I would like the blue one."
8. "... won the race?" "I think Nigel Mansel did."
9. "... pop group do you like best?" "I like The Dooleys best."
10. "... is your favourite painting?" "Guernica".
11. "... house was broken into last week?" "Bill's was."
12. "... did you go to the cinema with last night?" "I went with Sam."
13. "... is your favourite book?" "Jane Eyre."

### Текст № 3. Market and Command Economies

Economics is a science that analyzes what, how, and for whom society produces. The central economic problem is to reconcile the conflict between people's unlimited demands with society's ability to produce goods and services. In industrial Western countries markets are to allocate resources. The market is the process by which production and consumption are coordinated through prices. In a command economy, a central planning office makes decisions on what, how, and for whom to produce. Economy cannot rely entirely on command, but there was extensive planning in many Soviet bloc countries. A free market economy has no government intervention. Resources are allocated entirely through markets. Modern economies in the West are mixed and rely mainly on the market but with a large dose of government intervention. The optimal level of government intervention remains a problem which is of interest to economists. The degree of government restrictions differs greatly between countries that have command economies and countries that have free market economies. In the former, resources are allocated by central government planning. In the latter, there is not any government regulation of the consumption, production, and exchange of goods. Between the two main types lies the mixed economy where market and government are both of importance.

#### Словарный минимум к текстам для дополнительного чтения

economics [i:kə'nɒmiks] n. – 1) экономическая наука; 2) экономика

economic [i:kə'nɒmik] adj. – 1) экономический; 2) экономически выгодный; рентабельный

economical [i:kən'ɒmɪkəl] adj. – 1) экономный, бережливый; 2) экономичный

economist [i'kɒnəmist] n. – экономист

economize [i'kɒnəmaɪz] n. – экономить; экономно расходовать или использовать

economy [i'kɒnəmi] n. – хозяйство, экономика

command [kə'mɑ:nd] economy – централизованно управляемая экономика; нерыночная экономика

free market ['ma:kit] economy – свободная рыночная экономика

mixed [mɪkst] economy – смешанная экономика

society [sə'saɪəti] n. – 1) общество, общественный строй; 2) общество, организация, ассоциация

produce [prə'dju:s] v. – производить, вырабатывать

production [prə'dʌkʃn] n. – производство

demand [dɪ'mɑ:nd] n. – спрос; требование; запрос; потребность

demand for smth – спрос на что-л.

to be in high/low demand – пользоваться большим / небольшим спросом

good [gʊd] n. – товар, изделие

service ['sɜ:vɪs] n. – услуга

market ['ma:kit] n. – рынок

allocate ['æləkeɪt] v. (smth to / in smth, smb) – 1) размещать, распределять (что-л. куда-л., кому-л.); 2) ассигновать (что-л. на что-л., кому-л.)  
 resource(s) [ri'sɔ:s(ɪz)] n. – ресурс(ы), средства  
 consumption [kən'sʌmpʃn] n. – потребление  
 through [θru:] prep. – через; посредством; благодаря  
 price [praɪs] n. – цена  
 at high / low prices – по высоким / низким ценам; при высоких / низких ценах  
 price for / of a good – цена товара, цена на товар  
 plan [plæn] v. – планировать  
 planning ['plæniŋ] n. – планирование  
 decision [dɪ'sɪʒn] n. – решение  
 to make a decision – принимать решение  
 rely [ri'laɪ] v. (on smb, smth) – полагаться (на кого-л. или что-л.)  
 entirely [ɪn'taɪəli] adv. – полностью, всецело  
 government ['gʌvənmənt] n. – правительство  
 intervention [ɪntə'veɪʃn] n. – вмешательство  
 government intervention – государственное вмешательство  
 level ['levl] n. – уровень  
 at a certain level – на определенном уровне  
 restriction [rɪ'strɪkʃn] n. – ограничение  
 (the) former ['fɔ:mə] adj. – первый (из двух названных)  
 (the) latter ['lætə] adj. – последний (из двух названных); второй  
 regulation [ˌregju'leɪʃn] n. – регулирование  
 government regulation – государственное регулирование  
 both [bəʊθ] adj. pron. – оба, обе; и тот и другой  
 importance [ɪm'pɔ:təns] n. – важность, значение  
 to be of importance – быть важным, иметь (большое) значение

### 1. Ответьте на вопросы.

1. What is the central economic problem of a society?
2. What is the market?
3. What is the function of the market in an industrial country?
4. How are decisions made in a command economy?
5. In what way does a free market economy differ from a command economy?
6. To which type do most economies in the West belong?
7. To which type does the economy of present-day Russia belong?
8. Is the level of government regulation growing or falling in Russian economy now?

### 2. Определите по суффиксам, к какой части речи относятся следующие слова:

economist, production, productivity, highly, mechanism, worker, limitless, manager, consumption, entirely, restriction, government, technical, decision, priceless, extensive, mainly, population.

### 3. Отработайте чтение числительных.

а) 8,861 – eight thousand eight hundred and sixty-one

38; 189; 375; 23,633; 1,879; 211; 40,100; 71,213; 1,001,700; 43,641,788;  
73,233,441

б) 1892 – eighteen ninety-two; 1900 – nineteen hundred; 1802 – eighteen o

[ou] two; 2002 – two thousand and two

1343; 1799; 2000; 1908; 1999; 1954; 1603.

## Урок 2. Мой родной город

### Лексика

town	небольшой город	show smb.	показать
suburbs	пригороды	around	достопримечательности
city	крупный город	lovely	прекрасный
center	центр	mountain	гора
region	регион	to defend	защищать
capital	столица	to leave	оставить, уехать
republic	республика	to belong	принадлежать,
district	округ	interesting	интересный
former	бывший	to visit	посещать
cultural	культурный	alley	аллея
trade	торговля	café	кафе
transport	транспорт	palace	дворец
resort	курорт	concert	концерт
special	особенный	to develop	развивать
to stretch	растягиваться	museum	музей
to attract	привлекать	gallery	галерея
to construct	создавать	restaurant	ресторан
century	столетие	stadium	стадион
to produce	производить	gym	тренажерный зал
to destroy	разрушать	theatre	театр
economic	экономический	cinema	кино
enterprise	предприятие	cathedral	собор
fortress	крепость	church	церковь
to impress	производить впечатление	traffic	дорожное движение
monument	памятник	exhibition	выставка
memorial	мемориал	tourist	турист
popular	популярный	to recommend	порекомендовать
population	население	climate	климат
to restore	восстанавливать	city centre	центр города
countryside	сельская местность	station	вокзал
		meal	еда
		coast	побережье

industry	промышленность	native	родной
famous	знаменитый		
favourite	любимый		
hometown	родной город		
square	площадь		
historical	исторический		

### Текст № 1. Big Sochi – the best place on the Earth!

Hello, everyone! Here is Julia Kovaleva again. This time I'll tell you about my lovely hometown – Sochi. I am sure everyone knows where Sochi is. For those who are not really sure I remind that it is situated on the Black Sea coast about 1500 km south from Moscow. But what makes this city so special? Sochi is called the city of three seasons. High mountains defend our town from the cold north winds. So the climate is warm and we have no cold frosty winters here. As we usually say, “The golden autumn slowly turns into the early spring”. When golden leaves slowly fall down on the earth the first flowers begin to blossom. Sochi is the only northern subtropical city in Russia. One can bathe in the Black Sea from May till October because the water of the Black Sea is still warm.

The water of the Black Sea contains many chemical substances such as iodine, chlorine, bromine, sulphates, carbonates, sodium, potassium, etc. All of them react with your body and make you healthier. There are many mineral water springs in Sochi and its area. Have you ever heard the name Big Sochi? Sochi is one of the most stretched cities along the sea coast – it is 148 km long! Small towns and cities Adler, Khosta, Kudepsta, Dagomys and Lazarevskoye belong to Big Sochi! Our town is very beautiful and attractive for people. Every year a lot of tourists come in Sochi to have a rest, to swim in the warm sea and visit interesting places. Park Riviera is in the centre of the town. It was founded more than one hundred years ago. It's a large park with different plants and flowers. There are some interesting places in the park. For example, the Glade of Friendship, where you can see trees which were planted by famous people visiting our town. In the park you can visit the summer theatre, different attractions for children, Aquarium with fish from all over the world, the alley of Russian writers and a lot of cafes where you can try meals of Caucasian people. Our railway station and sea port are very beautiful and the theatre looks like a palace. We have a big concert hall near the sea port where you can listen to pop singers or concerts of classical music. In Soviet times Sochi was a quickly developing port, industrial and resort city on the Black Sea. The government spent money on the city to help it grow and build modern homes. Many streets in the center of Sochi look like the center of Moscow built in 30s and 50s. Until now the favourite residence of Russian Presidents was Bocharov creek (ручей). Ski resorts of Krasnaya polyana, warm blue waters of Black Sea, luxurious tennis courts create irresistible atmosphere around the place. I guess, I have taken a lot of your attention already. You know yourself what a popular resort is Sochi nowadays. So every person who comes to our

town can find activities for his taste and we say “Welcome to Sochi, the town of Winter Olympic Games. Just buy the ticket and have your suitcases packed!”

**1. Прочитайте и переведите слова на русский язык.**

Remind, season, wind, frosty, blossom, subtropical, bathe, contain, chemical, substance, iodine, chlorine, bromine, sulphates, carbonates, sodium, potassium, react, healthy, mineral water, attractive, attraction, plant, planted, alley, writer, singer, classical, sympathy, residence, luxurious, creek, tennis court, irresistible, atmosphere, illumination, nowadays, suitcase, suburb, region, republic, federal, soviet ,resort, railway, port, countryside, industry, industrious, educational institution, golden autumn, northern, stretched city, cultural, taste, district, trade, damage, escape.

**2. Ответьте на вопросы:**

1. Where is Sochi situated?
2. Why is the climate warm in our town?
3. What park is in the centre of the town?
4. What can you see and visit in the park?
5. When will the future Winter Olympic Games be in Sochi?

**3. Напишите, являются ли предложения True или False.**

1. Sochi is situated on the White Sea coast.
2. The climate is warm and the winters aren't cold.
3. Park Riviera is not old.
4. There is a beautiful railway station in Sochi.
5. Near the sea port there is a big concert hall.
6. In 2014 there will be Summer Olympic Games in Sochi.

**4. Переведите на английский язык:**

1. Мой родной город был основан во время царствования Николая I.
2. Первое укрепление на месте современного Сочи было названо в честь императрицы Александры.
3. Во время Великой отечественной войны немецкие войска дважды захватывали наш город.
4. Владимир – один из древнейших русских городов.
5. Мягкий климат и плодородные земли всегда привлекали захватчиков на берега Кубани.
6. Великий русский изобретатель Владимир Комаров жил и работал в нашем городе.
7. Современный Новороссийск – это крупнейший портовый город на побережье Черного моря.
8. Наш город является одновременно крупным индустриальным и историческим центром региона.



## Discussion

### 5. Спроси своего друга:

**Вопросы студента А (Не показывать студенту В).**

**Вопросы студента В (не показывать студенту А).**

#### Вопросы студента А

1. Are cities good things?
2. What is your favorite city?
3. How are city people and country people different?
4. What are the biggest problems with living in cities?
5. What damage do cities do to the countryside?
6. When does a town become a city?
7. Which world city do you think would be the best to live in?
8. How will cities in the future be different from those today?
9. If you were city mayor, what changes would you make to your city?
10. Which city would you choose as capital of the world and why?

#### Вопросы студента В

1. Do you prefer city or country life?
2. What do you like and dislike about the capital city of your country?
3. What do you think are the world's three greatest cities and why?
4. Is the capital city of a country always that country's best city?
5. Is it better to grow up in the city?
6. How are the cities in your country different?
7. Do you think there'll be more and more cities in the world?
8. What's the best way to deal with traffic problems in a city?
9. Are cities beautiful?
10. Is it possible for a city to escape social problems?

### 6. Ответьте на следующие вопросы:

1. What is your native place? Where were you born? Why is called so? Where is it situated?
2. When was your hometown founded? Is it large or small? What is its population?
3. Is it an industrious centre? What are the industries?
4. What is the main street of the town? What is it like? Is it wide, straight, well-illuminated?
5. Which street do you live in? Is it far from the centre of the town? Do you live in a large block of flats or in a small house?
6. What is your town famous for? Are there any interesting museums in your town? Where are they situated? Do you often go to the museums or exhibitions?
7. Are there any squares and historical monuments in the town? What are they? What events are they connected with? Which is the best place to start sightseeing from?

8. What are the educational institutions of your native town?
9. Do you study in your hometown or you just live here while studying?
10. Do you like the city where you study? Why and why not?
11. Do you know the history of your hometown?
12. Do you know any famous people who were born in your hometown?
13. What are the places of interest in your hometown?
14. What is your favourite place in your hometown?
15. What is the cultural life of your home town?
16. Are there any squares and monuments in the town? What are they?
17. What are the historical monuments of the past?
18. Do tourists come to your town? What attracts them? What do you recommend them to visit?
19. Why do you like your town?

### **7. Составьте рассказы, используя заданные слова.**

#### *My favourite place in my town*

to like the city, streets, straight, avenues, shady parks and gardens, squares, monuments, wonderful fountains, to sparkle in the air, to walk, wide and clean alleys, to breathe the fresh air to be full of perfume of flowers, to enjoy the sight, to be situated, to feel the beauty and sense of life, cosy, green.

#### *The traffic in my town*

heavy, traffic, to cross the street, gap in the traffic, to stay long, traffic lights, rush hours, the flow of cars, to reach the house, difficult, numerous lights, a trolleybus, a bus, a taxi, a tram, to be overcrowded, to squeeze into a bus, to flag down a taxi, to move in the direction, to rush into buses.

#### *Cultural life of my town*

theatres, cinemas, philharmonic society, to be rich, to be fond of, to enjoy, performance, to start, to be over, a matinee, evening performance, to buy a ticket, to go to the theatre (cinema), festival, concerts, variety show, Drama Theatre, Comedy Theatre, to be a cinema-goer, to enjoy.

#### *The district I live in*

to live, far from the centre, well-planned, dwelling area, multistoried building, shops, stores, cinema-halls, sportsgrounds, hospital, polyclinic, parks, squares, cafes, to line up the streets, factory, plant, noisy, quiet, to overlook (the park / street), schools, the noise of the transport, heavy traffic, monument, museum.

## **Многофункциональные глаголы to be, to have, to do**

### **Глагол to be**

Повторите формы глагола “to be” (см. приложение, таблица 1)

*Употребление глагола to be*

– Глагол to be употребляется в следующих значениях.

1. В качестве смыслового глагола (быть, находиться)

I am at the lesson.	Я (нахожусь) на уроке.
He is in the garden.	Он (находится) в саду.
He was at home yesterday.	Вчера он был дома.

2. В качестве глагола-связки (быть, являться)

He is a student.	Он студент / Он является студентом.
The pencil is black.	Карандаш черный.
His dream is to go to England.	Его мечта – поехать в Англию.

3. В качестве вспомогательного глагола для образования сложных личных форм глагола (группы Continuous и Passive Voice). Как вспомогательный глагол он теряет свое смысловое значение и выражает только грамматические категории смыслового глагола – время, лицо, число, залог, наклонение. Сам же смысловой глагол ставится в неличной форме.

Don't talk! They are writing a test.	Не разговаривайте! Они пишут контрольную работу.
We were told about it only yesterday.	Нам сказали об этом только вчера.
This article was written by Professor N last week.	Эта статья была написана профессором Н. на прошлой неделе.

4. В качестве модального глагола долженствования (в сочетании с инфинитивом с частицей to) для выражения необходимости, обусловленной заранее намеченным планом или договоренностью. В данном значении глагол to be употребляется только в Present и Past Indefinite.

He is to come at 5.	Он должен приехать в 5.
When is he to return?	Когда он должен вернуться?
I was to meet them at the station.	Я должен был (мне надо было) их встретить на станции.
We are to finish this work next week.	Мы должны (нам предстоит) кончить эту работу на следующей неделе.
This work is to be finished next week.	Эта работа должна быть закончена на следующей неделе (эту работу необходимо закончить).

Помимо долженствования, сочетание глагола to be с пассивным инфинитивом может выражать возможность.

These books are to be bought everywhere now (can be bought).	Эти книги можно купить везде сейчас.
This man is to be relied upon.	На этого человека можно положиться.

This phenomenon is not to be observed in winter (cannot be observed).

Это явление нельзя наблюдать зимой

### *Два значения сочетания to be + Infinitive*

– Глагол to be, за которым следует инфинитив с частицей to, может иметь два следующих значения:

#### 1. Глагол-связка

His task is to explore this region.

Его задача – обследовать этот район (состоит в том, чтобы обследовать...).

#### 2. Модальный глагол

*а) модальный глагол долженствования:*

He is to explore this region.

Он должен (ему предстоит) обследовать этот район.

Отрицательная форма обычно выражает запрещение:

You are not to enter this room without knocking.

В эту комнату нельзя входить без стука.

*б) модальный глагол, выражающий возможность:*

Such stars are to be seen only in the evening.

Такие звезды можно видеть только вечером.

## **Глагол to have**

Повторите формы глагола “to have” (см. приложение, таблица 2)

*Употребление глагола to have*

– Глагол to have употребляется:

1. В качестве смыслового глагола (иметь, обладать)

I have a new English book. У меня есть новая английская книга.

He has got a brother. (He has a brother). У него есть брат.

*Примечания:* 1. Наряду с глаголом have в значении иметь, обладать употребляется сочетание have got.

2. В настоящее время в вопросительных предложениях помимо форм Have you a brother? Have you got a brother? употребляется также форма Do you have a brother?

3. В качестве вспомогательного глагола для образования сложных личных форм глагола. Как вспомогательный глагол он теряет свое смысловое значение и выражает только время, лицо и число смыслового глагола (смысловой глагол выражается неличной формой).

Spring has come.  
He had translated this lesson by  
Monday.

Весна пришла.  
Он перевел этот урок к  
понедельнику.

4. В качестве модального глагола долженствования (в сочетании с инфинитивом с частицей *to* для выражения необходимости, обусловленной внешними обстоятельствами. В данном значении он употребляется во всех трех временах. Помимо обычного перевода *надо, нужно, должен*, он часто переводится словом *приходится*.

He had to take a taxi to get to the  
University in time.

Ему пришлось (он должен был)  
взять такси, чтобы приехать в  
университет вовремя.

On Mondays he has to get up very  
early as his lectures begin at 8 o'clock.

По понедельникам ему приходится  
вставать рано, так как лекции  
начинаются в 8 часов.

The child had to be sent to the hospital  
as it was badly hurt.

Ребенка пришлось (надо было)  
отправить в больницу, так как он  
сильно ушибся.

You will have to come here again.

Вам придется (надо будет) прийти  
сюда снова.

Вопросительная и отрицательная формы в этом случае образуются при помощи вспомогательного глагола *to do* (для наст. и прош. времени).

They had to go to the University  
yesterday.

**Did they have to** go to the  
University yesterday.

They **didn't have to** go to the  
University yesterday

- Глагол *to have* в сочетании с рядом существительных употребляется для выражения процессов и как таковой может употребляться в любой форме (Indefinite, Continuou т. д.).

*to have dinner (breakfast, supper)* обедать (завтракать, ужинать)

*to have a talk (a walk, a rest)* разговаривать (гулять, отдыхать)

Did you have a good rest last  
Sunday?

Ты хорошо отдыхала (отдохнула)  
прошрое воскресенье?

When do you usually have  
lunch?

Когда ты обычно обедаешь?

Have you had your supper?

Ты поужинал?

He was having a talk with our  
dean when I came.

Он разговаривал с нашим деканом,  
когда я пришел.

- оборот *to have + существительное (или местоимение в объектном падеже) + Past Participle* выражает действие, совершаемое кем-то для лица, обозначенного подлежащим.

I must have my hair cut.	Мне надо постричься (не сам, а меня постригут).
I always have my hair cut here.	Я всегда здесь стригусь (меня стригут).
He had his watch repaired yesterday.	Он починил часы вчера (не сам починил, а ему починили)
I shall have old coat cleaned next week.	Я вычищу свое старое пальто на следующей неделе (т.е. мне его почистят).
Where do you have your clothes cleaned?	Где ты чистишь свою одежду? (где тебе чистят одежду?)
When did you have your suit pressed?	Когда ты гладил костюм? (тебе гладили)

### Глагол to do

– Глагол to do употребляется:

1. В качестве смыслового глагола *делать*.

He does everything in time. Он делает все вовремя.

2. Для замены смыслового глагола-сказуемого в Present и Past Indefinite во избежание повторения.

I do not know her address but my mother does.

Я не знаю ее адреса, а мама знает.

My brother reads better than I do.

Мой брат читает лучше, чем я (читаю).

Who took my book? Jack did.

Кто взял мою книгу? Джек (взял).

3. В качестве вспомогательного глагола – для образования вопросительной и отрицательной форм Present и Past Indefinite Active Voice и отрицательной формы повелительного наклонения.

Does he speak English?

Он говорит по-английски?

He didn't come yesterday.

Он не пришел вчера.

Don't take my book.

Не бери мою книгу.

Don't be late!

Не опаздывай.

4. Для усиления сказуемого в Present и Past Indefinite Active и усиления повелительного наклонения. В русском языке такое усиление передается частицами *же, ведь, таки*, словом *действительно* или интонацией (ударением).

I asked her not to come here, but she **did** come.

Я просил ее не приходить сюда, но она все же пришла.

He does know French well.

Он ведь (же) хорошо знает французский язык.

This did happen there.

Это действительно случилось там.

Do go there!

Иди же туда!

Do take my book. I don't need it today.

Пожалуйста, возьми мою книгу. Она мне не нужна сегодня.

Do be attentive.

Будьте же внимательны!

Do visit this museum.

Неприменно посетите этот музей.

### Оборот **there is / there are**

Оборот **there is / there are** служит для выражения наличия или отсутствия какого-либо предмета в определенном месте или в определенное время.

– Если в предложении есть обстоятельство (слово или группа слов, отвечающих на вопрос «Где?»), то перевод следует начинать с обстоятельства.

Will there be many people at the party? На вечеринке будет много людей?

– Если в предложении нет обстоятельства, то переводим оборот “there is” словами: есть, имеется, существует, находится, наблюдается, было.

There are various types of financial instruments. Существует несколько видов финансовых инструментов.

#### Present Indefinite

There is a picture on the wall.

На стене картина.

Is there a picture on the wall?

На стене есть картина?

There are pictures on the wall.

На стене картины.

Are there pictures on the wall?

На стене есть картины?

#### Past Indefinite

There was a picture on the wall.

На стене была картина.

Was there a picture on the wall?

На стене была картина?

There were pictures on the wall.

На стене были картины.

Were there pictures on the wall?

На стене были картины?

#### Future Indefinite

There will be pictures on the wall.

На стене будут картины.

Will there be pictures on the wall?

На стене будут картины?

Выбор формы глагола **to be** зависит от числа существительного, следующего сразу за ним:

There is a chair and two armchairs in the room.

There are two armchairs and a chair in the room.

Вопросительные предложения с оборотом **there is / there are** строятся следующим образом.

*Общий вопрос:* Is there anything in the bag? Will there be classroom, aren't there?

*Специальный вопрос:* What is there in the bag?

*Разделительный вопрос:* There are some pupils in the classroom, aren't they?

## Упражнения

### 1. Вставьте to be или to have в нужной форме:

1. We do not ... any questions. 2. He ... born in 1989. 3. We ... a lot of rooms in our hotel. 4. It ... an interesting film. 5. Who ... any ideas? 6. He ... a student five years ago. 7. What ... he now? 8. ... you got enough money about you? 9. These ... my guests. 10. Where ... the key to my room? – It ... on the table. 11. What do you ... for breakfast? 12. Mary ... a manager in three years. 13. Who ... a pen? 14. He ... a student, not he? 15. This man ... in the next room. 16. What ... the price? 17. How ... you? I ... fine. 18. How ... your friend? 19. ... he any children? 20. Tomorrow we ... a meeting at the conference hall. 21. ... you a sportsman? 22. They ... no time to lay the table. 23. Cars ... four wheels. 24. There ... 25 suites in our hotel now.

### 2. Вставьте to be в нужной форме.

1. There ... a new cloth on the table.  
2. There ... much work last week.  
3. ... there any telegrams from Moscow? Yes, there ... some.  
4. ... there ... a flight for Moscow tomorrow? Yes, there ...  
5. There ... much snow last winter.  
6. There ... a lot of stars and planets in space.  
7. ... there ... a lift in your future house? Yes, there ...  
8. Some years ago there ... many old houses in our street.  
9. There many large cities in our country.  
10. ... there a lamp over the table? Yes, there  
11. There ... 7 days in a week.  
12. There ... many places of interest in London.  
13. Soon there ... a new film on.  
14. There ... no books on the table.  
15. There ... 4 seasons in a year.  
16. When I came into the room there ... nobody there.  
17. There ... a conference next week.  
18. ... there anything tasty for dessert?  
19. Recently ... a big rise in the cost of living.

### 3. Напишите следующие предложения в прошедшем и будущем временах.

1. There is much snow in winter. 2. There are 5 theatres in our city. 3. There is no lift in our house. 4. There are many new books in our library. 5. There is little milk in the bottle. 6. There are 3 rooms in our flat. 7. There is a map on the wall.



**4. Закончите предложения. Вставьте there is, there are, there was, there will be, there would be.**

1. The journey took a long time, ... a lot of traffic.
2. "... a new restaurant nearby?" – "Yes ... a restaurant at the corner."
3. "... a bookshop near here?" – "Yes, ... one in Hill Street."
4. When we got to the cinema, ... a queue outside.
5. A few days ago ... a storm.
6. ... an accident
7. If people drove more carefully, ... fewer accidents.
8. ... nothing interesting on television, so I turned it off in King Street yesterday.
9. "Do we have any eggs" ... "... some in the fridge."
10. I think everything will be OK. I don't think ... any problems.
11. Look at the sky. ... a storm.
12. "Is there a school in this village?" – "Not now. ... one, but it closed."
13. I think ... a speed limit on this road.

**5. Сравните значение глагола «быть» в этих предложениях, переведите предложения на русский язык. Сделайте их отрицательными.**

1. The meeting is to take place in our Institute.
2. He is a second-year student.
3. There is a good library in our Institute.
4. She is speaking to the professor now.
5. I was very busy yesterday.
6. They are to carry out many interesting experiments.
7. He was to return the book after the lecture.

**6. Переведите предложения, учитывая разные функции и перевод глагола "to be".**

1. We are ready to start a new business.
2. There were no disputes about the company strategy.
3. He said they were to make the payment by a letter of credit.
4. There are many bank deposits which keep pace with inflation.
5. Their relations are stable and mutually beneficial.
6. There will be a steady demand for such products.
7. He is presenting the new company structure at next month's meeting.
8. There is no public ownership of land in that country.
9. The company is not required to report to parliament.
10. Their machines have been exported to Europe.
11. The seller was to deliver the goods as soon as the buyer paid for them.
12. The contract is always signed by both parties.
13. The department is presently undergoing major reorganisation.
14. This industry is dominated by a single firm.
15. Today they are to prepare all the documentation for tomorrow's meeting.
16. The system is complicated by the involvement of three different ministries: finance, transportation and trade.
17. Some workers were trying to find alternative work, when most went on strike.
18. Even before this summer there were reports that prices were falling across many parts of this sector.

**7. Составьте предложения (утвердительное, отрицательное, вопросительное) с глаголом “be”.**

**Пример: he / not / be / an accountant. – He is an accountant. He isn't an accountant. Is he an accountant?**

1. you / be / hungry.
2. they / not / be / at home.
3. when / be / the party ?
4. she / be / kind.
5. they / be / German.
6. you / be / late?
7. I / be / from London?
8. they / be / sad.
9. where / be / you?
10. how old / be / she?

**8. Переведите на русский язык предложения, содержащие оборот “to be + of + существительное”.**

1. This book on economics is of great interest.
2. Independent work at the library is of great value to every university student.
3. These new machines may be of use on farms.
4. Knowledge of foreign languages may be of great importance to everybody.

**9. Переведите, используя оборот There is или it is в нужном времени.**

1. На улице много машин. 2. В Лондоне сейчас холодно? 3. Было поздно, и мы пошли домой. 4. Было несколько интересных предложений, но ему они не понравились. 5. Людей на улице не было, потому что было очень поздно. 6. Недалеко от моего дома есть хорошее кафе. 7. В нашем городе зимой много снега. 8. Есть хорошая новость!

**10. Вставьте there is или it is, переведите.**

1. ... fine today. 2. ... an underground station not far from my house. 3. ... nearly 10 o'clock. 4. ... a pity that you can't come with me. 5. ... no place like home. 6. ... a lot of work to do this afternoon.

**11. Сравните значение глагола “to have” в этих предложениях, переведите предложения на русский язык. Сделайте их отрицательными.**

1. We have many interesting books on physics.
2. We have already finished our work.
3. We have got four lectures a day.
4. Have you seen him today?
5. I have already read this book.
6. I have to repeat this experiment.
7. He has to stay at the office.
8. They had to stop their work.

## **12. Заполните пропуски “to have to” или “to be to”.**

1. I can't go with them as I ... (to be) at the Higher School at 9.30.
2. If you want to understand this phenomenon better, you ... (to look through) some articles devoted to this problem.
3. As this question is not solved the meeting ... (to be put off).
4. At 10 a.m. he ... (to make a report), I think it will be interesting to listen to him.
5. As he made many mistakes in his last work he ... (to rewrite) it.

## **13. Переведите предложения, учитывая разные функции и перевод глагола “to have”.**

1. This company has always spent a large part of its annual budget on the improvement of its products.
2. The company will have to reduce prices for its goods if the demand falls.
3. Nations with large territories but which are not too large in population may have a relatively high degree of economic security.
4. They have to buy raw materials and sell their products in the world market.
5. The bank announces that it will have to cut jobs and to restructure its business.
6. For centuries most nations had high tariffs and many restrictions on international trade.
7. Belgium had to specialize only in some manufactured goods, for example, in cars.
8. With its large territory, the United States has always been interested in the development of domestic market.
9. These changes have affected employment in engineering and agriculture.
10. When the University had some financial difficulties, it got support from the government.
11. There has been a significant increase in the importance of Japan as a source of imports.
12. Each country has its economic problems and has to develop its own policy in order to make progress.
13. Before he joined the company he had worked in marketing.
14. When they started doing business, foreign investments had already doubled.
15. If an economist has two different models, he chooses the model that predicts the results more accurately.

## **Текст № 2. Rostov-on-Don**

Rostov-on-Don was founded in 1749 as a Temernik customs house to control foreign trade at the intersection of important trade routes close to the Turkish border. 12 years later a big fortress was founded and then built according to the project of famous military engineer D. Rigelman. The fortress occupied a large territory. It was a nine-angled construction with thick walls, watch towers and machine guns on every of the nine points. It had six gates. The fortress was named in honour of the Russian

Metropolitan Dmitry Rostovsky. Later the town which emerged round the fortress on the right bank of the river Don was named Rostov-on-Don.

The town developed rapidly due to its favourable geographic position though the fortress by that time had lost its military and political significance. By the end of the 19th century Rostov had become the centre of cellulose, cast-iron foundry, tobacco and other industries and it continued to grow and expand, and in 1916 Rostov was a town with the population of 200 thousand people.

Present-day Rostov has many aphoristic names: “The Gates of the Caucasus”, “The Capital of the Don Land”. These names reflect the administrative-geographical position of Rostov and its economic significance.

If you take a stroll along the main street of the town Bolshaya Sadovaya street which is the compositional axis of the city centre, you'll see many architectural monuments: the building of the City Administration, the stores “Buratino” and “Ocean”. The cinema-house “Komsomolets” (former “Olymp”), the State bank. It is hard to believe that this street was almost completely destroyed during the war (from the Railway Terminal up to the State bank), and then reconstructed. The II World War (The Great Patriotic War) brought great destruction for Rostov. Two thirds of the buildings were totally destroyed. As a result, many of them could not be restored to their original form.

Rostov has many remarkable monuments connected with the II World War Among them: the memorial in the Theatralnaya Square, “Zmiyevskaya Balka”, the Eternal flame in Karl Marx Square. For courage displayed in the fight against fascism Rostov-on-Don was awarded the order of the Patriotic War of the First Degree.

### **1. Приведите русские эквиваленты следующим словам:**

A busy street, right in the centre, dwelling area, to go sightseeing, to see the sights, heavy traffic, an impressive memorial, a well-planned district, historical monument, a newly-built stadium, agricultural machinery, wood-processing, food-producing industry.

### **2. Объедините слова из группы А со словами из группы В.**

A. Impressive, historic, cultural, economic, industrial, beautiful, important, famous, ancient, oldest, newly-built, well-planned, heavy, right/left, favourable, large, trade.

B. Centre, fortress, memorial, theatre, traffic, enterprise, monument, cathedral, stadium, building, district, bank, positions, territory, route.

### **3. Приведите английские эквиваленты следующему:**

Таможня, крепость, торговля, торговый центр, контролировать, основать, был основан, занимать, большую территорию, сторожевые башни, назван в честь кого-л., развиваться быстро, расти, расширяться, восстановить, разрушить, выгодное географическое положение, достопримечательности, исторические памятники, вуз, мемориал, послевоенные годы, деревообрабатывающая промышленность, производственное объединение.

#### **4. Ответьте на вопросы:**

1. When was Rostov-on-Don founded? 2. The Temernik customs house was built at the intersection of trade routes, wasn't it? 3. When did the construction of the fortress start? 4. What was the fortress like? 5. Who was it named after? 6. Where did the town emerge? 7. Due to what factor did the town grow rapidly? 8. When did it become an important industrial centre? 9. What was the population of Rostov in 1916? What is the population of the city now? 10. Did Rostov suffer greatly during the II World War? 11. Are there many monuments connected with the events of the II World War? 12. What museums, theatres would you like to show to the guests in Rostov? 13. What sport facilities are there in Rostov? 14. What are the most beautiful places of the city?

#### **5. Проверьте свои знания истории Вашего родного города.**

1. Which date is considered the foundation date of Rostov: 1749 when the Temernic customs-house was set up or 1761 when the fortress named after Dmitry Rostovsky was founded?  
2. When was Rostov's coat of arms adopted?  
3. Why did Rostov grow faster than the other contemporary towns?  
4. Which of the streets in the centre of the present-day city was initially the central street of Rostov?  
5. When was the building of the present State Department store constructed?  
6. Who was the 5 cupolas cathedral situated at the place present day Square of Soviets named after?  
7. When did the first tram run along Bolshaya Sadovaya Street?  
8. When was the theatre named after M. Gorky built?  
9. Which outstanding actors worked on the stage of Gorky Drama theatre?  
10. When was Rostov-on-Don liberated from the nazi occupation?

#### **6. Ответы на вопросы викторины:**

1. 1749. 2. 1811. 3. due to most favourable geographic position. 4. Staro-Potchtovaya, now Stanislavsky street. 5. 1910, arch. Pustovoitov. 6. Alexander Nevsky. 7. December, 1901. 8. 1934-35, on the project of academician V. Shchuko and prof. V. Galfreich. 9. N. Mordvinov, G. Zavadsky, Vera Maretskaya, Rostislav Plyatt. 10. February, 14, 1943.

#### **7. Задавайте вопросы:**

a) the history of Rostov, b) Rostov during and after the war; c) the main industrial enterprises; d) Rostov as the cultural centre.

**8. Раскройте следующие утверждения. Добавьте информацию из текста.**

1. Rostov is a rather young city 2. Rostov has changed much during the last 50 years. 3. Rostov is a great cultural centre in the South of Russia. 4. Rostov is an important educational centre.

### 9. А. Опишите:

- a) the centre of the city; b) the residential area you live in;
- c) sport facilities in Rostov; d) the parks and squares of Rostov.

**В. Ролевая игра «Я гид».** Представьте себе, что Вы являетесь гидом, который проводит экскурсию по городу для группы туристов. Что бы Вы ответили на следующие вопросы:

- a) What places of interest would you show to your guests?
- b) What would you say about the past of the city?
- c) What memoral places connected with World War II would you show your guests?
- d) What street would you advise your guests to take a stroll along (прогуляться) to get to know the city better?

### Пример диалога:

- **Tour guide:** "Good morning everyone! My name is... and I will be your guide today. We are going to explore the beautiful city of .... Let's start with ..."

- **Tourist:** "Hi! Can you tell us something about the history of this place?"

## Урок 3. О себе

### Лексика

to be born	родиться
to finish school	закончить школу
to be at school	быть в школе
to study	учиться
1) at university 2) economics	1) в университете 2) изучать экономику
to start work	начать работать
birthday	день рождения
to enter a university	поступить в университет
to graduate from university	закончить университет
to pass an exam	сдать экзамен
to fail an exam	провалить экзамен
to get married	выйти замуж
to grow up	вырасти
first-year student	первокурсник
to come from	приехать
to be called	называться
elder	старший
younger	младший
to live with parents	жить с родителями
project	проект
software developer	разработчик программного обеспечения

schedule	расписание
hostel	общежитие
housewife	домохозяйка
gardening	садоводство
challenging	интересный
to be interested in smth.	интересоваться чем-л.
foreign languages	иностранные языки
favourite (a)	любимый
subject (n)	предмет
include	включить
classmate	одноклассник
lecture (n)	лекция
class (n)	занятие
examination session	экзаменационная сессия
vacation	каникулы
weekend	выходные
engage (in)	заниматься
occasionally	время от времени
undertake review	конспектировать лекции
homework	домашняя работа
balance	баланс
full-time student	студент дневного отделения
in order to (prep)	для того, чтобы
take notes (v)	записывать, конспектировать
to read up for (v)	готовиться к экзамену
to lag behind (v)	отставать от
to miss	1) пропускать; 2) скучать

### Текст № 1. About myself

My name is Alexander, and I am a first-year student at the Higher School of Technology and Energy. I study management and economics there. I'm a full-time student. I live in a student hostel.

I come from a small town in Leningrad region which is called Ivangorod. I have a big family. I have an elder brother and a younger sister. My brother's name is Ivan. He is 22 years old. He also studies economics at a local college. My sister's name is Maria. She is 11. She is still at school. Ivan and Maria live with our parents. My father is a software developer. My mother is a housewife. She enjoys gardening.

I was interested in mathematics when I was at school and now it's my favourite subject. I love studying, but sometimes it's challenging. So I must work hard in order not to lag behind the group. The English language is rather difficult for me but I know it is very important for me. I also study Russian, the history of Russia, computer science, and some special subjects.

My daily schedule includes classes and lectures. Our lectures begin at 9.30. So I have to get up early in order not to be late for them. I go to the Higher School by

underground. It takes me about one hour to get to it.

There are 26 students in our group. I have some friends among my classmates. We attend our classes together. We do not miss our classes and lectures. We usually take notes at the lectures as it will be easier to pass our exams. We'll take exams at the end of term. After examination session we'll have vacation.

At the weekends, I engage in leisure activities. These include playing football and watching movies. I occasionally go to cinemas, theaters, museums, and exhibitions with my friends. However, I also undertake note review and do my homework. It is essential to strike a balance between study and free time.

### **1. Ответьте на вопросы к тексту:**

1. Where does he study?
2. Where does he come from?
3. Does he have any brothers or sisters? How old are they?
4. What do his parents do?
5. What are his favourite subjects?
6. What time do his lectures start?
7. How does he go university?
8. How long does it take?
9. What does he do at weekends?

### **2. Используйте словосочетания, приведенные выше, чтобы рассказать о себе.**

How old are you? I'm twenty-two years old (I'll be twenty-five next week).

When were you born? I was born on the 26th of October 2006.

When is your birthday? My birthday is on the 2nd of March.

Where were you born? I was born in Moscow. It's my home town.

When did you go to school? I went to school at the age of six. (I went to school in 2014 when I was seven.)

When did you enter the university? I entered it in 2024.

### **3. Прочитайте следующие диалоги:**

#### **Dialogue 1**

A: I'd like to know you better, Tony. How old are you?

B: I'm twenty-eight.

A: Oh, you look much younger.

B: Thank you. In fact, you are the first person to tell me that. Everybody says I'm older.

#### **Dialogue 2**

A: When were you born, Boris?

B: On the 10th of September 1949.

A: You are almost half my age.

B: Oh, is it really possible? You look so young!



A: Well, you can look at my date of birth in my passport. Here you are.

B: Honestly, you don't look your age, really.

### **Dialogue 3**

Professor: When was Charles Dickens born?

Student: In the XIXth century... Well, I don't know exactly.

Professor: And do you know when George Bernard was born?

Student: I'm afraid I can't remember that either.

Professor: You should know such dates if you want to become a teacher of English.

### **Dialogue 4**

Husband: Now we have to fill in this form. Well, today's date is (writing down) 18 August 2023. Name. Smith Paul and Nancy. Nationality, British, Date of birth. Mine is 11 December 1993. Yours? When were you Nancy?

Wife: Stop joking, Paul. You know pretty well when I was born.

Husband: Ah yes. 22 August 1996. Let's go on. Place of birth. I was born in Leeds. You? I can never remember that place.

Wife: You are talking too much, Paul. Put down, Llanwern.

Husband: Thank you. That's all. We are through with it (Мы закончили с этим).

### **Dialogue 5**

A: Is your family big, Mr. Morton?

B: Not very. To be exact, "very small". I'm alone

A: You have never married, have you?

B: No. In fact, I'm a bachelor.

A: I hope you don't mind my asking, but aren't you thinking of marrying some day?

B: That's all right, Mr. Glebov. Well, one can never tell.

### **Dialogue 6**

A: Is your family large, Mrs. Hall?

B: Yes, rather. I have a husband and three children. Besides, my old mother lives with us.

A: Are your children grown up yet?

B: Oh yes. The elder son, Paul, works at a factory, our daughter, Nancy, studies at a Secretarial College, and the younger son, Alan, is finishing school.

### **Dialogue 7**

A: Tell me, Nancy, do your children work yet? What do they do?

B: Well, John is a driver and Ann works in a hospital.

A: Do they help you much about the house?

B: Not very much. They come home very tired. Anyhow John likes to do something in the garden on Sunday and Ann cleans the rooms, does some shopping and cooking.

## Dialogue 8

A: You say you have an elder sister, what's her name? Katrine, Kate for short. She was called after our granny (grandmother). Father wanted her to be called after his mother.

B: Well, Kate is quite a popular name with Englishmen as well as Katya is with Russians.

A: I'd like them to meet and have a talk like we do.

**4. Разыграйте с партнером микродиалоги, заменяя выделенное курсивом словами в скобках.**

## Dialogue 1

– How old are you?

– I'm *twenty-two* (nineteen, twenty-nine, over forty, fifty odd (за пятьдесят), forty-five).

## Dialogue 2

– What were you doing in 2007?

– I was in the army in *2007*. (winter 1998, summer 2003, July last year; I had finished school, I was just sitting for my exams at the college, I was travelling in France, I was just visiting the UK).

## Dialogue 3

– What relation are you to Patrick (Ann).

– He (She) is my *cousin* (brother-in-law, mother-in-law, stepmother, grandfathe aunt, niece, nephew).

## Dialogue 4

– What relation is Philip to Nancy?

– Well, they are *cousins*. (husband and wife, uncle and niece, brother and sist friends, bride and bridegroom, newly weds).

## Dialogue 5

– Is his (her) family large or small?

– Well, he (she) is a bachelor. (unmarried, a widower (widow), single, divorced, an orphan, childless).

**5. Прочитайте диалоги по ролям. Задайте аналогичные вопросы друг другу.**

## Dialogue 1

A. Where do you study?

B. I'm a student at the Higher School of Technology and Energy. And you?

A. I study at St. Petersburg University. So, you are a future technology Engineer, aren't you?

B. Yes I am. I have always liked chemistry. And what will be your future profession?

A. Philology. I study the English language. What year are you in?

B. I'm in my first year. And what year are you in?

A. I'm in my second-year student. I'm not a full-time, but a part-time student. I work and go to the University in the evenings.

B. How many times a week do you have classes?

A. Four times a week and two lectures a day.

B. Is it hard to be a part-time student?

A. Yes, I have no free time during the week or at weekdays.

B. Good luck then. I don't want to keep you any longer.

## **Dialogue 2**

A. What subjects do you study in your first year?

B. We study chemistry, mathematics, physics, engineering drawing, computer science, a foreign language, history and some others.

A. What is your favourite subject?

B. It is chemistry. It is also the key subject at our institute. I became interested in chemistry when I was at the secondary school.

A. When do the lectures and classes start?

B. Usually at 9.30. But sometimes we start at 11 o'clock.

A. How long does it take you to get to the higher school?

B. Oh, I live quite near, so I walk there.

## **6. Ответьте на вопросы о себе.**

1. What can you say about your family in general?

2. Who do you want to be?

3. What subject is your weak point?

4. How many lectures (classes) do you have a day?

5. What time do you get up?

6. How many students are there in your group?

7. What do you usually do in your free time?

8. How many brothers (sisters) have you?

9. What is brother's profession (trade)?

10. Where do your parents come from?

11. Is your sister married? (Who is your sister's husband?)

12. What's the name of your mother/father?

13. What are your uncles name?

## **7. Как Вы спросите?**

I am a first-year student.

I want to be an accountant.  
She works as a manager.  
In my free time I play football.  
I'm from Russia.

### 8. Скажите по-английски:

1. Сколько Вам лет? – Мне 22 года. 2. Когда Вы родились? – Я родился 26 июля 1996 года. 3. Сколько лет Вашему сыну? – Ему четырнадцать. 4. Где Вы родились, м-р Браун? Я родился в Канаде, но отец и мать британцы, так что я англичанин. 5. Я гражданин Российской Федерации, я родился в 1994 году в городе Калуге. 6. Когда у Вас день рождения? 7. Интересно, сколько лет мистеру Смиру. Он выглядит очень молодо. Мне бы хотелось знать, где Вы живете.

9. Напиши письмо другу с рассказом о себе, где учишься, чем занимаешься в свободное время и т. д.

## Степени сравнения прилагательных и наречий

– Суффикс **-er** или слово **more** перед прилагательным или наречием указывают на **сравнительную степень сравнения**.

– Суффикс **-est** или слово **(the) most** – на **превосходную степень**.

higher – выше

more significant – важнее, более важный

the highest – самый высокий

the most significant – важнейший, самый (наиболее) важный.

– Если слово most (of) относится к существительному, оно переводится «большинство», «большая часть».

## Слово “most” и его значения

**MOST** + прилагательное имеет значение *самый*

**MOST** + существительное имеет значение *большинство, большая часть*

**MOST** + **of** + артикль/указательное или притяжательное местоимение + существительное имеет значение *большинство*

– Если слово most (of) относится к существительному, оно переводится «большинство», «большая часть».

– **Most** иногда переводится «крайне», «очень», «весьма». В таких случаях перед ним нет артикля “the”.

This is a most interesting book. – Это *весьма (крайне)* интересная книга.

### Примеры:

1. These are the most interesting books on economics. – Это самые интересные книги по экономике.

2. Keynes is the most famous economist. – Кейнс – самый известный экономист.

3. Most countries of Central Europe belong to developed countries. – Большинство (большая часть) стран Центральной Европы относятся к развитым странам.

4. Most reports at the conference were made in English. – Большинство докладов на конференции было сделано на английском языке.

5. Most of the time was spent on the analysis of the statistical data. – Большая часть времени была затрачена на анализ статистических данных.

6. Most of his books were translated into other languages. – Большинство его книг было переведено на другие языки.

7. Most of these journals are bought by the university library. – Большинство этих журналов покупается университетской библиотекой.

– Степени сравнения прилагательных и некоторых наречий образуются не по правилу:

good – хороший well – хорошо	better – лучше	the best – (наи)лучший, самый лучший, лучше всего
bad – плохой badly – плохо	worse – хуже	the worst – (наи)худший, самый плохой, хуже всего
much – много many – много	more – больше, более	the most – самый большой, наибольшее количество
little – мало, маленький	less – меньше, менее	the least – наименьшее количество, меньше всего, самый маленький
far – далекий, далеко	farther – более далекий; further – дальнейший (по порядку), добавочный	the farthest, the furthest – самый далекий (дальний), дальше всего
late поздний, поздно	later – более поздний, позднее; latter – последний (из двух)	latest – самый поздний, позднейший, позднее всего (всех); last – (самый) последний

– Если перед сравнительной степенью стоят слова much, far, still, то их следует переводить – гораздо, намного, значительно (т. е. они усиливают сравнительную степень).

а much higher solids content – гораздо (намного) более высокое содержание твердых веществ

a far more critical situation – гораздо более серьезное положение

– Прилагательные и наречия употребляются в следующих сравнительных конструкциях:

As...as – такой же...как, так же... как

Not so...as, not as...as – не такой...как, не так...как

Than – чем

As (large, low, rapidly etc.) as possible – как можно (больше, ниже, быстрее и т.д.)

This boy is as tall as my bother. – Этот мальчик *такой же высокий, как* мой брат.

The work should be done as rapidly as possible. – Работа должна быть выполнена *как можно быстрее*.

This model is easier than that model. – Эта модель легче, чем та модель.

This room is *not so* light *as* that one (that room). – Эта комната не такая светлая, как та (комната).

My brother is taller *than* I (am). – Мой брат выше, чем я.

There are more (fewer) English books on the top shelf *than* on this one. – На верхней полке больше (меньше) книг на английском языке, *чем* на этой.

He has more(less) free time *than* you have. – У него больше (меньше) свободного времени, *чем* у Вас.

### **Сравнительная конструкция the...the чем...тем**

The + прилагательное (наречие) в сравнительной степени...+ the + другое прилагательное (наречие) в сравнительной степени – чем...тем.

The longer is the night, the shorter is the day. – Чем длиннее ночь, тем короче день.

The more we read, the more we know. – Чем больше мы читаем, тем больше мы знаем.

## **Упражнения**

**1. Образуйте сравнительную и превосходную степени сравнения прилагательных, обращая внимание на правила правописания.**

few, high, low, fast, easy, cheap, necessary, proper, big, important, essential, serious, old, expensive, small, early, costly, great, efficient, desirable, large, heavy, warm, light, important, good, bad

**2. Образуйте степени сравнения прилагательных, обращая внимание на артикли.**

1. The central regions of the country are (industrialized) than northern parts.
2. Living conditions in some Latin American countries are (bad) than in developing Asian countries.
3. It was (easy) to make a decision than economists thought.
4. This is (important) stage in the processing of the product.
5. Nowadays mining plants use (modern) machines than ten years ago.

6. Bananas require (hot) climate for growth than potatoes.
7. Consumers were interested in (cheap) goods of (high) quality.
8. Sometimes the work of a farmer is (difficult) than that of an industrial worker.
9. Food, clothes and a house are (necessary) things for man's life.
10. Angola is known as a (little) developed country.

**3. Укажите, в каких предложениях most имеет значение «большинство».**

1. Economist is the most popular profession with young people now.
2. Most economic problems are discussed by the government at the meetings every week.
3. The USA is the most industrialized country in the today.
4. The supply of fuel is one of the most serious problems of most European countries.
5. The President usually makes the final decision about social programs in the country.
6. Most of the lands in the North of the country have no been used yet.
7. The problem of economic independence is most essential for developing countries.

**4. Переведите предложения, учитывая особенности перевода степеней сравнения прилагательных и наречий.**

1. More than 90 percent of the nation's total trade has recently been done on its territory.
2. And the more countries adjust their economies to cope with inflation, the closer they come to hyperinflation.
3. Most of the lands in the North of the country have not been used yet.
4. Consumers are interested in cheaper goods of as high quality as possible.
5. Hospitality industry is one of the fastest-growing industries now.
6. The longer inflation continues, the more the economy learns to live with it.
7. The problem of economic independence is the most essential for developing countries.
8. Command economy relies more on planning than on prices.
9. Knowledge of foreign languages is much more important now than it was some 40 years ago.
10. Government intervention in Sweden is as low as in Denmark or, probably, lower.
11. Land quality is more important for agriculture than for other industries.
12. If we want to have a clearer picture of economic life in the country, we must have more reliable information.
13. In the 18th century the greatest part of national income in most European countries came from import and export tariffs. These days they play a less role.
14. Governments can influence for whom goods are produced most effectively in economies with higher levels of government regulation.
15. If other things are equal, this firm will do the work better than the others.

**5. Переведите следующие предложения с конструкцией «the..., the...» (чем..., тем...).**

1. The higher the temperature, the more heat is produced.
2. The faster an object moves, the more air resistance there is.

3. The lower the atomic weight or atomic number of the inert gas, the lower its boiling and melting points.

4. The greater the difference in temperature between two points, the more heat will flow per second.

**6. Заполните следующие предложения словами “many” / “much”:**

1. How \_\_\_\_\_ does this book cost?
2. \_\_\_\_\_ rain has fallen on the mountains.
3. He doesn't know \_\_\_\_\_ English.
4. He hasn't \_\_\_\_\_ money.
5. Have they \_\_\_\_\_ books?
6. Are there \_\_\_\_\_ students absent today?
7. Too \_\_\_\_\_ teachers went to the concert.
8. There isn't \_\_\_\_\_ food in the house.
9. Does she take \_\_\_\_\_ interest in it?
10. I haven't \_\_\_\_\_ time.

**7. Образуйте отрицательные прилагательные, используя приставки in- im- ir- un- , dis-:**

1. ...sympathetic
2. ...polite
3. ....patient
4. ....responsive
5. ....formal
6. ....emotional
7. ....responsible
8. ....critical
9. ....co-operative
10. ....consistent
11. ...proper
12. ...known,
13. ...honest,
14. ...reliable

**8. Выберите правильный вариант, используя отрицательные приставки.**

1. It was very ..... to be late for the meeting and not even apologize.

- a) polite b) emotional c) formal

2. He prefers ..... meetings, where everybody can relax and feel comfortable.

- a) patient b) responsive c) formal

3. It takes two to tango. They should both try to be less .....

- a) critical b) co-operative c) formal

4. He signed the contract without reading it. What an ..... attitude!

- a) emotional b) responsive c) responsible

5. She'll criticize you one day and praise you the next. How can anyone be so .....

- a) patient b) emotional c) consistent

6. I think he is too ..... He seems to accept whatever people say, without thinking.

- a) co-operative b) critical c) formal

**9. Определите часть речи слов и переведите на русский язык:**

operate, operation, operable, inoperable



peace, peaceful , peacefully  
science, scientist, scientific  
generate, generation, generator  
achieve, achievement, achievable

**10. Составьте наречия из прилагательных с суффиксом –ly, обращая внимание на правила правописания:**

usual, ready, main, local, efficient, significant, profitable, experimental, general, certain, direct, common, current, primary, ultimate, efficient, main, frequent, rough, constant, independent.

**11. Найдите антонимы:**

low – efficient – hard – loss – uncertain – very fast – costly – undesirable – high – conservation – inefficient – moderate – cheap – easy – certain – desirable.

**12. Образуйте прилагательные с суффиксом -able от этих глаголов и переведите их:**

understand, rely, respect, profit, count, break, change, combine, complete, confirm, control, convert, decide, predict, read, recognize, trust.

**13. Выберите правильный вариант:**

1. Martin was the (more talented / most talented) of two brothers.
2. Of the three shirts I like the blue one (better / best).
3. My dog is the (prettier / prettiest) of the two.
4. There are nine planets in our solar system and Pluto is the (farther / farthest).
5. Mary is the (tallest / taller) of two girls.
6. The boss likes my plan the (better / best) of the two.

**Текст № 2. Money and Its Functions**

**1. Переведите текст и отработайте его чтение. Найдите в тексте: 1) неполные предложения (3); 2) предложения со сравнительной конструкцией the ... the ... (2); 3) союз for, который переводится союзом «так как».**

Money has four functions: a medium of exchange or means of payment, a store of value, a unit of account and a standard of deferred payment. When used as a medium of exchange, money is considered to be distinguished from other assets. Money as the medium of exchange is believed to be used in one half of almost all exchange. Workers exchange labour for money, people buy or sell goods in exchange for money as well. People do not accept money to consume it directly but because it can subsequently be used to buy things, they wish to consume. To see the advantages of a medium of exchange, imagine a barter economy, that is, an economy having no medium of exchange. Goods are traded directly or swapped for other goods. The

seller and the buyer each must want something the other has to offer. Trading is very expensive. People spend a lot of time and effort finding others with whom they can make swaps. Nowadays, there exist actually no purely barter economies, but economies nearer to or farther from the barter type. The closer is the economy to the barter type, the more wasteful it is. Serving as a medium of exchange is presumed to have for centuries been an essential function of money. The unit of account is the unit in which prices are quoted and accounts are kept. In Britain, for instance, prices are quoted in pounds sterling; in France, in French francs. It is usually convenient to use the same unit to measure the medium of exchange as well as to quote<sup>1</sup> prices and keep accounts in. However, there may be exceptions. During the rapid German inflation of 1922-23 when prices in marks were changing very quickly, German shopkeepers found it more convenient to use US dollars as the unit of account. Prices were quoted in dollars though payment was made in marks. The same goes for<sup>2</sup> Russia and other post-communist economies who used the US dollar as a unit of account, keeping their national currencies as means of actual payment. The higher is the inflation rate, the greater is the probability of introducing a temporary unit of account alongside the existing units for measuring medium of exchange. Money is a store of value, for it can be used to make purchases in future. For money to be accepted in exchange, it has to be a store of value. Unless suitable for buying goods with tomorrow, money will not be accepted as payments for the goods supplied today. But money is neither the only nor necessarily the best store of value. Houses, stamp collections, and interest-bearing bank accounts all serve as stores of value. Finally, money serves as a standard of deferred payment or a unit of account over time. When money is borrowed, the amount to be repaid next year is measured in units of national currency, pounds of sterling for the United Kingdom, for example. Although convenient, this is not an essential function of money. UK citizens can get bank loans specifying in dollars the amount that must be repaid next year. Thus, the key feature of money is its use as a medium of exchange. For money to be used successfully as a means of exchange, it must be a store of value as well. And it is usually, though not always, convenient to make money the unit of account and standard of deferred payment.

### **Пояснения к тексту**

<sup>1</sup> to quote [kwəʊt] – регистрировать, называть

<sup>2</sup> the same goes for... – то же самое относится к...

### **Словарный минимум к тексту**

medium ['mi:diəm] n. (pl. media) – средство, способ

exchange [ɪks'tʃeɪndʒ] n. – обмен

medium of exchange – средство обмена; средство обращения (как функция денег)

exchange for smth – в обмен на что-л.

exchange v. (smth for smth) – менять, обменивать (что-л. на что-л.)

exchange rate – обменный курс

the exchange rate of rouble against US dollar – обменный курс рубля по отношению к американскому доллару

means [mi:nz] n. (употребляется с глаголом в ед. или мн. числе) – средство, средства

store [sto:] n. – запас, резерв

store of value – средство сбережения, средство образования сокровища; средство «сохранения стоимости» (как функция денег)

store v – накапливать, запасать; хранить

account [ə'kaʊnt] n. – 1) расчет, подсчет; 2) счет; запись финансовых операций

unit of account – расчетная единица

to keep an account – вести счет

defer [di'fɜ:(r)] v. – откладывать, отсрочивать

deferred payment – отложенный, отсроченный платеж

distinguish [di'stiŋɡwiʃ] v. (smth from smth) – отличать, различать (одну вещь от другой); (between things) – проводить различие (между двумя вещами)

accept [ək'sept] v. – принимать

barter ['bɑ:tə(r)] n. – бартер (способ торговли, состоящий в обмене товарами и услугами без использования денег)

trade [treid] v. – 1) (in smth with smb) торговать (чем-л. с кем-л.); 2) (smth for smth) обменивать (что-л. на что-л.)

trade n. – торговля

swap [swɒp] v. (smth for smth) – менять (что-л. на что-л.) (употребляется преимущественно для обозначения бартерных операций)

swap n. – обмен

to make a swap – произвести обмен

expensive [iks'pensiv] a. – дорогой

nowadays ['naʊədəɪz] adv. – в наше время, в наши дни, теперь

actually ['æktʃʊəli] adv. – фактически, на самом деле

actual ['æktʃʊəl] a. – фактический

wasteful ['weɪstfl] a. – неэкономный, расточительный

waste [weɪst] v. – расточать, попусту тратить, терять (время, средства)

convenient [kən'veɪniənt] a. – удобный

exception [ɪk'sepʃn] n. – исключение

with the exception of this bank – за исключением этого банка

rapid ['ræpɪd] a. – быстрый, скорый

currency ['kʌrənsɪ] n. – валюта

temporary ['tempərəri] a. – временный

alongside [ə'lɒŋ'saɪd] prep. – наряду с, вместе с

finally ['fainəli] adv. – в конце концов, в заключение

repay [ri'peɪ] (repaid [ri'peɪd] repaid) v. – возвращать (долг)

loan [ləʊn] n. – заем, ссуда

## 2. а) Ответьте на вопросы к тексту.

1. What are the main functions of money? 2. How important is the function of money as a medium of exchange? 3. Why do people accept money as a medium of

exchange? 4. What is barter economy? 5. Why are barter economies wasteful? 6. When don't national currencies serve as units of account? Give examples. 7. When is money used as a standard of deferred payment?

**б) Подумайте и скажите:**

1. Why are goods actually more expensive if the means of payment are different from the units of account?

2. What measures can a seller take if money does not fulfil its function as a store of value properly?

**3. Переведите на русский язык предложения с парным союзом the ... the ...**

1. The greater a person's income, the more he will usually buy. 2. The higher the labour productivity, the lower the production cost. 3. The higher is the demand, the higher can the price for the commodity be. 4. The greater is the number of sellers in a market, the better choice can a buyer make. 5. The more inelastic is the demand, the more will a tax fall on purchasers rather than sellers. 6. The more efficiently is the equipment used, the higher is the labour productivity and the more effective is the production. 7. In each industry, the more workers there are, the greater is the total output of the good produced. 8. The higher the real wage, the more individuals the labour force comprises.

**4. Образуйте степени сравнения следующих прилагательных и наречий и переведите их на русский язык:**

a) large, old, few, new, high, poor, low; b) good, bad, little, many; c) important, reliable, effective, difficult, limited, developed, popular; d) effectively, soon, successfully, quickly, often, slowly, much, well

**5. Переведите предложения на русский язык, обращая внимание на различные сравнительные конструкции.**

1. Through macroeconomic policies the government attempts (пытаться) to stabilize the economy, keeping it as close (близкий) as possible to full employment with low inflation. 2. The statement (утверждение) "The stronger the government intervention, the higher the taxes" is not always true. 3. Nowadays events (событие) in other countries affect our daily lives much more than they did ten years ago. 4. The domestic price for grain that is much higher than the price in international grain market must have eventually been paid by the US taxpayers. 5. The stronger an economy, the more fully its currency performs its functions. 6. An asset which can be held for some time and then converted into money at the same price as its purchase price can be used as a store of value. 7. The prices for electricity next year are expected to be as high as this year and even higher. 8. The sales taxes vary from region to region, the taxes in our region are higher than those in the South.

**6. Переведите части предложений, которые даны в скобках по-русски.**

1. The taxable income next year is expected to be (выше, чем) this year. 2. In a period of rapid inflation, money cannot perform its function as a store of value (так

же хорошо, как) in periods with no or low inflation. This function comes to be (чаще) performed by real property assets (чем) by money. 3. The purchasing power of money is (намного ниже, чем) a year ago. 4. In Russia, the prices for farm products did not rise (так же значительно, как) the prices for inputs over the past decade. 5. If the demand for pounds is falling, it reflects the fact that pounds become (менее дорогие) to Americans and British goods, services, and assets can be bought (дешевле). This will make Americans demand (большие количества) of British goods, and finally (большие суммы) of pounds. 6. (Чем больше) labour is invested in a commodity, (тем выше) is its price. 7. Deutschemarks are known to have been used in post-communist Russia both as a unit of account and a store of value, though (не так широко, как) US dollars. 8. In the Russia of the late 1990s, the attractiveness (привлекательность) of gold bullions (слиток) as a store of value was (не такая высокая, как) the Central Bank had expected, for people could not sell them (по той же цене, которую) they paid for them.

## РАЗДЕЛ 2. ИНОСТРАННЫЙ ЯЗЫК ДЛЯ ОБЩИХ ЦЕЛЕЙ СОЦИАЛЬНО-КУЛЬТУРНАЯ СФЕРА ОБЩЕНИЯ

### Урок 4. Здоровый образ жизни

#### Лексика

fast food	быстрое питание, фаст-фуд
junk / unhealthy food	богатая калориями, нездоровая пища
fizzy drinks	газированные напитки
still / sparkling mineral water	негазированная / газированная минеральная вода
overweigh	избыточный вес
obesity	ожирение
chemical additives	химические добавки
to be harmful to one's health	вредный для здоровья
bad habit	вредная привычка
to lead a healthy lifestyle	вести здоровый образ жизни
to exercise regularly	регулярно заниматься физическими упражнениями
to avoid smoking	избегать курения
to eat healthy food	употреблять здоровую пищу
overeating	переедание
to be on a diet	сидеть на диете
to lose weight	худеть, сбрасывать вес
nutritionist [nju:'trif(ə)nɪst]	диетолог, специалист по питанию
nutrient ['nju:triənt]	питательное вещество
to be in a good shape	быть в хорошей форме
to ruin health	вредить здоровью, губить здоровье
to look after one's health	следить за здоровьем
to go jogging	выходить на пробежку
to go to the swimming pool / gym	ходить в бассейн / спортзал
to keep a balanced diet	соблюдать правильное сбалансированное питание
dairy products	молочные продукты
yoghurt ['jogət]	йогурт
meal	еда
to do morning exercises	делать утреннюю зарядку
to play sports	заниматься, увлекаться спортом
to have a good night's sleep	полноценно выспаться
regular medical checkups	регулярный медосмотр
vitamin supplements	витаминные добавки
fresh fruit	свежие фрукты
vegetables	овощи

## Текст № 1. Healthy lifestyle

Today healthy lifestyle is becoming more and more popular both with the old and the young. People have become more health-conscious. They say that the greatest wealth is health. And it's so true. The healthier we are, the better we feel. The better we feel, the longer we live.

A healthy diet is an essential part of staying healthy. We know that we should not stuff ourselves with fast food, sweets, sausages, pastry and fat food. Due to medical research, this type of food shortens our life, it leads to obesity, heart and blood vessels diseases, diabetes, gastric problems and lots of other serious ailments. To prevent all these problems we should enjoy well-balanced home-made meals with a lot of organic fruits, vegetables, dairy products, grains and seafood. We are what we eat.

Keeping fit and going in for sports is also important for our health. Lack of exercise in our life is a serious problem. In big cities people spend hours sitting in front of computers, TV-sets and other gadgets. We walk less because we mainly use cars and public transport. We certainly don't have to be professional sportsmen, but we should visit fitness clubs, go jogging, walk much, swim, go cycling or roller-skating or just dance. Doctors say that regular moderate physical activity is necessary for our body because it protects us from strokes and heart diseases, flue and obesity.

We must understand the harm of bad habits for our health. Smoking, drinking or taking drugs mean serious illnesses and even death from lung cancer or liver diseases, for instance. Cigarettes kill about 3 million heavy-smokers every year. Drug addicts die very young. So I think there is no place for bad habits in a healthy way of life.

Taking a proper rest and getting enough sleep, from 8 to 10 hours daily, are also great healthy habits. Sleep is the food for our brain and the rest for our muscles. Moreover, we should avoid getting nervous or worried for no reason.

Healthy way of life concerns our body, mind and soul. Healthy people live longer, they are more successful and they enjoy their life. I believe that it's not difficult at all to follow these simple rules, and they are worth it.

### **1. Заполнить пропуски, пользуясь словами и словосочетаниями, приведенными в таблице.**

1. Today ... is very popular nowadays.
2. Nowadays more and more people eat ... food such as hamburgers and chips at the restaurants.
3. I don't like... drinks, I prefer still mineral water.
4. Junk food has high caloric value which can lead to... and even obesity.
5. Junk food contains chemical ... that are very harmful to health.
6. Fast food is harmful to our health.
7. Smoking is a bad ...
8. To be healthy means to lead a healthy life style, to ... regularly, to eat healthy food and avoid smoking, alcohol abuse and overeating.
9. I am on a ... to lose weight.

10. They keep a balanced diet containing the essential ...s such as proteins, vitamins and minerals.
11. She is in a surprisingly good ...
12. I usually go ...ing every weekend.
13. I prefer low fat ...
14. I usually do my morning ...s before school.
15. It is vitally important to have a good night's ...
16. People should go for regular medical ...s in order to prevent physical health problems.
17. It is important to take care of our health and not to ... it with bad habits.
18. It is important to look ... your health.

## 2. Соедините слова.

1. sweet	a. goods
2. baked	b. health
3. to ruin	c. jogging
4. to play	d. cherries
5. medical	e. sports
6. to go	f. checkups
7. to do	g. supplements
8. to keep	h. morning exercises
9. vitamin	i. a balanced diet
10. dairy	j. products

## 3. Переведите на английский язык.

1. Они соблюдают правильное сбалансированное питание, содержащее необходимые питательные компоненты, такие как протеины, витамины и минералы.
2. Йога помогает мне быть в хорошей спортивной форме.
3. Вам нужно избегать курения и вести здоровый образ жизни.
4. Я выхожу на пробежку каждый день. Когда я возвращаюсь домой, я принимаю витамины и пью апельсиновый сок.
5. Каждый день нужно есть фрукты и овощи.
6. Ты выглядишь усталой и измотанной. Тебе нужно хорошо выспаться.
7. Я регулярно хожу на медосмотры. Я считаю, что каждый человек должен следить за своим здоровьем.

## Модальные глаголы и их эквиваленты

– Модальные глаголы показывают отношение говорящего к действию, выраженному инфинитивом. Например, сравните:

You can speak English. Вы можете (умеете) говорить по-английски.

You must speak English. Вы должны говорить по-английски.

You may speak English. Вы можете говорить по-английски. (Вас поймут)



Как видим, в одном и том же предложении изменение модального глагола меняет смысл всего предложения, т.е. меняется отношение к действию, выраженному инфинитивом. Модальные глаголы не имеют форм во всех временах, для этого употребляются их эквиваленты (заменители).

Вопросительные и отрицательные предложения с модальными глаголами строятся без вспомогательных глаголов: Can you help me? – Yes, I can. – No, I can't. Вы можете помочь мне? – Да. – Нет.

## MUST

must – должен, нужно, следует, должно быть;

must + инфинитив во времени Perfect (must have done) – должно быть, скорей всего, наверняка;

must + not – не должен, не следует, нельзя.

You must write it down now. Вы должны написать это сейчас.

Заменителями глагола must являются глаголы to have to и to be to, которые имеют некоторые дополнительные оттенки значения. Глагол have to означает долженствование, вызванное обстоятельствами, вынужденную необходимость, в то время как глагол to be to – долженствование, связанное с расписанием, планом или заранее сделанной договоренностью.

She had to stay at home. – Она вынуждена была (ей пришлось) остаться дома.

The train was to arrive at 8 in the evening. Поезд должен был прибыть в 8 вечера. (По расписанию).

После модальных глаголов и некоторых их эквивалентов инфинитив употребляется без частицы to.

Заменителями модального глагола must являются также модальные глаголы ought to, should (в значении совета, рекомендации, упрека).

Children ought to obey their parents. – Дети должны слушать своих родителей.

You should consult the doctor. – Вам следует посоветоваться с врачом.

В сочетании с перфектным инфинитивом глагол should выражает сожаление о невыполненном действии и переводится «следовало бы». You should have helped them. Вам следовало бы помочь им. (Но Вы не сделали этого).

## CAN

can – мочь (может, могут, можно); cannot – нельзя

could (прошедшее время) – могли, могли бы.

Предполагает наличие физической, умственной и прочих возможностей, позволяющих сделать что-либо:

I can swim. – Я могу (я умею) плавать.

I could translate this text. Я мог (был в состоянии) перевести этот текст.

Вежливую просьбу можно начинать с модального глагола could: Could you help me, please! Не могли бы Вы помочь мне, пожалуйста!

В будущем времени у глагола can есть заменитель – конструкция to be able to (быть в состоянии что-либо сделать): I shall be able to help you when I am free. – Я смогу помочь тебе, когда освобожусь.

## MAY

may – может, можно, возможно, по-видимому;

might (форма прошедшего времени, но чаще условного наклонения) – можно было бы.

May I help you? Можно Вам помочь? – Yes, you may. Да, можно.

Форма прошедшего времени might употребляется для выражения предположения:

He might know about it. – Он, вероятно, знал об этом. В будущем времени у модального глагола may есть заменитель – конструкция to be allowed to (получить разрешение сделать что-либо).

He will be allowed to take the book. Ему разрешат взять книгу.

## SHOULD

Should – должен, нужно, следует, следовало бы.

Should + инфинитив во времени Perfect (should have done) – выражает действия, которые должны были произойти в прошлом, но по каким-то причинам не произошли, переводится на русский язык «следовало», «нужно было»:

You should have helped them.

Вам следовало помочь им.

You should have done this.

Вам следовало это сделать (упрек).

This work should have been done yesterday.

Эту работу нужно было сделать вчера.

## WOULD

Модальный глагол would может иметь следующие значения:

1. Вежливая просьба. Would you help me? Не поможете ли Вы мне?
2. Повторяемость действия в прошлом. He would often help me. Он, бывало, часто помогал мне.
3. Стойкое нежелание совершать какие-либо He wouldn't listen to me. Он никак не хотел слушать меня.

## NEED

need – «нужно, надо» (употребляется, в основном, в отрицательных предложениях).

You needn't do it now. Вам не нужно делать это сейчас.

## SHALL

shall – разрешение на совершение какого-либо действия  
Иногда является заменителем модального глагола must.

Shall I help you? Вам помочь?

Shall I bring you the dessert? Мне принести Вам десерт?

## Упражнения

### 1. Вставьте подходящие модальные глаголы.

1. Who \_\_\_ answer my question?
2. Nobody \_\_\_ translate this text.
3. He \_\_\_ this task at once.
4. \_\_\_ I attend this meeting? – No, you needn't.
5. You \_\_\_ have shown your notes to the teacher.
6. I asked him, but he \_\_\_ listen to me.
7. They \_\_\_ have visited her, she was in the hospital.
8. Last summer we \_\_\_ often go to the country.
9. Your son could do this work himself.
10. \_\_\_ you tell me the way to the station?
11. Your friend \_\_\_ have informed us.
12. \_\_\_ I leave for a while? ... Yes, you \_\_\_.
13. She \_\_\_ be more attentive to her parents.
14. You \_\_\_ come so early.

### 2. Переведите предложения. Заполните пропуски подходящими по смыслу модальными глаголами must, should, would, ought to, needn't, can, could, may.

1. \_\_\_ you tell me your name?
2. They \_\_\_ not do this work themselves. They needed help.
3. \_\_\_ I go with you? No, you \_\_\_.
4. Payment \_\_\_ be made by check.
5. This work \_\_\_ be done today.
6. \_\_\_ I have the menu card?
7. He \_\_\_ to help them. They need his help.
8. You don't look well, you \_\_\_ consult the doctor.
9. Why \_\_\_ I give you my money?

10. You \_\_\_ work hard at your English.
11. She \_\_\_ get up early tomorrow. She doesn't work on Sundays.
12. She \_\_\_ not speak any foreign language. She speaks Russian only.
13. We \_\_\_ go to the theatre so early because the performance begins at seven o'clock.

**3. Замените модальные глаголы соответствующими эквивалентами.**

1. We must meet at 7 o'clock as we planned before.
2. That waiter cannot speak English.
3. Mary can cook well.
4. You must come in time.
5. We must receive and serve our guests very well.
6. You must not smoke here.
7. Must they come early every day?
8. Must I serve the dinner for you now?
9. He couldn't explain anything.
10. Can you do this work?
11. You may take these books.
12. The train must arrive at 10 according to the timetable.

**4. Вставьте can или (be) able to.**

1. Gary has travelled a lot. He \_\_\_ speak five languages.
2. I haven't \_\_\_ sleep very well recently.
4. I can't understand Martin. I've never \_\_\_ understand.
5. Nicole \_\_\_ drive, but she hasn't got a car.
6. I used to \_\_\_ stand on my head, but I can't do it now.
7. I can't see you on Friday, but I \_\_\_ meet you on Saturday morning.
8. Ask Catherine about your problem. She might \_\_\_ help you.

**5. Прочитайте. Вставьте can, can't, could, couldn't + слова come, eat, hear, run, sleep, wait.**

1. I'm afraid I \_\_\_ to your party next week.
2. When Tim was 16, he \_\_\_ 100 metres in 11 seconds.
3. "Are you in a hurry?" – "No, I've got plenty of time".
4. I was feeling sick yesterday. I \_\_\_ anything.
5. Can you speak a little louder? I \_\_\_ you very well.
6. "You look tired." – "Yes, I \_\_\_ last night."

**6. Выберите правильный ответ:**

1. You \_\_\_ write and thank everyone for the birthday presents they gave you.  
a) shouldn't b) need c) ought to
2. It's very late. The children \_\_\_ be sleeping.  
a) must b) can't c) shouldn't
3. We \_\_\_\_\_ finish the project by Friday or else we'll lose the client.

a) might b) needn't c) mustn't

4. The north of England \_\_\_\_\_ get very cold during the winter.

a) may b) can c) could

5. Susan has a broken leg. She \_\_\_\_\_ gone skiing.

a) can't have b) couldn't c) may

**7. Переведите следующие предложения и объясните значение модального глагола:**

1. They can be employed in obtaining gas.

2. In addition it may happen that new energy sources will be discovered.

3. Now this is a fantasy which may become a reality.

4. Unknown and undiscovered phenomena can be found more effective, than familiar ones.

## **Текст № 2. Theory of Demand**

### **1. Прочитайте и переведите текст.**

Theory of Demand Consumer demand is the quantities of a particular good that an individual consumer wants and is able to buy as the price varies, if all other factors influencing demand are constant. That is, consumer demand is the relationship between the quantity demanded for the good and its price. The factors assumed constant are prices of other goods, income, and a number of noneconomic factors, such as social, physiological, demographic characteristics of the consumer in question (о котором идет речь). The theory of demand is based on the assumption that the consumer having budget constraint seeks to reach the maximum possible level of utility, that is, to maximize utility, but he usually prefers to obtain more rather than less. The consumer has to solve the problem of choice. Provided he is to maintain a given level of utility, increases in the quantity of one good must be followed by reductions in the quantity of the other good. The consumer has to choose the specific goods within the limits imposed by his budget. The concept of marginal utility is of great importance for solving the utility maximization problem. The marginal utility of a good is the additional utility obtained from consuming an additional unit of the good in question. The marginal utility from consuming a good decreases as more of that good is consumed. The income should be allocated among all possible choices so that the marginal utility per dollar of expenditure on each good is equal to the marginal utility per dollar of expenditure on every other good. A price increase will result in a reduction in the quantity demanded. This relationship between the quantity demanded of a good and its price is called the law of demand. As the marginal utility from each additional unit of the good consumed decreases, the consumer will want to buy more of this good only if its price is reduced. Market demand is the quantities of a good that all consumers in a particular market want and are able to buy as price varies and as all other factors are assumed constant. Market demand depends not only

on the factors affecting individual demands, but also on the number of consumers in the market. The law of demand also works with market demand.

### Словарный минимум к тексту

quantity ['kwɒntəti] n. – количество; размер; величина

buy [baɪ] (bought [bɔ:t], bought) v. – покупать, приобретать

buyer ['baɪə] n. – покупатель

demand [di'ma:nd] v. (smth) – требовать (что-л.), нуждаться в (чем-л.)

supply [sə'plai] n. – предложение (товара)

excess [ik'ses] supply – избыточное, чрезмерное предложение, перенасыщенность рынка

supply v. – предлагать; снабжать; поставлять

to supply smb with smth – поставлять кому-либо что-либо

to supply smth to smb – снабжать чем-либо кого-либо

sell [sel] (sold [səuld], sold) v. – продавать(ся)

seller ['selə] n. – продавец

equilibrium [i:kwɪ'libriəm] n. – равновесие, равновесное состояние, положение равновесия

equilibrium price равновесная цена

producer [prə'dju:sə] n. – производитель, изготовитель

consumer [kən'sju:mə] n. – потребитель

consume [kən'sju:m] v. – потреблять

shortage ['ʃɔ:tɪdʒ] n. – дефицит, нехватка, недостаточность предложения (товаров)

raise [reɪz] v. – повышать; увеличивать; поднимать

surplus ['sɜ:pləs] v. – перенасыщение рынка; избыток, излишек

reduce [ri'dju:s] v. – понижать; уменьшать; сокращать

reduction [ri'dʌkʃn] n. (in smth) – снижение, уменьшение, сокращение (чего-л.)

influence ['ɪnfluəns] v. (smth) – оказывать влияние, влиять (на что-л.)

influence n влияние, воздействие

income ['ɪnkəm] n. – доход(ы), прибыль, поступления

increase ['ɪnkri:s] n. (in smth) – увеличение, рост, возрастание, прирост (чего-л.)

increase [ɪn'kri:s] v. – увеличивать (ся), повышать (ся); расти; усиливать(ся)

substitute ['sʌbstɪtju:t] good – товар-заменитель (спрос на который изменяется в противоположном направлении по сравнению со спросом на другой товар, цена на который изменилась)

substitute n. (for smth) – заменитель (чего-л.)

decrease ['di:kri:s] n. (in smth) – уменьшение, понижение, снижение (чего-л.)

decrease [di'kri:s] v. уменьшать (ся), снижать (ся), убывать

complement ['kɒmplɪmənt] good – товар-дополнение (спрос на который изменяется в том же направлении, что и спрос на некоторые другие товары, цены на которые изменились)

normal ['nɔ:məl] good – товар стандартного качества

inferior [ɪn'fɪərə] good – товар низкого качества

rise [raɪz] (rose [rəʊz], risen ['rɪzn]) v. – подниматься; увеличиваться; возрастать

fall [fɔ:l] (fell [fel], fallen ['fɔ:lən]) v. – падать; опускаться; понижаться

technology [tek'nɒlədʒi] n. – техника, технология

input ['ɪnpʊt] n. – вложение, вводимый ресурс, затраты, инвестиции

input price – цена ресурсов, цена основных средств производства

improvement [ɪm'pru:vmənt] n. – улучшение, усовершенствование

improve [ɪm'pru:v] v. – улучшать (ся), усовершенствовать(ся)

impose [ɪm'pəʊz] v. (on, upon) – облагать (налогом, пошлиной кого-л.), налагать (обязательства, штраф): возлагать (на кого-л.); навязывать (кому-л.)

private ['praɪvɪt] adj. – частный; личный: собственный

## 2. Ответьте на вопросы к тексту.

1. What is consumer demand?
2. What factors influencing consumer demand are assumed constant?
3. What is the principal assumption of the demand theory?
4. Which choice does the consumer have to make?
5. What is marginal utility?
6. How should the consumer allocate his income?
7. How does the marginal utility change as the consumption of a good increases?
8. In what way is the marginal utility connected with price?
9. What is market demand?
10. In what way does market demand differ from individual demand?

## 3. Переведите следующие предложения на русский язык, обращая внимание на глаголы, обозначающие долженствование:

1. The consumer has to decide by how much the good A is preferred to the good B. 2. A great increase in the supply of money in the form of bank notes and bank credit is to result in inflation, that is, a rise in the general level of prices. 3. If prices change, the consumer will have to change the quantities demanded if he is to maintain utility at the same level. 4. Not all partners in a firm must take an active part in management. 5. The economist should be able to say which factors affect the allocation of resources for producing a particular good. 6. He ought to take a more active part in decision making on the exports strategy of the company. 7. Provided additional inputs are to be obtained, producers must have smaller risks of a fall of price between the time of making a decision and the time of selling their products. 8. Having the aim to maximize profit, the producer should make a decision how to reduce inputs.

## 4. Выберите правильный модальный глагол.

1. The train \_\_\_\_\_ arrive in five minutes. a) has to b) must c) is to d) should
2. I \_\_\_\_\_ forget to post the letter mother gave me. a) shouldn't b) mustn't c) don't have to d) cannot

3. If you want to be fit, you \_\_\_\_\_ eat so many sweets. a) don't have to  
b) shouldn't c) mustn't d) cannot

4. The bus we took didn't go up the hill and we \_\_\_\_\_ walk. a) were to  
b) had to c) could d) should

5. The fire spread through the building very quickly but everyone \_\_\_\_\_  
escape. a) could b) had to c) was able to d) must

**5. Выберите правильно: few / a few / little / a little.**

a) I've got \_\_\_\_\_ work today. We can go for a walk.

b) I'd like to ask you \_\_\_\_\_ questions.

c) There is \_\_\_\_\_ milk left, we can make \_\_\_\_\_ pancakes.

d) When I was at school, I had very \_\_\_\_\_ friends.

**6. Выберите правильную форму местоимения.**

1. It's such a difficult text. I can't understand \_\_\_\_\_. (something /  
anything / nothing / everything)

2. I asked the question but \_\_\_\_\_ could answer it. (somebody / anybody /  
nobody)

3. They are having their holiday \_\_\_\_\_ in Russia. (somewhere / anywhere  
/nowhere)

4. \_\_\_\_\_ of the people in the photo is your boy-friend? (who / which / what  
/whose)

5. I'm afraid they will take her advice not \_\_\_\_\_. (my / mine / me / myself)

6. We can't afford it. We don't have so \_\_\_\_\_ money. (many / much / a lot  
of)

7. Are there going to be \_\_\_\_\_ guests at the party? (many / much / a few)

8. He doesn't speak much English. Only \_\_\_\_\_ words. (few / a few / little / a  
little)

9. We have very \_\_\_\_\_ time. We must hurry. (few / a few / little / a little)

10. I've got \_\_\_\_\_ money, I could lend you some. (few / a few / little / a  
little)

11. It's a small village. There are \_\_\_\_\_ houses here. (few / a few / little / a  
little)

**Урок 5. Интересы современной молодежи. Хобби**

**Лексика**

hobby	хобби, увлечение
pastime	времяпрепровождение
free time	свободное время
to play video games	играть в видеоигры
collecting	коллекционирование старинных монет /
old coins / badges	значков



reading	чтение
music	музыка
dance	танцы
amateur	самодеятельность
amateur painter, amateur musician	художник-любитель, музыкант-любитель
useful	полезно
useless	бесполезно
practical	практично
healthy	полезно для здоровья
favourite	любимый
to entertain	развлекать
to join	присоединяться
to go in for, to be fond of	увлекаться
to be crazy about	быть без ума от
to ski	кататься на лыжах
to play chess (tennis, golf, volleyball)	играть в шахматы (теннис, гольф, волейбол)
to play the piano	играть на пианино
to enjoy doing smt	любить что-то делать
to go hiking	ходить в походы, гулять на природе
to watch movies	смотреть фильмы
fun	весело, интересно
to play an instrument	играть на музыкальном инструменте.
to give smt a try	попробовать что-то
it's never too late to do smt	никогда не поздно делать что-то
interests	интересы
to play soccer	играть в футбол
outdoor activities	занятия на улице, на свежем воздухе.
to go camping	ходить в походы
cooking	приготовление пищи
gardening	садоводство
recipe	рецепт
indoor person	домосед
to draw	рисовать (карандашом)
to paint	рисовать красками
awesome	здорово, круто
to admire	восхищаться
to be worth giving a try it	быть стоящим того, чтобы это попробовать
to discover a talent	открыть талант
to play video games	играть в видеоигры
to watch anime	смотреть аниме
to go to concerts	ходить на концерты
live music	живая музыка

that sounds cool I have never had a chance(to do smt) experience to make smt happen	это звучит здорово у меня никогда не было возможности (что-то сделать) опыт сделать так, чтобы что-то случилось
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## Текст № 1

### 1. Прочитайте текст и придумайте заголовок для каждой части.

1. It is impossible to imagine modern life, and especially the lives of youth without the Internet. Until recently, it was considered something exotic, constant access to the World Wide Web was the lot of a few lucky ones. Now the Internet has become a home for many hundreds of millions of people, especially young people. They spend a lot of time in social networks, in various forums. Unfortunately, at times the virtual world so delays them, that they begin to confuse it with reality or narrow the circle of real friends, while expanding the circle of virtual ones.

2. Clubs, especially nightclubs – is an integral part of modern young people, especially those living in large cities. And regulars of such institutions are not only representatives of the “golden youth”.

3. Mobile phones can also be interests of modern youth. For young people this is not so much a convenient means of communication as an indicator of “steepness”, a subject of pride and self-expression. Some guys and girls have several mobile phones with different functions.

4. Although some young people, as it was already said they prefer to spend all their free time at the computers, and a lot of fans of sports and outdoor games. It's enough to see how many skateboarders skate and on specially equipped venues, and just anywhere. Increasingly, young people choose such sports as snowboarding, diving, cycling.

5. To the interests of young people can be attributed and computer games. They “drag out” even adult and cold-blooded people, what can we say about the youth!

6. Some young people became real fans their “iron friends” (for example, motorcycles, cars), love to organize races, including, unfortunately, in completely unsuitable places, which can lead to tragedy.

7. Role-playing games are closely embedded in the life of modern youth. This kind of leisure has many devotees, including among young people. You can recall the numerous admirers of Tolkien's creativity, which depict gnomes, orcs, elves, fearing for the Ring of Omnipotence, and lovers of historical reconstruction.

8. Some modern young people with students are already looking for a future job, try to prove themselves in the eyes of potential employers. Therefore, they are interested in everything related to money, career, way of earning. Unfortunately, today's young people are less likely to read classical works, which, of course, affects the level of development.

## 2. Определите данные утверждения True или False.

1. Young people often confuse the virtual world with reality.
2. Nightclubs are only popular with wealthy young people.
3. Mobile phones are used by young people mainly for communication.
4. Many young people enjoy sports like snowboarding and cycling.
5. Students are not interested in finding jobs while studying.

## 3. Заполните пропуски пропущенными словами.

1. My favourite ..... is painting pictures of animals at home.
2. Snowboarding is a nice ..... for many young people in winter.
3. I'd like to go to ..... and dance.
4. I love to play computer .... with my friends after school.
5. Talking to my friends in social ... is very comfortable for me.
6. Some psychologists think that ..... games are useful leisure.
7. The clown came to the party to ..... the children well.
8. My brother is ... about playing basketball every Saturday afternoon.
9. In winter, I like to ... down the snowy mountains with friends.
10. In summer we usually play ... games.

## 4. Соедините слова и картинки.

# HOBBIES

- \_\_\_ act
- \_\_\_ call my friends
- \_\_\_ cook
- \_\_\_ cycle / ride a bike
- \_\_\_ dance
- \_\_\_ do crosswords
- \_\_\_ do DIY jobs
- \_\_\_ draw
- \_\_\_ garden
- \_\_\_ go shopping
- \_\_\_ go to the cinema
- \_\_\_ ice-skate
- \_\_\_ listen to music
- \_\_\_ make models
- \_\_\_ paint
- \_\_\_ play basketball
- \_\_\_ play cards
- \_\_\_ play football
- \_\_\_ play tennis
- \_\_\_ play the drums

- \_\_\_ play the flute
- \_\_\_ play the guitar
- \_\_\_ play the piano
- \_\_\_ play the violin
- \_\_\_ play video games
- \_\_\_ read
- \_\_\_ repair objects
- \_\_\_ ride (a horse)
- \_\_\_ rollerblade
- \_\_\_ sing
- \_\_\_ skateboard
- \_\_\_ ski
- \_\_\_ surf the net
- \_\_\_ swim
- \_\_\_ take photos (UK)
- \_\_\_ take pictures (US)
- \_\_\_ walk
- \_\_\_ watch television

**Match the verbs with the pictures!**

## 5. Используйте словосочетания, приведенные выше, чтобы рассказать о себе.

What is your hobby? My hobby is collecting old coins.

What is your hobby, Jane? Dancing. I'm crazy about dancing.

What is your favourite pastime? I like chatting to my old friends. I also like reading.

What do you go in for? I go in for sports, skiing in winter, swimming and motoring in summer.

I usually stay at home in the evening reading books and papers.

She usually stays at home after work watching television. He usually stays at home cooking and washing. His wife is always busy discussing ecological problems with her friends.

Do you often go shopping? Rather. Every other day.

Do you often go fishing? Not very. About once a month. Do you often go skiing? Oh, yes. Almost every Sunday.

## **6. Прослушайте и прочитайте следующие диалоги.**

### **Dialogue 1**

A: What is your hobby, Miss O'Brien?

B: Photography. Wherever I go (I also like travelling), I always take a camera with me. Would you mind my taking a photo of you (some photos, snapshots)?

A: Do please. You're welcome.

B: Thank you. They say it's no use being photographed by amateurs because you'll never get the prints. But that isn't the case with me. You can count on that, believe me. I'll send them in my first letter to you.

A: It's very kind of you. Put down my address, please.

B: And you'll write down mine.

### **Dialogue 2**

A: What is your favourite pastime, Boris?

B: Fishing. I enjoy fishing very much.

A: Do you often go fishing?

B: Well, yes. I make it a point of spending a few hours by the river every weekend.

A: Do you usually catch much?

B: Well, it depends. Last Sunday, for instance, I caught so many fish that my wife cooked a fish dish for the whole family.

### **Dialogue 3**

A: What are the most common hobbies of Englishmen?

B: Well, it isn't an easy question. Many Britishers like sports and games, others, gardening or collecting different things. I, for one, enjoy carpentry, just making shelves, boxes, stools and so on.

A: Your hobby seems to be both interesting and useful for the house. Your wife must like your pastime, eh?

B: Oh yes. When I come home after work she's ready to give some "orders" to repair this or that.

#### **Dialogue 4**

A: What do you usually do after work, Susan?

B: Oh, a lot of things. There's always a lot of work to do about the house, washing up, doing the rooms, mending clothes.

A: No, I don't mean that. What's your favourite pastime

B: Again-nothing very special. Sometimes I read a little watch TV or listen in. When Jane calls, we go to the cinema, very seldom, though, to the theatre.

A: I see. What about dancing? Do you like it?

B: Oh, very. Actually I'm crazy about dancing. Do you mean to say we'll go to a dance?

A: Yes, I'd like to. There's a very good band at the Colledge Club.

#### **Dialogue 5**

A: What do you like to do in your free time?

B: I enjoy playing soccer and watching movies. How about you?

A: I like to play the piano and go hiking.

B: That sounds really fun. I've always wanted to learn how to play an instrument. Maybe I should give the piano a try.

A: Definitely. It's never too late to start learning something new.

#### **Dialogue 6**

A: What are your hobbies and interests?

B: I love doing outdoor activities like hiking and camping. I also really enjoy cooking and trying out new recipes.

A: I love doing outdoor activities like hiking and camping. I also really enjoy cooking and trying out new recipes.

B: That's really cool. I'm more of an indoor person, but I love to draw. I also enjoy reading.

A: That's awesome. I've always admired people who can draw or paint. Maybe I'll need to try it out sometime.

B: Yeah, it's definitely worth giving it a try. You never know, you might discover a new talent.

#### **Dialogue 7**

A: What do you like to do in your free time?

B: I love playing video games and watching anime. How about you?

A: I enjoy playing sports, especially basketball. I also like to go to concerts and listen to live music.

B: That sounds really cool. I've always wanted to go to a concert, but I've never had the chance.

A: Yeah, it's definitely an experience you won't forget. You should definitely try to go to one sometime.

B: Yeah, I'll try to make it happen. Thanks for the suggestion.

**7. Составьте мини-диалоги в паре, заменяя выделенные слова словами с картинки.**

- What is your hobby, *Bill*?
- My hobby is *cooking*. I enjoy it very much.
  
- What do you usually do in the evening?
- I usually stay at home *cooking and washing up*.
  
- Why did you choose hiking as a hobby?
- It's difficult to answer. It seems *healthy*.

**8. Прочитайте примеры мини-диалогов об увлечениях других членов семьи и составьте свои диалоги:**

A: My wife and I are going to the cinema this evening.

B: That sounds fun! What film are you watching?

A: My mother makes the best chocolate cake.

B: I agree! It's delicious!

A: I have a son who enjoys football.

B: Does he play for a team?

A: My daughter wants to learn how to swim.

B: That's great! Are you taking her to lessons?

A: My grandfather tells the best stories.

B: I love listening to him!

A: My grandmother is very good at knitting.

B: She made me a lovely scarf last winter.

A: My niece draws really well.

B: Has she won any competitions?

A: I bought a ring for my fiancée yesterday.

B: That's wonderful! When will you propose?

**9. Ответьте на вопросы собеседника.**

1. What is your hobby? 2. What are the usual hobbies of Russian students? 3. Is collecting your hobby? What do you collect? 4. How long have you been collecting? 5. Is it easy or difficult to collect old coins (postage stamps, etc.)? 6. What sport do you go in for? 7. What is your favourite pastime? 8. Do you like playing chess? 9. How often do you go fishing? 10. What do you usually do after work? 11. Are there any hobby groups at the Institute (factory) club? 12. Do you take part in the work of

any of them? 13. Do you think cooking, washing up or doing the house may be a man's hobby? 14. What are the typical hobbies of Englishmen?

### **10. Скажите по-английски.**

1. Чем Вы увлекаетесь? 2. Как Вам больше всего нравится использовать свой досуг? (Какой Ваш любимый досуг?) 3. Мое увлечение – музыка. 4. Я очень люблю спорт, особенно зимние виды спорта: коньки, лыжи. 5. После работы люблю встретиться с друзьями и поговорить с ними. 6. Я часто играю в шахматы со своим сыном. 7. Сколько книг XVII века в Вашей коллекции? – Около трехсот. 8. Я увлекаюсь фотографией. Куда бы я ни ехал, я всегда беру с собой фотоаппарат. 9. Мой друг любит путешествовать. Каждый свой отпуск он проводит где-нибудь на севере или на юге. Он посещает также зарубежные страны. Путешествия – его хобби. 10. Мое увлечение – иностранные языки. Я уже изучил французский и немецкий языки. Сейчас изучаю английский. Каждое утро я смотрю видеоуроки английского языка. 11. Я обычно по вечерам остаюсь дома, читаю книги, готовлю и убираю квартиру. Ваше хобби не только интересное, но и практичное.

### **Система времен глагола в действительном залоге**

Повторите времена глагола в действительном залоге (см. приложение, таблица б).

### **Упражнения**

#### **1. Поставьте глаголы в скобках в Present Simple. Предложения переведите.**

1. The first-year students (to have) lectures, classes and (to work) in the laboratories.

2. The students (to take) notes at the lectures as it will help them to read up for their examinations.

3. We (to offer) you to work in shifts.

4. Our boss always (to recruit) professional staff.

5. This company (not/to advertise) sport cars.

6. A doctor's job (to require) a lot of training.

7. This company occasionally (to employ) external consultants.

8. They (not/to grow) wheat, rye and potatoes in these lands.

9. Economic growth (to require) more investments for the production of more capital goods.

10. He (not/to get) any satisfaction from his present job.

11. This company (to offer) benefits to its employees.

12. Women with children (not/to like) to work full-time.

**2. Поставьте глаголы в скобках в Past Simple. Предложения переведите.**

1. Last year I (to graduate) from the secondary school and I (to enter) this university.
2. I (to get) interested in mathematics when I (to be) at school.
3. Yesterday it (to take) me an hour to get to the university. I (not/to miss) the first lecture and (to arrive) in time.
4. For three days they (to carry out) this interesting work.
5. They speak English rather well, but last year they (to speak) poorly.
6. What data the economist (to analyze) last year? – He (to analyze) changes in prices for chocolate.
7. I (not / to study) economics last year.
8. My parents (not / to study) economics at the University, they (to study) medicine.
9. Trade between the two countries (to develop) well last year.
10. What goods this firm (to sell)?
11. They (to make) a correct decision? – No, they ....
12. Industry (to develop) fast at that time?

**3. Поставьте глаголы в скобках в Future Simple. Переведите предложения.**

1. My elder sister (to graduate) from our university next year. Her speciality (to be) engineer economist.
2. We usually take notes at the lectures as it (to be) easier to read up for exams.
3. We (to have) our exams in January and then we (to have) vacation.
4. Tomorrow the lecture on physics (to begin) at 9.30.
5. She (to start) her own business after graduation.
6. You (to evaluate) this idea.
7. Who (to buy) your goods and services?
8. His business perhaps (not/to continue).
9. People, who buy shares, (to become) shareholders.
10. Partners (to share) the financial responsibilities of their business.
11. How much money you (to need) to start?
12. He (to call back) later today.

**4. Поставьте глаголы в скобках в Present Perfect. Учтите, что это время употребляется для выражения действия, которое уже закончилось к данному моменту, но связано с настоящим. Эта связь часто поддерживается словами never – никогда, already – уже, since – начиная с, lately – недавно, this year/month/week – в этом году/месяце/на этой неделе и т. п. Переведите предложения.**

1. This year I (to enter) the Higher school of technology and power engineering.
2. Our manager (to study) already the crucial problems of our business.
3. The role of the service sector (to increase) lately.



4. Manufacturing industries (to use) intensive technologies for processing industries.
5. Economists (to develop) models to analyze economic problems.
6. He (not/to make) decision yet.
7. Some Asian countries (to reach) a great success in light manufacturing industries recently.
8. These countries (to become) economically independent yet?
9. India (to be) an independent country since 1945.
10. I (not/to finish) my report yet, but I (to find) already the necessary data.
11. You ever (to be) to China?
12. Some African countries (not/to solve) the problem of education for the whole population yet.

**5. Поставьте глаголы в скобках в Past Perfect. Учтите, что это время употребляется для выражения действия в прошлом, которое совершилось ранее другого действия в прошлом. Переведите предложения.**

1. My friend told me that he (to see) already the new film.
2. She (to prepare) the bills by 12 o'clock yesterday.
3. He bought a new car because he (to win) a large sum of money in the lottery.
4. Before he became a hotel manager, he (to work) as a security guard.
5. By 1997 the national debt (to double).
6. Our company (not/to reach) success before we started new methods of marketing.

**6. Поставьте глаголы в скобках в Present Continuous или Past Continuous. Учтите, что времена этой группы показывают длительность действия (действие как процесс). Переведите предложения.**

1. Electronics (to become) increasingly important in all branches of production.
2. The Russian scientists (to solve) successfully important problems in mathematics, chemistry, electronics, medicine and biology.
3. During the flight the astronauts (to observe) the earth and the sky.
4. I (to look for) a job now.
5. They (to carry out) an advertising campaign at the moment.
6. The prices for petrol (to increase) at present.
7. Our business (to expand) rapidly because our services were variable at the moment.
8. What overseas market they (to plan) to enter at that time?
9. The two companies (to compete) in the market.
10. Unemployment (to grow) at the moment?
11. When he got a job at this company, it (to develop) a new car model.
12. They haven't sold the goods, they (to sell) them now.

**7. Поставьте глаголы в скобках в нужную форму. Переведите предложения.**

1. Every day he (to attend) lectures on mathematics.

2. Yesterday they (not/to work) in the laboratory as there was no electricity.
3. He (to pass) his exams well, and now he (to rest).
4. They (to get) good results, which helped them in their work.
5. Many students (to graduate) from the university last year.
6. Next year he (to graduate) from the university and (to leave) Saint-Petersburg for his native town.
7. They (to use) this new device in their work soon.
8. Lately the euro (to become) an alternative to the US dollar as an international currency.
9. The degree of economic interdependence between different countries (to increase) today.
10. This company's goods (to become) cheaper in Russia after they (to establish) a subsidiary in this country.
11. The students (to read up) for examinations.
12. The government (to impose) protective tariffs on imported goods lately.

## **Текст № 2. Theory of Supply**

### **1. Прочитайте и переведите текст.**

The theory of supply is the theory of how much output firms choose to produce. The principal assumption of the supply theory is that the producer will maintain the level of output at which he maximizes his profit. Profit can be defined in terms of revenue and costs. Revenue is what the firm earns by selling goods or services in a given period such as a year. Costs are the expenses which are necessary for producing and selling goods or services during the period. Profit is the revenue from selling the output minus the costs of inputs used. Costs should include opportunity costs of all resources used in production. Opportunity cost of a commodity is the amount an input can obtain in its best alternative use (best use elsewhere). In particular, costs include the owner's time and effort in running a business. Costs also include the opportunity cost of the financial capital used in the firm. Aiming to get higher profits, firms obtain each output level as cheaply as possible. Firms choose the optimal output level to receive the highest profits. This decision can be described in terms of marginal cost and marginal revenue. Marginal cost is the increase in total cost when one additional unit of output is produced. Marginal revenue is the corresponding change in total revenue from selling one more unit of output. As the individual firm has to be a price-taker<sup>1</sup>, each firm's marginal revenue is the prevailing market price. Profits are the highest at the output level at which marginal cost is equal to marginal revenue, that is, to the market price of the output. If profits are negative at this output level, the firm should close down. An increase in marginal cost reduces output. A rise in marginal revenue increases output. The optimal quantity also depends on the output prices as well as on the input costs. Of course, the optimal supply quantity is affected by such noneconomic factors as technology, environment, etc.<sup>2</sup> Making economic forecasts, it is necessary to know the effect of a price change on the whole output rather than the supply of individual

firms. Market supply is defined in terms of the alternative quantities of a commodity all firms in a particular market offer as price varies and as all other factors are assumed constant.

### Пояснения к тексту

<sup>1</sup> to be a price-taker – зд. принимать сложившиеся на рынке цены;

<sup>2</sup> etc. [it'setra] – и так далее, и тому подобное.

### Словарный минимум к тексту

output ['aʊtput] n. – продукция; объем

in terms of [tɜ:mz] – в смысле; с точки зрения; в отношении

profit ['prɒfɪt] n. – прибыль, доход

in terms of money – в денежном выражении

revenue ['revɪnju:] n. – доход

marginal ['mɑ:dʒɪnl] revenue – предельный, маржинальный доход (дополнительный доход, который получит производитель в результате продажи одной дополнительной единицы продукции)

costs [kɒsts] n., pl. – издержки, расходы

marginal costs – предельные, маржинальные издержки (дополнительные издержки при производстве дополнительной единицы продукции)

opportunity [ˌɒpə'tju:nəti] costs – альтернативные издержки (выгода, упущенная вследствие неиспользования экономического ресурса в наиболее доходной из всех возможных сфер и отраслей хозяйства)

earn [z:n] v. – зарабатывать; приносить доход; быть рентабельным

expenses [ɪks'pensɪz] n., pl. – затраты, издержки

use [ju:z] v. – пользоваться, использовать

use [ju:s] n. – 1) употребление, применение; 2) польза

include [ɪn'klu:d] v. (smth in smth) – включать (что-л. в состав чего-л.); содержать

commodity [kə'mɒdəti] n. – товар; продукт, предмет потребления

amount [ə'maʊnt] n. – количество; величина; сумма; объем

alternative [ɔ:l'tɜ:nətɪv] a. – альтернативный; другой

elsewhere ['els'weə] adv. – где-нибудь в другом месте

in particular – в особенности, в частности

own [aʊn] v. – владеть, обладать, иметь

own adj. – собственный, свой собственный

owner ['əʊnə(r)] n. – 1) собственник; 2) владелец

run [rʌn] (ran [raen], run [rʌn]) v. (smth) – руководить; управлять (предприятием, учреждением); вести (дело)

business ['biznis] n. – предприятие; фирма

receive [rɪ'si:v] v. – получать

total ['təʊtl] a. – полный; общий

corresponding [ˌkɒrə'spɒndɪŋ] a. – соответственный; соответствующий

offer ['ɒfə(r)] v. (smth to smb) – предлагать (что-л. кому-л.)

**2. Ответьте на вопросы к тексту.**

1. What is the principal assumption of the supply theory?
2. What is the difference between profit and revenue?
3. What is included in costs of production?
4. How do firms get maximum profits?
5. When are profits the highest?
6. When should firms close down?
7. What is the relationship between marginal revenue, marginal cost and output?
8. What is market supply? What is market supply important for?

### РАЗДЕЛ 3. ИНОСТРАННЫЙ ЯЗЫК ДЛЯ ОБЩИХ ЦЕЛЕЙ МЕЖКУЛЬТУРНАЯ И КРОСС-КУЛЬТУРНАЯ КОММУНИКАЦИЯ

#### Урок 6. Межкультурная и кросс-культурная коммуникация

##### Лексика

globalization	глобализация
international organization	международная организация
company	компания
advertising	рекламная кампания
brands	бренды
trademarks	торговые марки
business presentation	бизнес презентация
business contacts	деловые контакты
business negotiations	бизнес переговоры
soft skills	навыки межличностного общения
job offer	предложение работы
recruitment	наем на работу
partnership	партнерство
competition	конкуренция
international business styles	международный деловой стиль
marketing strategy	стратегия руководства, маркетинга
to start up a business	начинать бизнес
intercultural communication	международное взаимодействие
to communicate with somebody	взаимодействовать с кем-то
communication skills	навыки взаимодействия
to cause misunderstandings	быть причиной непонимания
to breach the cultural barrier	разрывать культурный обмен
to listen without judging	слушать не перебивая
give suggestions	делать предложения
mutual understanding	взаимное понимание
main purpose	главная цель
to come into contact	войти в контакт
to dive into culture	погружаться в культуру
religious beliefs	религиозные убеждения собственная
own culture	культура
rules of relationships communication	правила взаимоотношений
style	стиль взаимодействия
to immigrate to foreign land	иммигрировать за границу
to create an atmosphere	создавать атмосферу
negative way	плохой способ
cultural borders	культурные границы
to mix with people	взаимодействовать с людьми
to respect somebody	уважать кого-то

to build walls between somebody	ставить ограничения между кем-то
conduct, behavior	поведение
art	искусство
culture	культура
foreign language	иностраный язык
international tourism	международный туризм

### Текст № 1. Dress for success

It is undeniable that garments form a large part of people's first impressions. In much of the world, a person dressed inappropriately will not be taken seriously, especially in a business situation.

*Argentina: very formal*

The Argentines have adopted British traditions towards clothing, usually wearing formal, conservative outfits, even in many social situations. Foreign business executives visiting Argentina should do likewise. Businesswomen in Argentina should be sure to wear stylish shoes.

*Brazil: casual but stylish*

By contrast with Argentina, style is the most important factor in Brazilian dress. Well-cut, fashionable clothing is expected of Brazilian executives. Many male executives manage to do without ties. But remember that Brazil is very large, and the degree of casualness varies. Rio de Janeiro is more casual than Sao Paulo, which itself is more casual than Brasilia. Brazilian women consider carefully manicured nails to be very important. Women who wear open-toed shoes should have a pedicure as well.

*Saudi Arabia: modesty*

Air conditioning is common, so businesspeople should expect to wear full business suits to a first meeting. If it seems appropriate, men can dispense with ties and jackets at subsequent meetings. Despite the heat, legs and upper arms must be kept covered. Shorts are not acceptable, even for casual wear. Many foreigners have fallen foul of the Matawain (religious police). Clothes may not be tight: women, especially, should wear loose-fitting clothes. Baggy clothes also make sitting on a floor or cushion more comfortable.

*France: stylish; best quality*

As one would expect, the inventors of haute couture (высокая мода) put a premium on style. Even low-paid, entry-level executives buy the best clothes they can afford. The typical French posture (very straight, even when sitting) makes their clothes look even better. Unlike the USA, businessmen in France do not usually loosen their ties or take off their jackets in the office. One note on color: wearing a blue shirt to a meeting may generate some unwanted attention from your French associates. As blue shirts are worn by raw French military recruits, you may be labeled un bleu "a greenhorn". Frenchwomen are famous for their hard-edged, feminine chic: a smart tailleur and good shoes are a must; a short skirt and lacquered nails certainly do not signify a lack of business savoir-faire. Frenchwomen are savvy!

### *UK: custom tailoring*

Traditionally, the British looked suspiciously at clothes that were trendy or obviously new. In the past a gentleman wore well-made but well-worn clothes. Today, however, only academics wear old clothes. British business executives are likely to have a new, custom-tailored wardrobe, though conservative styles are still preferred. Women should remember that English weather is often cold and wet. One of the reasons tweed is so popular in England is because it is both warm and comparatively water-repellent.

#### **1. Объясните, что означает:**

social situations; to dispense with ties; to fall foul; haute couture; hardedged; feminine chic; water-repellent.

#### **2. Приведите синонимы:**

garment; to adapt a tradition; formal, conservative outfits; stylish; well-cut; fashionable; casual; to put a premium on sth; savvy; to signify; trendy.

#### **3. Закончите следующие предложения:**

1. Argentine businessmen are always dressed... 2. For Brazilians the most important factor in clothes is... 3. It's unthinkable in Saudi Arabia... 4. The French appreciate, when... 5. Traditionally, the British wear...

#### **4. Ответьте на вопросы.**

1. Have you ever been to any of the countries mentioned in the text? What can you say about the clothes people wear?
2. What is choice of garments in each of the countries conditioned by?
3. What do you know about religious police in Saudi Arabia? Why can't a woman wear tight clothes?
4. Can you distinguish French woman among other nationalities? How?
5. Has British conservative style in clothes changed? In what way?

## **Многофункциональные слова It, One, That, Those**

### **ONE**

#### **1. Числительное «один» (One of – один из). Например:**

This method is one of the simplest. Этот способ – один из простейших.

2. ЗамениТЕЛЬ ранее упомянутого существительного во избежание его повторения (заместитель). Обычно переводится соответствующим существительным. При замене существительного множественного числа употребляется форма "ones". Переводится тем существительным, которое оно заменяет, или не переводится.

The new designs differ considerably from the old ones. Новые конструкции значительно отличаются от старых.

This pen is worse than that one. Эта ручка хуже, чем та.

3. One – формальное подлежащее в неопределенно-личных предложениях, которое обычно не переводится!

One sees other people's faults sooner than one's own. – Ошибки других людей видишь скорее, чем свои.

Сочетания такого one с модальными глаголами переводятся следующим образом:

One should keep in mind... Нужно (следует) помнить, что...

One can say (that)... Можно сказать, что...

One believes (that)... Считают, что...

### THAT (THOSE)

That (those – форма мн. ч.) употребляются:

1. Как указательное местоимение, если после него есть существительное:

that book – эта (та) книга;

those books – эти (те) книги.

2. Как слово-заменитель существительного, если после него нет существительного или слова-заменителя "one". Переводится тем существительным, которое оно заменяет (that заменяет существительное единственного числа, those – множественного).

The goods sold in the market are of lower quality than those of our company. Товары, продаваемые на рынке, имеют более низкое качество.

3. That – для присоединения придаточных предложений и переводится союзом «что».

It is well known that the market price is regulated by the law of supply. Хорошо известно, что рыночная цена регулируется законом спроса и предложения.

4. That употребляется для присоединения придаточных предложений и переводится союзным словом который. Например:

A consumer prefers the good that has high quality and a reasonable price. Потребитель предпочитает товар, который обладает высоким качеством и имеет разумную цену.



5. That употребляется как часть усилительной конструкции It is ... that. Например:

It is a reduction in incomes that influenced the quantity of the goods consumed.

Именно уменьшение доходов повлияло на количество потребляемых товаров.

6. That употребляется в предложениях типа It is necessary ... that и переводится союзом чтобы. Например:

It is necessary that all data be prepared in time.

Необходимо, чтобы все данные были подготовлены вовремя.

### Усилительная конструкция it is . . . that (who)

Данная конструкция служит для смыслового выделения одного члена предложения (подлежащего, дополнения или обстоятельства).

It is (was) + выделяемое слово + that (who) ...

На русский язык эта конструкция переводится со словом именно. Например:

It is this new system of management that gave the best results.

Именно эта новая система управления дала лучшие результаты.

It is the accountant who prepares the balance sheet.

Именно бухгалтер подготавливает балансовый отчет.

## IT

Слово "it" может быть:

1. Личным местоимением: он, она, оно.

2. Указательным местоимением – это.

It is a book (This is a book). – Это книга.

I know it perfectly well. – Я знаю это очень хорошо.

3. Формальным подлежащим в безличных предложениях. Не переводится! Например:

It is necessary to go there there now.  
It should be noted that the temperature remained constant through the experiment.

Необходимо поехать туда сейчас.  
Следует отметить, что температура во время опыта оставалась постоянной.

It should be taken into consideration that	Следует учитывать, что...
It seems that he has returned	Кажется, что он вернулся
It is worth telling him about	стоит сказать ему об этом

4. Формальным дополнением. «It» не переводится. Например:

We consider it important to help him in time. – Мы считаем важным вовремя помочь ему.

5. “It” в составе усилительной конструкции – обычно переводится словами именно, это, как раз, только, которые ставятся перед выделяемым членом предложения.

It was **in the Crimea** that I met them.      Именно (это) в Крыму я встретил их.

### Упражнения

**1. Переведите предложения, обращая внимание на слово “one”.**

1. One can't always be wrong. 2. I know that he is the one who may be trusted. 3. You are the one I want to talk to. 4. One sees virus particles with the help of an electron microscope. 5. This PC belongs to the third generation and that one to the fourth one. 6. We were the ones who were asked at the exam first. 7. Energy can be converted from one form into another. 8. Volta converted chemical energy into electrical one. 9. One of the most interesting problems is flights to other planets. 10. One should not forget that the centre of gravity is an imaginary point. 11. An alternating current is one that alternates periodically. 12. Technological progress is linked to the development of new materials, but of equal importance is the efficient use of existing ones. 13. The electronic computer is the one that can carry out several thousand arithmetic operations in one second. 14. Your experiment is a remarkable one. 15. This problem has only one solution. 16. The more one practices, the more skill is gained. 17. Is it polite to share one's umbrella in the rain? 18. One always supports one's favourite team. 19. It can be disappointing to know too much about one's boyhood sporting heroes. 20. Anger is a disbelief in the ability to control one's own destiny. 21. One can bring one's own culture to the host country. 22. And it was in no one's interest to cancel the project.

**2. Переведите следующие предложения, обращая внимание на различные значения слова “that”.**

1. There were many scientists that found out that electricity was made up of tiny particles. 2. Scientists of the past thought that electricity was a sort of a “fluid” that flowed through wires as water flows through pipes. 3. That this system is simple is generally recognized. 4. The age that we live in is called the age of electricity. 5. The atom is a great force that must be used for the good of mankind. 6. That was one of the most complicated jobs ever done by a man. 7. I arranged to meet Nina, so that we could go to the cinema together. 8. Let us go out earlier so that we can catch the train. 9. Draw it larger so that everybody can see it. 10. The little girl stood up so that

the old woman could sit down. 11. It was difficult to define the properties of these substances. 12. From the point of view of transportation it should be noted that the Baltic Sea is not an open sea and that its ports are blocked by ice during the winter. 13. Man has always been interested in devices that do things for him. 14. Now that your test is over and it is a success, you may have a rest. 15. This rock is heavier than that one. 16. The freezing point of water on the Centigrade scale is 0° and that on the Fahrenheit scale is +32°. 17. These documents have been translated into English. You can use them in your work. These are on your research theme. 18. There are stars with masses millions of times that of the sun. 19. In 1914 Rutherford discovered that the simplest positive rays are those obtained from hydrogen and that these are positively charged particles. 20. Everybody likes that professor's lectures very much. 21. That J.J. Thomson discovered a tiny electron is well known. 22. The display was hung as high as possible in order that it would not get broken.

**3. Укажите, в каких предложениях употребляется усилительная конструкция.**

1. It was the issued stocks that allowed the company to accumulate the necessary money for the new project.
2. It is necessary that we take an inventory of the capital assets.
3. It is the law of supply and demand that influences the retail price.
4. It is essential that they keep accurate records of every transaction.
5. It was our director who spoke about the losses of the company.

**4. Переведите предложения на русский язык, обращая внимание на значения слова it. Укажите номера предложений, в которых it не переводится.**

1. In principle, it is possible, but in practice, it is very inefficient to control the output of cars changing the incomes of potential buyers and manipulating transport costs. It is easier to control the output of cars controlling the availability of raw materials, for example steel, to manufacturers.

2. Firms can either save (копить, накапливать) their income or pay it out to their owners.

3. Early economists such as Adam Smith and David Ricardo said that the value of product depended upon the amount of labour needed to produce it.

4. In comparing national incomes (in total and per person) it is not important which members of the population earn this income, in analyzing incomes within a country, it is important.

**5. Переведите предложения, учитывая разные функции “it”.**

1. Macroeconomics examines the forest, not the trees. It gives us a bird's eye view of the economy.

2. It is evident that our economy is faced with a very fundamental choice.

3. Consumers, in purchasing a given product, try to obtain it at the lowest price.

4. It is the competition which is a basic regulatory force in capitalism.

5. It is the money which is a medium of exchange.

6. Most modern economies find it convenient to use pieces of paper as money.
7. It is assumed that markets are competitive, that is, there are large numbers of independently acting buyers and sellers in the market.
8. It is in the interest of resources owners to supply more of particular resource at a high price than at a low price.
9. It is essential to recognize the role of competition as the mechanism of control.
10. It takes a few days for the documents to arrive.
11. It is quite fashionable today to be critical of advertising. In fact, businesses could not exist without it.
12. With competition, it is the supply and demand decisions of many sellers and buyers which determine market price.
13. It is important that we carefully state and fully understand the facts providing a foundation for the field of economics.
14. It must be emphasized that private ownership and reliance on the market system do not always go together.
15. It is through the price system that the allocation of resources and distribution of the resulting output are carried out.
16. Under pure capitalism it is competition coupled with freedom of choice and with self-interest which provides the means for achieving a rapid rate of technological advance.
17. Strange as it may first seem, two exchanges – surplus product for money and then money for a wanted product – are simpler than bartering: single product-for-product exchange.
18. It is correct to examine demand from the point of view of quantity, that is, we can ask what prices can be got from consumers for various quantities of goods.
19. Businesses tend to buy less of a given resource, as its price rises, and they tend to substitute other relatively low-priced resources for it. Entrepreneurs will find it profitable to substitute low for high-priced resources.
20. It should be stressed that the competitive market is an extremely powerful and versatile (гибкий) tool for economic understanding.
21. Price supports make it necessary for government to buy and store surplus output.
22. It is competition which forces businesses and resource suppliers to make appropriate decision.
23. It is self-interest which causes changes in society's wants.
24. It is impossible to translate all business phrases literally as each language has its own characteristic idiom.
25. In foreign trade the use of forms in writing letters is a necessity; it facilitates many problems.

**6. Переведите на русский язык следующие предложения, обращая внимание на значения слова one.**

1. One thing in which workers are different is human capital.

2. Many people who do not get a new job after quitting (оставлять) the old one often leave the labour force to return to school, to work in a family garden, or for other purposes.

3. Everyone can find himself in one of three situations: employed, or unemployed, or out of the labour force.

4. One can be more economical buying large quantities of a good rather than small quantities.

5. A worker in the United Kingdom earns more than the one in India.

6. One should know that present-day economists, unlike economists of the 19th century, include land in capital.

7. One has to replace inputs used up in one production cycle.

8. If, with a change of price, the supply increases by less than one per cent, it is called inelastic.

9. One defines (определять) efficiency as the relationship between factor inputs and output of goods and services.

10. One calls a consumer good such as a television, which is used over long periods of time rather than immediately, a durable good.

11. One achieves higher health standards by increasing the number of workers and equipment, that is, by reducing labour and capital used for other purposes.

### **7. Замените подчеркнутые слова и словосочетания словом-заместителем one.**

ОБРАЗЕЦ: Some businessmen think that older workers are more reliable than younger workers. -> Some businessmen think that older workers are more reliable than younger ones.

1. The firms prefer the factor of production retaining its old price to the factor of production that has become more expensive.

2. The new technology used now in less developed countries is taken from the developed countries.

3. It is necessary to replace this inefficient equipment with the new equipment.

4. The production cycle for manufacturing Coca Cola and some other drinks in Russia is not the same as the production cycle in West Europe.

5. Generally, the value of renewable resources is not so high as the value of non-renewable resources.

### **8. Вставьте в предложения пропущенные слова one или it, обращая внимание на разные значения этих слов.**

Electronic mail or simply e-mail is sure to have become ... of the important and widely used means of contact among computer users. ... is used for transmitting (передать) and receiving messages (сообщение) by digital (цифровой) computers through a network. ... is essential that e-mail system allows computer users connected to the network to send texts, graphics or even sounds and animated images to other has become a usual method of communication both between friends and business partners. ... can send some information and refer ... either to an individual or to a group of people simultaneously (одновременно). A computer user usually has an

electronic mailbox with his own address, but he can easily change ... at any moment. ... is due to e-mail that... can receive, view, save, print his correspondence and send answers. Nowadays ... is necessary to facilitate the use of advanced email systems, for example the ... for encrypting private messages.

**9. Напишите this или these.**

Take \_\_\_\_\_ trousers.

Take \_\_\_\_\_ sweater.

Don't take \_\_\_\_\_ bag.

Don't take \_\_\_\_\_ shorts.

Take \_\_\_\_\_ hat.

Take \_\_\_\_\_ scarf.

Don't take \_\_\_\_\_ boots.

Take \_\_\_\_\_ shoes.

**10. Выберите правильное слово.**

This / These is a car.

That / Those are planes.

Those / That is a whale.

That / Those are sharks.

This / These is my guitar.

That / Those is an island.

**11. Вставьте правильное слово.**

1. This \_\_\_\_\_ is easy. a) questions b) homework
2. These \_\_\_\_\_ are my neighbors. a) women b) man
3. What are you doing \_\_\_\_\_ afternoon? a) that b) this
4. Who's \_\_\_\_\_ speaking? a) this b) it
5. These are my glasses and \_\_\_\_\_ are hers. a) those b) that
6. We are going to the seaside \_\_\_\_\_ summer. a) that b) this
7. \_\_\_\_\_ man over there is a famous politician. a) That b) These

**12. Вставьте this, that, these, those.**

1. None of \_\_\_\_\_ present expressed any surprise on hearing \_\_\_\_\_.
2. Try one of \_\_\_\_\_.
3. \_\_\_\_\_ is a computer
4. \_\_\_\_\_ are the TV sets of the latest type.
5. Suddenly I felt something soft and warm on my knees. \_\_\_\_\_ was a cat.
6. Whom were you talking with? \_\_\_\_\_ was a friend of mine.

**13. Выберите правильно this, that, these, those.**

1. \_\_\_\_\_ people over there are waiting for the bus
2. The day I first came to London was wonderful. I will remember \_\_\_\_\_ day for ever.
3. \_\_\_\_\_ summer I'm pretty busy.

4. I'm working as a receptionist \_\_\_\_\_ days.
5. \_\_\_\_\_ were the days!
6. Do you remember \_\_\_\_\_ winter when we all went to Egypt?
7. Hello! \_\_\_\_\_ is Alan. Can I speak to Harry, please?
8. \_\_\_\_\_ is a new cathedral and \_\_\_\_\_ one over there was built 900 years ago.
9. Will you come over at five o'clock? I'll be at home at \_\_\_\_\_ time.
10. The summer of 1999 I spent in the country. I remember we had a lot of rain \_\_\_\_\_ year.
11. \_\_\_\_\_ are my sisters. They have just arrived from London.
12. Who was \_\_\_\_\_ girl I saw you with last night?
13. Do you want to sit on \_\_\_\_\_ chair here or on \_\_\_\_\_ one over there?
14. \_\_\_\_\_ sweets you gave me last night were very nice.
15. Look at \_\_\_\_\_ colourful air balloons in the sky!
16. Clyde and Nancy have decided to buy a house \_\_\_\_\_ year.
17. \_\_\_\_\_ trees over there were planted by the pupils of our school
18. \_\_\_\_\_ buildings just in front of you were erected in the 18th century.
19. Hello, Mrs. Swift. \_\_\_\_\_ is Mr. Willis from Globe & Co speaking
20. I wish I would have bought \_\_\_\_\_ woolen sweater last Sunday.
21. You'd better take \_\_\_\_\_. The others we saw don't match your dress.
22. I couldn't forget \_\_\_\_\_ beautiful girl I had met in the park.
23. Do you know \_\_\_\_\_ little boy? He says he has been lost in the shop.
24. Can you reach \_\_\_\_\_ old books on the top shelf?

#### 14. Ответьте на вопросы.

**Образец: Whose watch is this? (Linda) This is Linda's watch.**

1. Whose books are these? (the pupils)
2. Whose house is this? (John)
3. Whose offices are these? (the bankers)
4. Whose flowers are these? (my mother)
5. Whose translation is this? (my friend)
6. Whose shoes are these? (my sister)
7. Whose stamps are these? (Ted)
8. Whose fields are these? (the farmers)
9. Whose discovery is this? (Newton)
10. Whose duties are these? (the pupils)
11. Whose words are those? (our teacher)

## Текст № 2. Factors of Production: Capital and Labour

### 1. Прочитайте и переведите текст.

Factors of production are resources used by firms as inputs for a good or service to be produced. Factors of production are as follows: capital, labour, and natural resources. In economic theory, the term “capital” refers to goods and money used to produce more goods and money. Classifications of capital vary with the purpose of the classification. The most general distinction is the one made between physical, financial, and human capital. Physical capital is land, buildings, equipment, raw materials; bonds, stocks, available bank balances are included in the financial capital. They both make a great contribution to production. To group capital into fixed capital and circulating capital is common practice<sup>1</sup>. The former refers to means of production such as land, buildings, machinery and various equipment. They are durable, that is, they participate in the production process over several years. Circulating capital includes both non-renewable goods, such as raw materials and fuel, and the funds required to pay wages and other claims against<sup>2</sup> the enterprise. Non-renewable goods are used up in one production cycle and their value is fully transferred to the final product. Human capital is knowledge that contributes “know-how” to production. It is increased by research and disseminated through education. Investment in human capital results in new, technically improved, products and production processes which improve economic efficiency. Like physical capital, human capital is important enough to be an indicator of economic development of a nation. It is common, in economics, to understand labour as an effort needed to satisfy human needs. It is one of the three leading elements of production. Labour has a variety of functions: production of raw materials, manufacturing of final products, transferring things from one place to another, management of production, and services like the ones rendered by physicians and teachers. One can classify labour into productive and unproductive. The former produces physical objects having utility. The latter is useful but does not produce material wealth. Labour of the musician is an example. Unlike other factors of production, for example capital, once workers are employed, their efficiency can vary greatly with organization of work and their motivation. Demand for labour is influenced by the demand for goods produced by firms, the proportion of wages in total production costs, etc. The supply of labour depends upon the size of population, geographic mobility, skills, education level (human capital), etc. Workers supply labour either individually or through trade unions. If demand for and supply of labour are not in equilibrium, there is unemployment. The rate of unemployment is a percentage of the total labour force without a job. It is desirable for an economy to have the lowest possible unemployment rate and to achieve higher employment as neither full use of resources nor maximum level of output can be achieved in an economy having unemployment. Factors of production are combined together in different proportions in order to produce output. It is assumed in economics that one should choose the combination of factors which minimizes the cost of production and increases profits. The third



factor of production, natural resources, poses too many economic problems<sup>3</sup> to be discussed here. We will analyze them in the following unit.

### Пояснения к тексту

<sup>1</sup> is common practice – зд. Общепринято;

<sup>2</sup> claims against – требования; претензии на что-либо, права на что-либо;

<sup>3</sup> to pose problems – ставить проблемы.

### Словарный минимум к тексту

as follows [az'fɒləʊz] – как следует ниже; следующий

following ['fɒləʊɪŋ] а. – следующий; нижеперечисленный, нижеследующий

capital ['kæpɪtl] n. – капитал

physical ['fɪzɪkəl] capital – физический капитал (фактор производства, обычно представленный машинами, оборудованием и производственными зданиями)

financial [faɪ'næŋʃl] capital – финансовый капитал (фактор производства, обычно представленный деньгами)

human ['hju:mən] capital – человеческий капитал (умение и мастерство, общее или специальное, приобретенные человеком в ходе профессиональной подготовки и производственного опыта)

fixed [fɪkst] capital – основные средства (капитал, вложенный в основные фонды предприятия, т. е. землю и здания, производственные сооружения, машины и оборудование, инвестиции в компании-филиалы)

circulating ['sɜ:kjələɪt] capital – оборотный капитал (часть капитала компании или другой организации, которая задействована в ее торговой деятельности)

labour ['leɪbə(r)] n. – труд

labour force [fɔ:s] – рабочая сила; трудовые ресурсы; самодеятельное население; число работающих (напр. на предприятии)

natural ['nætʃrəl] а. – естественный, природный natural resources – природные ресурсы

nature ['neɪtʃə(r)] n. – природа

to vary ['veəri] with – различаться в зависимости от; зависеть от

to vary from ... to ... – изменяться, колебаться (в пределах, от ... до ...)

variety [və'raɪəti] n. – разнообразие

a variety of (factors) – ряд, множество (факторов)

various ['veəriəs] а. – различный, разный; разнообразный Purpose ['pa:pz]

n цель, намерение

for this purpose – с этой целью

equipment [ɪ'kwɪpmənt] n. – оборудование

raw [rɔ:] material(s) – сырье

raw adj. – сырой, необработанный

available [ə'veɪləbl] a. – наличный, имеющийся в наличии; (to smb) доступный (кому-л.)

availability [ə'veɪlə'bɪləti] n. – наличие

contribution [ˌkɒntrɪ'bju:ʃn] n. (to smth) – вклад (во что-л.)

to make a contribution to science – сделать вклад (внести свою лепту) в науку

contribute [kən'trɪbjʊ:t] v. (to smth) – делать вклад (во что-л.); содействовать, способствовать (чему-л.)

means [mi:nz] of production – средства производства

machinery [mə'ʃɪ:nəri] n. машины; оборудование

durable ['djʊərəbl] a. – длительного пользования

durable goods – товары длительного (долговременного) пользования  
durables n. товары длительного пользования

production process ['prəʊsɪs] – производственный процесс

fuel ['fjuəl] n. – топливо, горючее

require [n'kwaɪə] v. (smth) – нуждаться (в чем-то), требовать (чего-л.)

required [n'kwɑɪəd] a. – необходимый

requirement [rɪ'kwɑɪəmənt] n. – требование; нужда, потребность

to meet the requirements – удовлетворять потребности; отвечать требованиям

wage(s) ['weɪdʒ (ɪz)] часто pl. – заработная плата

enterprise ['entəpraɪz] n. – промышленное предприятие; завод, фабрика

non-renewable [ˌnɒn rɪ'nju:əbl] a. – невозобновляемый

non-renewable resources – невозобновляемые, истощимые ресурсы

renewable [rɪ'nju:əbl] a. – возобновляемый

to use up – израсходовать, использовать (полностью); истощить

production cycle ['saɪkl] – производственный цикл

value ['vælju:] n. – стоимость (в денежном выражении); ценность

transfer [træns'fɜ:(r)] v. – переносить, перемещать; переводить (деньги), перечислять (суммы); перевозить

final [faɪnl] product – конечный продукт

investment [ɪn'vestmənt] (in smth) n. – капиталовложение, помещение капитала, денег, инвестирование; инвестиция, вклад (во что-л.)

invest [ɪn'vest] (in smth) v. – помещать, вкладывать деньги, капитал (во что-л.)

efficiency [ɪ'fɪʃnsi] n. – эффективность; производительность; продуктивность

efficiency of labour – производительность труда

inefficiency [ɪnɪ'fɪʃnsi] n. – неэффективность

efficient [ɪ'fɪʃnt] a. – эффективный, действенный; целесообразный

inefficient [ɪnɪ'fɪʃnt] adj. – неэффективный, малопродуктивный

like [laɪk] adj. в грам. знач. предлога – подобно, как

unlike [ˌʌn'laɪk] adj. в грам. знач. предлога – в отличие от

manufacture [ˌmænjʊ'fæktʃə(r)] v. – производить; изготавливать

manufacturing n. – производство  
 manufacturer n. – изготовитель; производитель; поставщик  
 management ['mænidʒmənt] n. – управление  
 manage ['mænidʒ] v. – руководить, управлять  
 manager ['mænidʒə] n. – управляющий, руководитель; директор  
 employ [im'plɔɪ] v. – предоставлять работу; нанимать; использовать  
 employed adj. – имеющий работу (службу) (не безработный)  
 employed workers – занятые рабочие (не безработные)  
 employment [im'plɔɪmənt] n. – работа (по найму); занятость (рабочей силы)  
 full employment – полная занятость, отсутствие безработицы  
 unemployed [ˌnɪm'plɔɪd] adj. – безработный  
 unemployment [ˌnɪm'plɔɪmənt] n. – безработица  
 unemployment rate [reit] (тж. rate of unemployment) – уровень безработицы  
 production costs (тж. costs of production) – издержки производства  
 production cost (тж. cost of production) – себестоимость  
 cost n. – стоимость; pl. – расходы, издержки  
 cost v. – стоить, иметь стоимость  
 size [saɪz] n. – размер(ы), величина; объем  
 population [ˌpɒpjʊ'leɪʃn] n. – население  
 trade union [ˌtreɪd 'juːniən] – профсоюз  
 job [dʒɒb] n. – работа, место работы

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## Урок 7. Санкт-Петербург

### Лексика

patron	покровитель
possession	владение, обладание
conqueror	завоеватель
route	маршрут
to occupy	занимать
outlet	выход
to capture	захватывать силой
to consider	рассматривать
delta	дельта
coast	побережье
gulf	залив
latitude	широта
longitude	долгота
suburbs	пригород (pl. окрестности)
canal	канал
bridge	мост
embankment	набережная
to suffer	страдать
flood	наводнение
destruction	разрушение, уничтожение
damp	влажный, сырой
maritime	морской
trial	испытание
unprecedented	беспримерный

to endure	стойко переносить, выдерживать
blockade	блокада
generation	поколение
shelling	артиллерийский обстрел
starvation	голод
legislative	законодательный
to survive	выжить
to create	создавать, творить
facilities	сооружение
megapolis	мегаполис, город-гигант
heritage	наследство
landscape	пейзаж
landmark	достопримечательность
drawbridge	подъемный мост
to celebrate	праздновать
siege	осада
cannon	пушка
theatre	театр
circus	цирк
museum	музей
to comprise	включать
architect	архитектор
sculptor	скульптор
to preserve	сохранять
to frequent	часто посещать
to perform	исполнять, представлять
composer	композитор
prominent	выдающийся
glorious	славный, знаменитый
to be proud of	гордиться
attractive	привлекательный

### Текст № 1. Saint Petersburg

The city was founded in 1703 by Peter I, it takes its name from its patron, St. Peter. In the 9th century the Neva Lands were joined to the Ancient Russian State. In the 12th century they were in the possession of the Novgorod Feudal Republic and from the 13th century a long-lasting fight of Russia against the conquerors for the Neva Lands began because of the vital trade route “from the Varagians to the Greeks”.

In the beginning of the 18th century the Swedes occupied a large territory from Lake Ladoga to Narva. An outlet to the Baltic Sea became a sharp necessity for Russia. The war between Russia and Sweden (1700–1721) opened “the window on the West”. In 1703, Peter I captured the Swedish fortress of Nienschanz on the Neva. This place became the capital of the Russian Empire from 1712 to 1918. The Tsar

ordered to build the Peter and Paul Fortress on Zayachy Island (Hare Island) and the 16th of May (May 27, New Style) 1703 is considered to be the birthday of the city.

The city is situated on the East coast of the Gulf of Finland in the delta of the Neva river on 42 islands. St. Petersburg is located at latitude 60° north and longitude 30° east. The territory of the city is 606 square kilometres, it is about 1,439 square kilometres with suburbs. The distance from north to south is 60 km, from west to east is 30 km.

The city is called the Venice of the North for its numerous rivers (50), canals (31), bridges (more than 530), embankments (23). The main water way of the city is the Neva river. St. Petersburg from its very foundation has several times suffered from flood destruction. The water in the Neva has risen above the 1.5 metre mark over 300 times. The climate is damp and maritime. The weather is highly changeable. The average annual temperature is +4,3 °C. The city was laid out on a swampy land.

The Great Patriotic War (1941–1945) was the time of great trial and great heroism for Leningrad–St. Petersburg. After enduring the 900-day blockade, laid by the Nazi Germany, the city became a symbol of the Soviet people's unprecedented courage for the post-war generations around the world. Over one million people died of shelling, cold and starvation. St. Petersburg is one of the largest industrial and cultural centres and one of the most beautiful cities in the world. It is famous for its architecture. There are a lot of landmarks there such as: St Isaac's Cathedral, Kazan Cathedral, the Church of the Saviour on the Spilt Blood, the Winter Palace, the Admiralty, St. Petersburg State University, Palace Square, the Bronze Horseman, the Rostral Columns, the Summer Gardens, drawbridges, White Nights and others.

Nevsky Prospect is the main street of the city. It begins at the Admiralty and ends at the Alexander Nevsky Lavra. If you walk along Nevsky Prospect, you will see many beautiful buildings. You will see the famous Kazan Cathedral with the monuments to the Russian generals Kutuzov and Barklay deTolli, the Alexandrinsky Theatre with the monument to Kathrine II in front of it, the Anichkov Palace and the Belosselsky–Belozersky Palace, facing each other across the Fontanka River. The bridge over the Fontanka is famous for Klodt's sculptural groups of a man taming a horse.

St. Petersburg is a spiritual and intellectual capital. There are many theatres in St. Petersburg, such as the Mariinsky Opera and Ballet House, the Maly Opera and Ballet House, the Alexandrinsky Theatre, the Tovstonogov Drama Theatre, the Akimov Comedy Theatre, the Musical Comedy and many others. The famous composers as Tchaikovsky and Rimsky-Korsakov, Glazunov and Shostakovitch, Sviridov and Gavrilov studied and worked there. The first Russian permanent circus was established in St. Petersburg in the 19th century.

There are a lot of museums there. The Hermitage is the largest museum in our country and the second museum in the world. There are about 3 million art and historical items in 322 suites of rooms that are 24 km in total length. The Russian Museum holds the largest collection of Russian Fine Arts and is the first public gallery opened in Russia.

St. Petersburg is also famous for the beautiful Neva and its embankments and bridges. The city is especially beautiful during the White Nights in summer. Citizens

and tourists enjoy visiting the suburbs of St. Petersburg: Petergof, Pushkin, Pavlovsk with their wonderful palaces, parks and fountains.

**1. Ответьте на следующие вопросы к тексту:**

1. Where is St. Petersburg located?
2. How many islands are there in St. Petersburg?
3. What river runs through St. Petersburg?
4. Who founded St. Petersburg and when?
5. What is the territory of the city?
6. How many bridges and rivers are there in St. Petersburg?
7. The weather is highly changeable in St. Petersburg, isn't it?
8. When were the Neva Lands joined to the Ancient Russian State?
9. Were the Neva Lands in the possession of the rich Novgorod Feudal Republic?
10. Why did the conquerors fight for the Russian Lands?
11. Why did Peter I resume the struggle with Sweden for the Russian exit to the Baltic Sea?
12. What do they call that war?
13. When was "the window on Europe" opened?
14. Who is the patron saint of the city?
15. What do you know about the siege of Leningrad during World War II?
16. What is the main street of St. Petersburg?
17. What can you see if you walk along the Nevsky Prospect?
18. What monument stands in front of the Alexandrinsky Theatre?
19. What is the bridge over the Fontanka famous for?
20. In what season is St. Petersburg especially beautiful?
21. Are there any landmarks in the city?
22. What are the main holidays in the city?
23. What theatres are there in St. Petersburg?
24. What famous people, living in St. Petersburg, do you know?
25. What are the Hermitage and the Russian Museum famous for?

**2. Согласитесь или не согласитесь со следующими утверждениями:**

**True or false?**

1. St. Petersburg is located at latitude 60° north and longitude 90° east.
2. The territory of the city is 200 sq km.
3. The city is called the Venice of the North.
4. The main water-way of the city is the Fontanka river.
5. The climate is damp and maritime.
6. The city has 400 times suffered from flood destruction.

**3. Вставьте правильные слова и фразы из приведенного ниже списка.**

*(possession, captured, occupied, patron, outlet, Russian Empire, conquerors, founded)*

1. The city was ... in 1703 by Peter I, it takes its name from its ... St. Peter.
2. In the 12th century they were in the ... of the Novgorod Feudal Republic.

3. From the 13th century a long-lasting fight of Russia against the ... for the Neva Lands began.

4. In the beginning of the 18th century the Swedes ... a large territory from Lake Ladoga to Narva.

5. An ... to the Baltic Sea became a sharp necessity for Russia.

6. In 1703, Peter I ... the Swedish fortress of Nienschanz on the Neva.

7. This place became the capital of the ... from 1712 to 1918.

#### **4. Вставьте предлог, если необходимо.**

1. St. Petersburg Educational System is closely connected ... cultural life of St. Petersburg, ... the scientific achievements ... all branches ... science, it is cooperated ... different institutions ..... the city, and is humane ... nature.

2. The Academy .... Sciences was created ... order ... Peter the Great ... St. Petersburg.

3. All ... all these institutions provide educational facilities ..... 300,000 students.

4. The Alexandrinsky Theatre is situated ... .. a monument to Catherine II.

5. The bridge ... the Fontanka is famous for Klodt's sculptures of a man taming a horse.

#### **5. Выберите правильный вариант.**

1. St. Petersburg is located at latitude  $60^\circ$  ... .. and longitude  $30^\circ$  east.

a) north

b) west

c) south

2. The city is situated on the East coast of the ...

a) Gulf of Finland

b) Neva river

c) Lake Ladoga

3. The city was founded in ...

a) 1703

b) 1709

c) 1712

4. The war between Russia and Sweden of 1700–1721 years opened the window...

a) on the West

b) on the East

c) on the South

5. After ... the 900-day blockade, laid by the Nazi Germany, the city came a symbol of the Soviet people's unprecedented courage.

a) suffering

b) enduring

c) overcoming

6. It is the only city in Russia where new use in the period 1998–2000. lines have been brought into...



- a) bus
  - b) tram
  - c) metro
7. All in all these institutions provide educational ... ..for 300,000 students.
- a) facilities
  - b) abilities
  - c) tests
8. The Russian Museum is the first ... opened in Russia.
- a) public gallery
  - b) museum
  - c) exhibition
9. A vision for the future is based on the ... of the past.
- a) traditions
  - b) holidays
  - c) customs

### **6. Переведите с русского на английский.**

1. Давайте поговорим о будущем нашего города. Без прошлого – нет будущего.
2. Весь город – это исторический памятник, музей.
3. У некоторых людей будущее вызывает опасение, в то время как другие люди полны надежд и энтузиазма.
4. Мы думаем, что это зависит от нас – сделать город лучшим местом проживания.
5. Много знаменитых людей живут и работают в Санкт-Петербурге.
6. Санкт-Петербург часто посещают туристы из-за границы и граждане России.
7. Наш город – духовная и интеллектуальная столица.
8. Город был основан в 1703 году Петром I и назван в честь своего покровителя, святого Петра.
9. Город называют «Северной Венецией» за многочисленные реки, каналы, мосты, набережные, находящиеся в нем.

### **Система времен глагола в страдательном залоге**

*Сравните:*

Sam wrote the letter.

Normally we deliver goods in time.

The letter was written by Sam.

The goods are normally delivered in time.

Если подлежащее в предложении само осуществляет действие, то мы говорим о глаголе-сказуемом в действительном (активном) залоге.

Если же подлежащее подвергается воздействию со стороны другого лица или предмета (т. е. является объектом действия), то мы говорим о глаголе в

страдательном (пассивном) залоге. Обычно эта форма используется тогда, когда неважно или неизвестно, кто выполнил то или иное действие.

Утвердительная форма глаголов страдательного залога в Simple Tenses образуется при помощи вспомогательного глагола to be Past Participle смыслового глагола. Лицо, совершающее действие, выражается существительным или местоимением с предлогом by.

The contract is signed by Mr. Brown.                      Контракт подписан м-ром Брауном.

I was met by the top management of Continental Equipment.                      Меня встретили руководители компании.

В английском языке глагол в страдательном залоге в Present Simple Tense может, в зависимости от контекста, выражать как само действие, так и его результат. Сравните:

Coffee **is** usually **imported** from Brazil.                      Обычно кофе импортируется из Бразилии.

This consignment of coffee **is imported** from Brazil.                      Эта партия кофе импортирована из Бразилии.

Глаголы, требующие после себя предложного дополнения (to look at, to look for, to listen to, to speak about, to talk to, to send for, etc), сохраняют предлог при переходе в пассивную форму:

Jim was sent for by the President.                      За Джимом послал Президент.

The fair is much talked about.                      Про выставку много говорят.

В вопросительной форме вспомогательный глагол ставится перед подлежащим:

Are cars produced by many countries?                      Автомобили производятся во многих странах?

When was the L/C opened?                      Когда был открыт аккредитив?

В отрицательной форме частица not ставится после вспомогательного глагола:

These documents are not sent by fax.                      Эти документы по факсу не передаются.

The price was not accepted by the buyers.                      Цена не была принята покупателями.

Ниже приводятся формы активного и страдательного залога на примере глагола to show.

**PASSIVE****ACTIVE****Present Simple**

His office is shown by him.

He shows his office.

**Present Continuous**

He is showing his office now.

His office is being shown by him now.

**Present Perfect**

He has already shown his office.

His office has already been shown by him.

**Past Simple**

He showed his office.

His office was shown by him.

**Past Continuous**

All day he was showing his office.

His office was being shown by him all day.

**Past Perfect**

He had shown his office before the party began.

His office had been shown by him before the party began.

**Future Simple**

He will show his office tomorrow.

His office will be shown by him tomorrow.

**Future Continuous**

All day tomorrow he will be showing his office.

His office will be being shown all day tomorrow.

**Future Perfect**

He will have shown his office by six o'clock.

His office will have been shown by six o'clock.

Формы Future Perfect, Present Continuous, Past Continuous, Future Continuous употребляются в страдательном залоге редко.

## Упражнения

### 1. Переведите предложения, учитывая особенности перевода английского пассивного залога.

1. The letter was dictated by the sales manager.
2. The company's account is published in the "Annual Report".
3. The trial order was placed after comparing the offer of Mr. Brown with other offers received.
4. The total amount of money which the company has earned during the year was shown in the profit and loss account.
5. Some money is borrowed by the group, but the group has to pay interest on it.
6. The dividend of the preference shares is guaranteed and is always paid.
7. A part of its profits is kept by the firm as added to reserves.
8. The terms of payment were considered by the client attentively.
9. The price list and the catalogue are referred to in this business letter.
10. This manufacturer can be dealt with.
11. The terms of payment are affected by the economical position of the firm.
12. The profits of the company were referred to by a commercial journal.
13. We are required to examine in details the fundamentals of this phenomenon.
14. Under a capitalist system, property resources are owned by private individuals and private institutions rather than by government.
15. The problem of peak traffic hours can be dealt with in several ways.
16. The industry was not competitive; it was dominated by one big firm.
17. Some specific suggestions have been offered recently to deal with the problems of bureaucratic inefficiency.
18. When government makes the decision to build an interstate highway, private concerns are given the responsibility for carrying out this decision.
19. The American economy can be described as mixed capitalism. It is primarily a market economy, but the operation of the price system is influenced by the government in a variety of ways.
20. Many industries are dominated by a small number of large corporations.
21. Economic life is greatly affected by the government.
22. State and local government have been faced with serious fiscal problems.
23. They were told that their morning appointment with the chairman of the Board (председатель совета) had to be postponed (отложить) until the afternoon.
24. Now the customers are required to serve themselves, they do it very often today.
25. During and immediately after the World War II customers in most stores no longer required or were offered sale's help. They either served themselves or were waited on (зд. обслуживаться) by sale's personnel.
26. Difficulties are often met with in solving economic problems.
27. First economic successes were followed by a recession.
28. This economist opinion cannot be much relied upon.

**2. Из данных предложений выберите предложения с пассивным залогом и переведите их.**

1. Prices are determined in the product market by the interaction of the supply decisions of the competing households. In the resource market, the demand decisions of competing businesses, coupled with supply decisions of competing households, determine prices.

2. Total receipts are found by multiplying product price by the quantity of product sold. Total costs are found by multiplying the price of each resource used and the amount employed and summing the cost of each.

3. Consumer sovereignty dominated a competitive market economy.

4. The functioning of the private sector through the price system is modified in a variety of ways by public sector.

5. The government modified the operation of the price system.

6. The basic services provided by government include the use of police powers to maintain internal order.

7. Different measures are provided by the government to prevent fraudulent (мошеннический) activities on the part of producers and, simultaneously, to increase the public's confidence in the integrity of the price system.

8. Monopolists are not regulated by the will of society as are competitive sellers.

9. The government regulated prices and service standards by creating public commissions.

10. Society's total income is divided among individual households. Households divide their total incomes among personal taxes, saving and consumer goods.

11. The part of corporate income which is paid out of dividends is taxed twice. It is first taxed under the corporate income tax and it is taxed again as personal income to stockholders.

**3. Выберите правильную грамматическую форму:**

1. Этот дом был построен в прошлом году.

- a. was being built
- b. has been built
- c. was built

2. На этой неделе преподаватель объяснил новый материал.

- a. had been explained
- b. was explained
- c. has been explained

3. Цветы уже политы.

- a. are watered
- b. have been watered
- c. were watered

4. Такие столы делают из дорогого дерева.

- a. are being made
- b. have been made
- c. are made

5. Их еще не пригласили.
- a. were not invited
  - b. had not been invited
  - c. have not been invited

**4. Поставьте глаголы в одну из форм совершенного пассива.**

**Поставьте перед ними подлежащее и переведите:**

- to be delivered
- to be expanded
- to be connected
- to be required

## **Текст № 2. Taxes and Public Spending**

### **1. Прочитайте и переведите текст.**

In most economies government revenues come mainly from direct taxes on personal incomes and company profits as well as indirect taxes levied on purchase of goods and services such as value added tax (VAT) and sales tax. Since state provision of retirement pensions is included in government expenditure, pension contributions to state run social security funds are included in revenue, too. Some small component of government spending is financed through government borrowing. Government spending comprises spending on goods and services and transfer payments. Governments mostly pay for public goods, that is, those goods that, even if they are consumed by one person, can still be consumed by other people. Clean air, national defence, health service are examples of public goods. Governments also provide such services as police, fire-fighting and the administration of justice<sup>1</sup>. A transfer is a payment, usually by the government, for which no corresponding service is provided in return<sup>2</sup>. Examples are social security, retirement pensions, unemployment benefits and, in some countries, food stamps<sup>3</sup>.

In most countries there are campaigns for cutting government spending. The reason for it is that high levels of government spending are believed to exhaust resources that can be used productively in the private sector. Lower incentives to work are also believed to result from social security payments and unemployment benefits. Whereas spending on goods and services directly exhausts resources that can be used elsewhere, transfer payments do not reduce society's resources. They transfer purchasing power from one group of consumers, those paying taxes, to another group of consumers, those receiving transfer payments and subsidies. Another reason for reducing government spending is to make room for<sup>4</sup> tax cuts. Government intervention manifests itself in tax policy which is different in different countries. In the United Kingdom the government takes nearly 40 percent of national income in taxes. Some governments take a larger share, others a smaller share. The most widely used progressive tax structure is the one in which the average tax rate rises with a person's income level. As a result of progressive tax and transfer system

most is taken from the rich<sup>5</sup> and most is given to the poor<sup>6</sup>. Rising tax rates initially increase tax revenue but eventually result in such large falls in the equilibrium quantity of the taxed commodity or activity that revenue starts to fall again. High tax rates are said to reduce the incentive to work. If half of all we earn goes to the government, we may prefer to work fewer hours a week and spend more time in the garden or watching television. Cuts in tax rates will usually reduce the deadweight<sup>7</sup> tax burden and reduce the amount of taxes raised but might increase eventual revenue. If governments wish to reduce the deadweight tax burden and balance spending and revenue, they are supposed to reduce government spending in order to cut taxes.

### Пояснения к тексту

<sup>1</sup> administration of justice ['dʒʌstɪs] – отправление правосудия;

<sup>2</sup> in return – в ответ;

<sup>3</sup> food stamps – продуктовые карточки, продовольственные талоны, по которым малоимущие граждане, как, например, в США, имеют право получать продукты питания в определенных магазинах, но не могут обменивать их на деньги;

<sup>4</sup> to make room for – зд. создать условия для;

<sup>5</sup> the rich – богатые

<sup>6</sup> the poor – бедные;

<sup>7</sup> reduce the deadweight ['dedweɪt] tax burden ['bɜːdn] – снизить налоговое бремя.

### Словарный минимум к тексту

mainly ['meɪnli] adv. – главным образом, в основном

direct [d(a)'ɪrekt] tax – прямой налог

indirect [ɪndə'rekt] tax – косвенный налог (налог на товары или услуги, а не на частное лицо или компанию)

levy [levi] v. – 1) облагать налогом; 2) собирать, взимать налоги

to levy a tax on smb – облагать кого-л. налогом, взимать налог с кого-л.

value added tax (VAT) – налог на добавленную стоимость (НДС)

sales [seɪlz] tax – налог с оборота, налог на продажи (производители платят его, когда изделия считаются законченным товаром; оптовики – при продаже товара розничному продавцу; розничные продавцы – при продаже товара покупателям)

state [steɪt] n. – государство

retirement pension [rɪ'taɪəmənt 'penʃn] – пенсия за выслугу лет

contribution [ˌkɒntrɪ'bjuːʃn] n. – взнос

a contribution to a fund – взнос в фонд

social security fund [ˌsəʊʃl sɪ'kjʊərəti fʌnd] – фонд социального обеспечения (государственный фонд для выплаты пособий по болезни и безработице, пенсий, пособий женщинам и детям)

borrowing ['bɒrəʊɪŋ] n. – заимствование

borrow [bɒrəʊ] v. (smth from smb) – брать займы (что-л. у кого-л.), одалживать (что-л. у кого-л.)

comprise [comprɪz] v. (smth) – включать (что-л.), состоять (из чего-л.)

transfer payment – переводной платеж (произведенный платеж, который не связан с оплатой товаров и услуг, например, пенсии, пособия по безработице, субсидии фермерам и т. д.)

pay [peɪ] (paid [peɪd], paid) v. (for smth) – платить (за что-л.)

public ['pʌblɪk] goods – общественный товар, товар общественного пользования (благо, к которому одновременно имеют доступ все люди в данной экономике)

still [stɪl] cj. – все же; тем не менее; однако

national defence [ˈnæʃnəl dɪˈfens] – национальная оборона

unemployment benefit [ˈbenɪfɪt] – пособие по безработице

cut [kʌt] (cut, cut) v. – сокращать, снижать; уменьшать; урезать

cut n. сокращение, снижение; уменьшение

reason [ˈriːzn] n. (for smth) – причина (чего-л.)

for some reason – по какой-л. причине

exhaust [ɪgˈzɔːst] v. – истощать, исчерпывать

productively [prəˈdʌktɪvli] adv. – производительно, продуктивно

productive [prəˈdʌktɪv] adj. – производительный; производственный

whereas [ˌweəɪˈæz] cj – тогда как, в то время как

purchasing power [pɜːtʃæsɪŋ paʊə(r)] – покупательная способность (стоимость денег, измеряемая в соответствии с количеством товара, который можно на них приобрести)

nearly [ˈniəli] adv. – почти; чуть не

share [ʃeə(r)] – доля, часть

tax rate [reɪt] – норма (ставка) налога (налогообложения) (налог, взимаемый на единицу облагаемой налогом суммы, выражаемый в процентном отношении, например, налог \$5 на сумму в \$100 значит, что ставка налога составляет 5 %)

initially [ɪˈniʃli] adv. – с самого начала, вначале; первоначально

initial [ɪˈniʃl] adj. – начальный, первоначальный; исходный

tax revenue – налоговые поступления, доходы от налогов

eventually [ɪˈventʃuəli] adv. – в конечном счете, в итоге, в конце концов

eventual [ɪˈventʃuəl] a конечный, окончательный

to tax [tæks] v. (smth) – облагать налогом (что-л.)

taxed commodity or activity – продукция или деятельность, облагаемая налогом syn.

taxable [ˈtæksəbl] a. – подлежащий обложению налогом

raise [reɪz] v. – собирать, взимать (налоги, плату)

## 2. Ответьте на вопросы к тексту.

1. How is government spending financed?

2. What do governments pay for?

3. What are the three reasons for cutting government spending?



4. Which share of national income comes from taxes?
5. What are the characteristics of the progressive tax structure?
6. What may be the result of very high tax rates?

**3. Составьте из приведенных ниже слов синонимические и антонимические пары.**

to manufacture, considerable, to buy, advantage, almost, mostly, so that, great, home, expenditure, provided, unemployed, to need, to produce, to supply, to lead to, taxable, as, if, unproductive, efficient, unlike, to purchase, spending, to cut, to levy, initially, taxed, productive, employed, to require, disadvantage, to sell, like, to provide, since, in order to, mainly, nearly, to impose, to reduce, eventually, domestic, to give rise to.

**4. Переведите на английский, употребляя глаголы в Present, Past или Future Simple Passive.**

Мне рассказали. – Мне рассказывают. – Мне расскажут.

Мне показали. – Мне показывают. – Мне покажут.

Ее привели. – Ее приводят. – Ее приведут.

Нас спросили. – Нас спрашивают. – Нас спросят.

Нам ответили. – Нам отвечают. – Нам ответят.

Нас послали. – Нас посылают. – Нас пошлют.

Им дали. – Им дают. – Им дадут.

Ему помогли. – Ему помогают. – Ему помогут.

Ему посоветовали. – Ему советуют. – Ему посоветуют.

Его забыли. – Его забывают. – Его забудут.

Его вспомнили. – Его вспоминают. – Его вспомнят.

Нас пригласили. – Нас приглашают. – Нас пригласят.

Нас поправили. – Нас поправляют. – Нас поправят.

Его позвали. – Его зовут. – Его позовут.

**5. Передайте следующие предложения в Passive Voice.**

1. They teach three foreign languages at this school. 2. We received this letter after his departure. 3. Have dogs ever attacked you? 4. Bees gather honey from flowers. 5. The storm drove the ship against a rock. 6. Who discovered the circulation of blood? 7. They are selling delicious fruit ice cream there now. 8. The old man showed us the way out of the wood. 9. They offered her some interesting work. 10. The doctor prescribed her new medicine. 11. They don't think much of him. 12. Everybody laughed at this funny animal. 13. We have been looking for you the whole morning. 14. We shall insist on strict discipline. 15. He has just written this computer program.

**6. Выберите правильный вариант.**

1. Every year London ... by many people from all over the world. a) is visited b) is being visited c) was being visited

2. The biggest museum ... by the Mayor next month, on May 24th. a) opens  
b) is opened c) will be opened
3. Numerous banks, offices and firms ... in the City. a) have been situated  
b) situate c) are situated
4. The City of London ... by fire in 1666 and by bombs in 1940. a) destroyed  
b) was destroyed c) had been destroyed
5. St. Paul's Cathedral... by Christopher Wren (1632–1723), and it... last stone  
was laid in 1710. a) was designed; believes b) designed; believed c) was designed;  
is believed
6. Nearly all English kings and queens ... in Westminster Abbey. a) are being  
crowned b) have been crowned c) had been crowned
7. The Tower of London ... as a fortress, a royal palace and a prison became a  
museum. a) was used b) has been used c) had been used
8. Who ... "There Men in a Boat" .....? a) has ... been written with b) was ...  
written by c) are ... written by
9. My computer ... repaired since last month, so I can't help you find  
information you ask for. a) has been repaired b) is being repaired c) was repaired
10. The child ... by a man who ran away. a) hit b) was hit c) had hit
11. The patient... by the doctor and ... to hospital. a) examined; was taken  
b) was examined; was taken c) was examined; took
12. Linda ... a lot of flowers on her birthday last month. a) gave b) was given  
c) has been given
13. How often ... the latest news ..? – Every half an hour. a) is ... broadcast  
b) are ... broadcast c) is ... being broadcast
14. The chief said that the contract ... the next day. a) will be signed b) would  
sign c) would be signed
15. Tables are made ... wood and are covered ... plastic. a) in; by b) of; with  
c) from; by
16. New methods of technology ... in building houses now. a) are using b) are  
being used c) have been used
17. A lot of things we wear must .... a) dry clean b) be dry cleaned c) being  
dry cleaned
18. Peter was sure that the dog could ..., so he jumped into the river. a) save  
b) be saved c) to be saved
19. It ... that the question ...still ... in the State Duma. a) told; had ... been  
debated b) was said; is ... debated c) was told; was ... being debated
20. The students ... work hard by the new teacher. a) made b) were made  
c) were made to
21. It ... that the scientist has made a new discovery. a) is known b) had been  
known c) was known
22. Traffic rules ... followed. a) can be b) must be c) may be
23. The terrorists ... by the police. a) want b) are wanted c) are wanting
24. The girl didn't suspect that she ... at as she spoke. a) was being laughed  
b) laughing c) laughed

25. The chairman said that such an important fact should ... on. a) comment  
b) be commented c) being commented

26. He didn't... for the work, so he felt he ... a fool of. a) was paid; was making  
b) get paid; was made c) get paid; had been made

27. Jerry hadn't been to that house before, that's why he .... a) got lost b) had  
lost c) was lost

28. They promise that the hotel... by the end of the year. a) will build b) will  
have been built c) had been built

29. The speakers didn't want., as they were pressed for time. a) being  
interrupted b) to be interrupted c) to have been interrupted

30. Some people... in international politics. a) interest b) are interesting  
c) are interested

## РАЗДЕЛ 4. ОСНОВЫ ДЕЛОВОГО ОБЩЕНИЯ В ПРОФЕССИОНАЛЬНОЙ СФЕРЕ

### Урок 8. Развитие личности и перспективы карьерного роста Правила написания CV

#### Лексика

position	должность
vacancy / opening	вакансия
to apply	1) заявлять, обращаться; 2) применять
application	1) заявление, обращение; 2) применение
application for the position	заявление о зачислении на должность
application to smb	заявление чье-то имя
applicant	претендент, заявитель
skillful / experienced	умелый, искусный / опытный
obligation / duty	1) обязательство; 2) обязанность
contractual (treaty) obligations	договорные обязательства
under (an) obligation to smb	обязанный кому-то
fair	честный, справедливый, законный
tension / pressure	напряжение (здесь в переносном смысле)
effort	усилие, напряжение, попытка
to make an effort	сделать попытку
job	1) место работы; 2) результат работы
work	1) работа (как объем); 2) работать
promising	многообещающий
prospective	подающий надежды, перспективный
senior	старший
junior	младший (по должности)
subordinate	подчиненный
to earn	зарабатывать (деньги)
compensation	оплата проделанной работы
wages	зарплата рабочих
fringe benefits	различного рода льготы на работе
deadline	конечный срок подачи чего-то
creative	творческий, созидательный
to create	созидать, творить
creation	создание (процесс)
creator	создатель
creature	создание, существо
competitive	конкурентноспособный
responsibility	1) ответственность; 2) обязанность; 3) платежеспособность (амер.)
to assume (to accept, to take)	взять на себя ответственность
to decline all responsibility for smth	снять с себя ответственность за что-то
to rely on (upon) smb	полагаться на кого-то, надеяться
negotiation(s)	переговоры, обсуждение условий;

to conduct (to carry out) negotiations	вести переговоры
entrepreneur	предприниматель, владелец предприятия,
strength /advantage	просто предприимчивый человек
reference	1) сила; 2) достоинство
experimental period / term of probation	1) ссылка; 2) рекомендация, отзыв
length / duration	испытательный срок
environment	1) длина; 2) продолжительность
one's home environment	окружающая обстановка,
superior, supervisor officer	окружение, среда; семейная обстановка
to discharge	начальник, должностное лицо
salary	уволить, выгнать с работы
fee	зарплата служащих
labour contract (agreement)	гонорар творческих работников
bonus	трудовое соглашение
	премия

### Слова и выражения по теме:

I have a lot of work as a secretary.

You have excellent references from your previous job.

To have good references.

Who are your references?

What do you consider a fair salary?

The hours are from nine to five thirty.

У меня много секретарской работы.

У Вас прекрасные отзывы с предыдущей работы.

Иметь хорошие отзывы.

Кто может за Вас поручиться (рекомендовать)?

Какую зарплату Вы считаете достойной Вас?

Мы работаем с девяти до половины шестого.

### Текст № 1

#### 1. Прочитайте диалог по ролям.

*TST Systems was looking for candidates for the position of Commercial Director. Three applicants came for an interview after they had submitted their resumes. The third and the most successful was Mr. Klimenko. Here is the interview with him.*

– Good morning, sir.

– Good morning. Come in. Mr. Klimenko, isn't it? Please take a seat. You will have to excuse me a moment while I finish signing these letters. Meanwhile please fill in the application form... There, that'll do. Now I can concentrate on you, Mr. Klimenko. Tell me, how long were you in your last job with Alpha?

– Five years. I am only leaving because the firm is moving to Sevastopol, but I think a change will do me good.

– What do you know about our company? Have you got any questions for me?

– I know that this is a very promising company, so I'd like you to inform me what will be the major focus of efforts in the next few years?

– We plan to expand our activities with English-speaking countries, mainly England, to buy equipment and technologies from there and run training programs here. We need a team of creative people to make our company competitive in the world market.

– What will my responsibilities and obligations be during the first year?

– Well, first of all to be responsible for our contacts with English partners. You will need to skillfully negotiate for and buy equipment. The job will involve much travelling. There is likely to be a trade fair in London soon, which we hope you will be able to go to.

– Yes, I see.

– So tell me what are your three main strengths?

– I think they are: reliability, loyalty, and energy.

– OK. Do you work well under pressure?

– Yes. I am accustomed to working under pressure.

– Are you a leader, an entrepreneur by nature?

– Yes, I think so.

– All right. Now, Mr. Klimenko, I am quite prepared to offer you a job with us. You have excellent references from your previous job. You'll start on \$450 and if you do well we'll review it after three months. The hours are from nine to five thirty, with an hour for lunch and a fortnight's holiday. Does that suit you? Any questions?

– What about travel? Where will I go and for what length of time?

– Mostly to England for not longer than a month.

– All right. When do you want me to start, sir?

– In a week, if possible.

– I am afraid I can't start working till the 10th October.

– No problem. We'll be seeing you on the 10th then?

– Yes, certainly. Thank you very much. Goodbye.

– Goodbye.

## Текст № 2

### 2. Прочитайте и перескажите текст.

Mr. Brown, Mr. Green and Mr. Grey are managers at bike factory.

Mr. Brown is a lower-level manager. He is a team leader. He organizes the work of 10 men who assemble bicycles. He checks the assembly process. He is responsible for the quality of the bicycles produced by his team.

Mr. Green is a middle-level manager, he heads the peel department. He recruits new workers and employees. He is also responsible for the training of the workers.

Mr. Grey is a top level manager. He is the chief executive officer of the factory. He coordinates the work of all departments. His three functions are: planning, organizing and controlling.

### Текст № 3

**3. Прочитайте текст. Заполните предложения, используя слова из текста.**

National Economy

What a country does to live is its economy. People make machines, build houses, grow wheat, teach children, drive buses and do a lot of other things. They work in different branches of people's economy: machine-building, construction, agriculture, education, transport.

*John Brown makes cars. He works in ....*

*John's father is a farmer. He works in ...*

*John's wife, Mary, is a teacher. She works in ...*

### Пример сопроводительного письма (Cover letter)

Date Dr., Mr., Ms. Title Company, Institution Address	Дата Д-р, г-н, г-жа Должность, звание Фирма/ учреждение Адрес
Dear Sir/Madam: State your reason for writing. You will either inquire whether any positions are available or you will say which position you are applying for. If you are applying for a specific position identify the source of the information (a person, an advertisement on website etc.)	Уважаемый г-н, г-жа!  Сформулируйте цель письма.
Describe your educational background and professional experience. Focus on those things from your resume that best relate to the position you are applying for.	Вы сообщаете, каким рабочим местом Вы интересуетесь. Если Вас интересует конкретное место, назовите источник информации (человек, объявление на сайте и т. д.)
Say you are enclosing your resume and/or other supporting material. State your willingness to provide more information and to be interviewed.	Опишите свое образование и профессиональный опыт. Особое внимание уделите тем положениям своего резюме, которые наилучшим образом связаны с местом, на которое Вы претендуете.
Thank them for their consideration. Say you look forward to hearing from them. Yours faithfully, (signature) Your name Address Phone Enclosure	Укажите, что Вы прилагаете свое резюме и/или другие необходимые материалы. Выразите желание предоставить дополнительную информацию и пройти собеседование.  Поблагодарите за внимание. Сообщите, что надеетесь получить ответ.  Искренне Ваш (подпись) Ваше имя и фамилия Адрес Телефон Опись прилагаемых материалов

**Пример сопроводительного письма  
(Cover Letter Sample)**

Alexander Job-Seeker  
15 Job Street, Small Town  
Russia 123456  
Phone: +79112223344  
firstname.surname@gmail.com

**September 6, 2023**

Hiring Manager  
Global Networks  
89 Campbell Street  
London WC2 9AN

Dear Sir or Madam,

I am writing with reference to the recent advertisement for the Sales Manager position on Job.com. I am currently pursuing a Master in Innovation Management at the Higher School of Technology and Energy.

I have experience in managing budgets, increasing sales, and interacting with clients at a small trading company. I have acquired the skills to negotiate, develop product promotion strategies, and analyse market trends, and I am confident that I can effectively solve the tasks facing Global Networks and achieve high results in my work.

I also have excellent communication skills and the ability to work in a team, which is especially important in a dynamically developing market. I also speak English at a level sufficient to communicate with international partners and customers.

Please find enclosed a copy of my CV for your reference. If my background and qualifications are of interest to you, please do not hesitate to contact me on +79112223344. I appreciate your time and consideration. I look forward to hearing from you soon.

Yours faithfully,  
*Alexander Job-Seeker*  
Alexander Job-Seeker



### **Клише и выражения сопроводительного письма:**

- *With reference to your advertisement on (website) I would like to apply for the position of... in your company* – Ссылаясь на объявление на (сайте), я хотел бы претендовать на должность... в Вашей фирме.
- *I recently heard from ... that there is a vacancy in your sales department.* – Я недавно услышал от ... о вакансии в Вашем торговом отделе.
- *I am used to working on my own.* – Я привык работать самостоятельно.
- *I appreciate the opportunity to work on my own initiative and to take on a certain amount of responsibility.* – Я высоко ценю возможность работать с должной мерой ответственности, проявляя собственную инициативу.
- *During training for my present job I took courses in marketing.* – Во время обучения для получения должности, которую я занимаю в настоящий момент, я закончил курсы маркетинга.
- *Since my present position offers little prospect for advancement, I would prefer to be employed in an expanding organization such as yours.* – Так как моя настоящая должность не дает мне больших возможностей для продвижения, я хотел бы работать в такой перспективной организации, как Ваша.
- *I am at present earning ... per month.* – В настоящее время я получаю ... в месяц.
- *Thank you for offering me the post/position of...* Благодарю Вас за то, что Вы предложили мне должность...
- *I have pleasure in accepting this position.* – С принимаю эту должность.
- *I am looking forward to commencing work on September 1.* С нетерпением жду начала работы 1 сентября.

### **Письменный отказ от предложенной работы:**

- *I regret to inform you that I am unable to accept the position, since I have received another, more attractive one.* – С сожалением сообщаю Вам, что не могу занять эту должность, так как получил другое, более привлекательное предложение.
- *I feel that my experience in this field would not be used to its full capacity in above position. Therefore I have to decline.* – Чувствую, что мой опыт работы в этой области не будет использован в полной мере, поэтому вынужден отклонить предложение.

### **Резюме**

“CV” (curriculum vitae [kəˌrɪkjələm ˈvi:tai]) и “resume” имеют одинаковое значение. Слово “CV” более распространено в Великобритании, а “resume” – в США. В повседневной речи CV и resume – это одно и то же: краткое изложение своей трудовой биографии, образования и навыков, чтобы устроиться на работу. При устройстве на работу, необходимо обычно отправить анкету и свое resume (резюме) или CV (жизнеописание). Вы также должны отправить

сопроводительное письмо (Cover Letter). Оно должно привлечь внимание работодателя и произвести положительное впечатление. Обычно резюме состоит из нескольких разделов. Например:

John H. Mill  
38 Park Avenue, Ap. 50  
New York, N.Y. 11298  
Tel. (312) 493-8332

OBJECTIVE	A position as a bookkeeper.
SUMMARY	12 years of experience in all routine work in this field. Perfect knowledge of computers and statistics.
RESPONSIBILITIES	Compiled financial reports, balance sheets and production planning forecasts.
EXPERIENCE	FRISCO DOCKS, Inc. San Francisco, California. Deputy Chief of Planning, Commerce Dpt. In charge of account books, statements, new ideas in planning. 1990-1995 SAKHA Co, Ltd. New York. 1980-1990 Accountant. Prepared accounts and balance sheets.
EDUCATION (1977-1980)	LONDON SCHOOL OF ECONOMICS London, Great Britain, Bachelor (Ec.). Mrs. Lori Robe Director of Per Johnston Corp Austin, Texas
PERSONAL	Arrived in the United States January, 1980. British subject. Married, one child.
REFERENCES	Available upon request.

Некоторые считают, что CV отличается от resume только объемом (до 6-8 страниц) и предназначено для кандидатов на высокие должности или для работы за границей. Потенциальный работодатель желает получить детальную информацию. В CV Вы обычно предоставляете фотографию, свои адрес и телефон, личные и паспортные данные и более подробно характеризуете Ваши образование и квалификацию. Приведем для примера одну из функциональных частей CV человека, претендующего на руководящую должность в области машиностроения.

**Objective: Senior position in engineering management**

**HIGHLIGHTS OF QUALIFICATIONS**

- Business oriented, able to understand and execute broad corporate policy
- Strength in analyzing and improving engineering and administrative methods.
- Effective in facilitating communication between management and project team.

- Proven ability to manage both large and small groups and maintain productivity
- Successful in negotiating favorable design and construction contracts

После собеседования, проанализировав свое поведение, подумайте, как Вы можете улучшить впечатление о себе. Если Вы пошлете благодарственное письмо интервьюеру, это будет больше, чем вежливый жест. Это положительное напоминание о Вас станет частью мер, способствующих Вашему приему на работу.

**Образец благодарственного письма**  
(Sample Thank-You Letter)

<p>Mrs. Lori Roberts Director of Personnel Johnson Corporation Austin, Texas 78777</p> <p>Dear Mrs. Roberts:</p> <p>Thank you for your time and attention during my interview with you last week. I appreciated the opportunity to discuss my qualifications and aspirations with you.</p> <p>I hope that all questions were answered to your satisfaction, however, I would be happy to supply any further information you may need.</p> <p>I am very interested in the growth potential of the position we discussed, and I hope you will consider me as a serious candidate.</p> <p>I am looking forward to hearing from you soon.</p> <p>Sincerely yours, Jeanne Nguyen 1730 Green Street Austin, Texas 78776 (512) 554-1730</p>	<p>Г-же Лори Роберте Менеджеру по кадрам корпорации Джонстон Остии, Техас 78777</p> <p>Уважаемая г-жа Робертс!</p> <p>Благодарю Вас за время и внимание, которые Вы уделили на интервью со мной на прошлой неделе. Благодарю Вас также за предоставленную возможность обсудить с Вами мою квалификацию и жизненные цели.</p> <p>Я надеюсь, что Вы удовлетворены моими ответами на все вопросы, и я готова предоставить Вам любую дополнительную информацию, которая может Вам понадобиться.</p> <p>Я бы очень хотела занять должность, про которую мы с Вами говорили, и надеюсь, что Вы рассматриваете меня как серьезного кандидата.</p> <p>С нетерпением жду ответа. Искренне Ваша, Жанна Нгуен 78776 Техас Остин, Грин ст., 1730 (512) 554-1730</p>
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## Формы, функции и перевод причастий Participle I и Participle II

### 1. Формы причастия

		<i>Активный залог</i>	<i>Пассивный залог</i>
<i>Причастие простое</i>	<i>I</i>	receiving	being received
<i>Причастие перфектное</i>	<i>I</i>	having received	having been received
<i>Причастие II</i>		–	received

Причастие I простое (активный залог) образуется путем прибавления окончания –ing к инфинитиву глагола без частицы to: to sell – selling, to establish – establishing.

Если глагол оканчивается на немое –е, то при образовании причастия оно опускается: to eliminate – eliminating, to elaborate – elaborating.

Если глагол оканчивается на согласную, следующую за короткой ударной гласной, то эта согласная удваивается: to put – putting, to sit – sitting.

Если глагол оканчивается на –ie, то сочетание –ie переходит в букву –y: to tie – tying, to lie – lying.

Причастие II (причастие прошедшего времени – Past Participle) правильных глаголов образуется так же, как и форма простого прошедшего времени правильных глаголов (Past Tense), т. е. путем прибавления окончания –ed с учетом ряда особенностей: to ask – asked, to receive – received, to apply – applied, to stop – stopped.

Причастие II неправильных глаголов образуется различными способами: to arise – arisen, to buy – bought, to send – sent.

### 2. Употребление причастий

Причастие I простое употребляется при образовании времен группы Continuous. Причастие II (причастие прошедшего времени) – при образовании времен группы Perfect и пассивного залога.

Кроме указанных функций причастие I простое используется в предложении для выражения одновременности действий и может употребляться в функции:

#### а) обстоятельства времени, причины и образа действия

**Studying** advertising materials, our manager found out many interesting things.

**Not knowing** the main principles of the agreement, the director refused to sign it.

He was reading the letter while **talking** to somebody on the phone.

Изучая рекламные материалы, наш менеджер узнал много интересных вещей.

Не зная основных положений соглашения, директор отказался его подписать.

Он читал письмо, разговаривая с кем-то по телефону.

### б) определения

Last week my secretary sent you the letter **giving** the prices for our products.

На прошлой неделе мой секретарь послала Вам письмо с ценами на наши изделия.

Причастие I перфектное выражает действие, предшествующее другому действию, и может употребляться в качестве обстоятельства причины и времени:

Having reduced the price, we managed to sell more goods.

За счет снижения цены нам удалось продать больше товара.

Having discussed the terms of delivery, he left.

После обсуждения условий поставки он уехал.

Вместо причастия I перфектного можно использовать герундий с предлогами after или on:

**After discussing** the terms of delivery, he left.

Причастие I перфектное не употребляется в функции определения.

Причастие II (причастие прошедшего времени) имеет значение пассивного залога и употребляется как определение:

Thank you for your fax sent on November 18.

Благодарим Вас за факс, посланный Вами 18 ноября.

Give me the signed contract.

Дай мне подписанный контракт.

Причастие I простое и причастие II, выполняющие функцию определения, могут стоять перед определяемым ими существительным, если они не имеют при себе пояснительных слов. Если же они имеют при себе пояснительные слова (дополнения, обстоятельства), то они ставятся после существительного, которое определяют.

### 3. Комплексы с причастием

а) местоимение в объектном падеже или существительное в общем падеже + причастие I простое.

Употребляется с глаголами **to find, to keep, to see, to feel, to observe, to look, to hear, to notice, to watch**:

Have I kept **you waiting**?

Я заставил Вас ждать?

I saw **the director working** in his office.

Я видел, как директор работал в своем офисе.

б) местоимение в объектном падеже или существительное в общем падеже + причастие II

Употребляется с глаголами **to have** (чаще всего), **to get, to want, to wish**:

I want to have this equipment tested.

Я хочу проверить это оборудование (чтобы кто-то другой провел проверку).

Сравните:

I want to test this equipment.

Я (сам) хочу проверить это оборудование.

I'd like to have my car serviced.

Я хотел бы провести обслуживание своего автомобиля (в мастерской).

в) существительное в общем падеже + причастие (простое, перфектное, прошедшего времени)

Употребляется в предложении в качестве обстоятельства:

**Time permitting**, I'll write a letter to him.

Если время позволит, я напишу ему письмо.

### Упражнения

#### 1. Укажите правильную форму причастия.

a. Participle I Active

d. Perfect Participle Active

b. Participle I Passive

e. Perfect Participle Passive

c. Participle II

1. The article translated by the student is difficult.
2. Having mentioned the name of Volta, the teacher spoke about his invention.
3. Being used to produce energy the reactor produces it in the form of heat.
4. The temperature of hot flowing metal can be easily measured.
5. Having experimented with electricity and magnetism, Gilbert wrote a book on magnetism.
6. The oil having been exhausted, the engine stopped.
7. The test referred to above can be easily made.
8. The motion of the boiling water is caused by the bubbles of vapour.

#### 2. Выберите правильный перевод английского предложения.

1. The work having been finished, the students went home.

a. Закончив работу, студенты пошли домой.

b. Заканчивая работу, студенты пошли домой.

c. Когда работа была закончена, студенты пошли домой.

2. Having translated the article, the student gave it to the teacher.

a. Когда студент переведет статью, он отдаст ее преподавателю.

b. Переведя статью, студент отдал ее преподавателю.

c. Переведенную статью студент отдал преподавателю.

3. While flowing along the conductor the current heats it.

a. Протекающий по проводнику ток нагревает его.

b. Ток, который протекает по проводнику, нагревает его.

c. Протекая по проводнику, ток нагревает его.

4. The pole of the magnet pointing to the North is called the North Pole.
- Полюс магнита, указывающий на север, называется северным полюсом.
  - Когда полюс магнита указывает на север, его называют северным полюсом.
  - Полюс магнита указывает на север, и его называют северным полюсом.
5. Having been given all the necessary data, the engineer could adjust the instrument.
- Когда инженеру дали все необходимые данные, он смог отрегулировать прибор.
  - Получая все необходимые данные, инженер может отрегулировать прибор.
  - Когда инженер дал все необходимые данные, прибор смогли отрегулировать.
6. When heated to the boiling point, water evaporates and forms steam.
- Когда воду нагрели до точки кипения, она испарилась и образовался пар.
  - Нагревая воду до точки кипения, ее выпаривают и получают пар.
  - Когда воду нагревают до точки кипения, она испаряется и образуется пар.
7. Being used for building purposes the material should have no defects.
- Когда материал используется для строительных целей, он не должен иметь дефектов.
  - Использованный для строительных целей материал не должен был иметь дефектов.
  - Материал используют для строительных целей, поэтому он не должен иметь дефектов.

### **3. Выберите правильный перевод русского предложения.**

- Измеряя температуру горячих металлов, мы пользовались пирометром.
  - Having measured the temperature of hot metals we used the pyrometer.
  - Measuring the temperature of hot metals we used the pyrometer.
  - The temperature of hot metals being measured, we used the pyrometer.
- Закончив опыт, студенты ушли из лаборатории.
  - The experiment having been finished, the students left the laboratory.
  - Having finished the experiment the students left the laboratory.
  - Finishing the experiment the students left the laboratory.
- Описанный опыт привлек внимание всех.
  - Having been described the experiment attracted everybody's attention.

- b. Being described the experiment attracted everybody's attention.
- c. the experiment described attracted everybody's attention.

4. Читая лекцию, профессор иллюстрировал ее интересными примерами.
- a. Having delivered his lecture the professor illustrated it with interesting examples.
  - b. Delivering his lecture the professor illustrated it with interesting examples.
  - c. The lecture being delivered, the professor illustrated it with interesting examples.

**4. Заполните пропуск подходящей формой причастия.**

1. The girl is ... her work.

- a. finished
- b. finishing
- c. having finished
- d. being finished

2. The girl ... her work is my sister.

- a. finished
- b. finishing
- c. having finished
- d. being finished

3. The nuclear reactor must be one of the most reliable (надежный) furnaces atomic energy.

- a. produced
- b. being produced
- c. having produced
- d. producing

4. The text ... by the student is not difficult.

- a. translating
- b. having translated
- c. translated
- d. having been translated

**5. Переведите следующие русские причастия и деепричастия на английский язык.**

Приносящий, принесенный, принося, принеся, переводящий, переведенный, переводя, переведя, давая, написав, читающий, берущий, данный, прочитав, сделанный, пьющий, сказанный, будучи потерянным, нарисовав, написавший, делая, взятый, взяв, рисуя, выпитый, сделав, идя, пишущий, прочитанный, дав, рисующий, делающий, нарисованный, выпив, говорящий, беря, написанный, читая, идущий, дающий, сказав, сидевший,



посмотрев, будучи забыт, строящий, строящийся, играя, поиграв, рассказанный, рассказавший, видя, принесший, будучи принесенным, построенный, продав.

**6. Переведите на русский язык, обращая внимание на причастия.**

1. The boy lay sleeping when the doctor came. 2. The broken arm was examined by the doctor. 3. While being examined, the boy could not help crying. 4. Having prescribed the medicine, the doctor went away. 5. The medicine prescribed by the doctor was bitter. 6. The dress bought at the department store was very beautiful. 7. While using a needle, you should be careful not to prick your finger. 8. While crossing the street, one should first look to the left and then to the right. 9. People watching a performance are called an audience. 10. Being very ill, she could not go to school. 11. The first rays of the rising sun lit up the top of the hill. 12. The tree struck by lightning was all black and leafless. 13. Being busy, he postponed his trip. 14. The door bolted on the inside could not be opened. 15. Having been shown the wrong direction, the travellers soon lost their way. 16. The room facing the garden is much more comfortable than this one. 17. Having descended the mountain, they heard a man calling for help. 18. Flushed and excited, the boy came running to his mother. 19. He stood watching the people who were coming down the street shouting and waving their hands.

**7. Переведите на русский язык, обращая внимание на Participle I и Participle II.**

1. a) A letter sent from St. Petersburg today will be in Moscow tomorrow. b) He saw some people in the post office sending telegrams. c) When sending the telegram, she forgot to write her name.

2. a) Some of the questions put to the lecturer yesterday were very important. b) The girl putting the book on the shelf is the new librarian. c) While putting the eggs into the basket, she broke one of them.

3. a) A fish taken out of the water cannot live. b) A person sunbathing on the beach must be very careful. c) Taking a dictionary, he began to translate the text.

4. a) A line seen through this crystal looks double. b) A teacher seeing a mistake in a student's dictation always corrects it. c) Seeing clouds of smoke over the house, the girl cried, "Fire! Fire!"

5. a) The word pronounced by the student was not difficult. b) The man standing at the door of the train carriage and saying goodbye to his friends is a wellknown musician. c) Standing at the window, she was waving her hand.

6. a) The right word spoken at the right time may have very important results. b) The students speaking good English must help their classmates. c) The child was interested in the talking doll. d) While speaking to Nick some days ago, I forgot to ask him about his sister.

### **8. Выберите из скобок требующуюся форму причастия.**

1. a) The girl (writing, written) on the blackboard is our best pupil.  
b) Everything (writing, written) here is quite right.
2. a) We listened to the girls (singing, sung) Russian folk songs.  
b) We listened to the Russian folk songs (singing, sung) by the girls.
3. a) The girl (washing, washed) the dishes is my sister.  
b) The dishes (washing, washed) by Kate looked very clean.
4. a) Who is that boy (doing, done) his homework at that table?  
b) The exercises (doing, done) by the pupils were easy.
5. a) The house (surrounding, surrounded) by tall trees is lovely.  
b) The wall (surrounding, surrounded) the house was very high.
6. Read the (translating, translated) sentences once more.
7. Name some places (visiting, visited) by you last year.
8. I picked up the pencil (lying, lain) on the floor.
9. She was reading the book (buying, bought) the day before.
10. Yesterday we were at a conference (organizing, organized) by the pupils of the 10th form.
11. (Taking, taken) the girl by the hand, she led her across the street.
12. It was not easy to find the (losing, lost) stamp.
13. I shall show you a picture (painting, painted) by Hogarth.
14. Here is the letter (receiving, received) by me yesterday.
15. Do you know the girl (playing, played) in the garden?
16. The book (writing, written) by this scientist is very interesting.
17. Translate the words (writing, written) on the blackboard.
18. We could not see the sun (covering, covered) by dark clouds.
19. The (losing, lost) book was found at last.
20. (Going, gone) along the street, I met Mary and Ann.
21. Look at the beautiful flowers (gathering, gathered) by the children.
22. His hat (blowing, blown) off by the wind was lying in the middle of the street.
23. "How do you like the film?" he asked, (turning, turned) towards me.
24. When we came nearer, we saw two boys (coming, come) towards us.
25. I think that the boy (standing, stood) there is his brother.

### **9. Переведите, учитывая разные функции причастий.**

1. The merchandise is ordered in large quantity. The merchandise ordered arrived yesterday.
2. The budget is controlled. Controlled merchandise budget is reliable.
3. The goods should be paid. Having paid the manufacturer, the seller put his goods in stock.
4. The business is conducted according to a very strict code of conduct. The business conducted according to a very strict code of conduct was successful.
5. The sellers modifying the correspondence make it closer to the spoken language. These sellers are modifying the style of their correspondence.

6. The control established by the retailers was useful. A control was established by the retailers. The retailers established a strict control.

7. The goods delivered yesterday are perfect. These goods are delivered from New York.

**10. Переведите предложения, учитывая особенности перевода причастий.**

1. Agricultural products can be produced with varying combinations of resources.

2. Generally speaking the industrially advanced economics of the world differ essentially.

3. Various societies having different cultural and historical background (основа) give different answers to the fundamental questions of obtaining economical efficiency.

4. The economists are dealing not only with facts, but also with values.

5. There are situations wherein the sellers cannot influence total supply and therefore the price of the commodity being sold.

6. Consumption, being a form of spending, induces (порождать) production and employment.

7. Having determined the level of resource utilization which it desires, society must then achieve that level of resource use.

8. The creation of specific policy designed to achieve the broad economic goal of our society is no simple matter.

9. When examining these data, we observe that consumption varies directly with after tax income.

10. Economic principles are the bases for the formulation of economic policy designed to solve problems and control the situation.

11. This profit compensates you for the risks involved in purchasing corporate stock.

12. Approximations (приближение) of models, when properly handled, can be very useful.

13. Capitalism may be characterized as an automatic self-regulating system motivated by the self-interest of individuals and regulated by competition.

14. It is evident that at this price quantity demanded is in excess of quantity supplied.

15. The largest source of income for households are the salaries paid to workers by the business and governmental units hiring them.

16. When economists say that the average household earned an income of about \$ 2,390 in 1981 they are making a generalization.

17. When the economy is operating at full employment and achieving full production it shows the best efficiency.

18. In the pure capitalist system there are many independently acting buyers and sellers of each product and resource.

19. A high price of the product means that the consumer, being on the paying end of this price, will buy a relatively small amount of the product.

20. Sellers may withhold (придержаться) some products from the market, anticipating a higher price in the future.

21. The equilibrium price clears the market, leaving no surplus for sellers and shortage for potential buyers.

22. We may analyze the effect of a change in demand assuming that supply is constant. Then reverse the procedure and analyze the effect of a change in supply on price, assuming that demand is constant.

23. The fact that corporations, constituting only 14 % of the business population, produce 2/3 of total business output proves the dominant role of large corporations in American economy.

24. Price and quantity supplied are directly related. As price increases, the quantity supplied increases. As price declines, so does the quantity supplied.

25. Specialization and an advanced technology based on the extensive use of capital goods are features common to all modern economies.

26. Having compared the national income account over a period of time, we could realize the longrun course which the economy has been following.

27. Closely related to private ownership of property is freedom of enterprise and choice.

28. Beginning in the mid 1970s, concern over the growth and size of the Federal deficit and its impact upon the economy has mounted.

29. When operating properly, the monetary system is the lifeblood (источник жизненной силы) of the flows of income and expenditure.

#### **Текст № 4. Monetary System and Monetary Policies**

Today every country has a Central Bank. It acts as a lender to commercial banks and it acts as a banker to the government, taking responsibility for the funding of the government's budget deficit and the control of the money supply which includes currency outside the banking system plus the sight deposits of the commercial banks against which the private sector can write cheques. Thus, money supply is partly a liability of the Central Bank (currency in private circulation) and partly a liability of commercial banks (chequing accounts of the general public). The Central Bank controls the quantity of currency in private circulation and the one held by the banks through purchases and sales of government securities. In addition, the Central Bank can impose reserve requirements<sup>1</sup> on commercial banks, that is, it can impose the minimum ratio of cash reserves to deposits that banks must hold. The Central Bank also sets discount rate<sup>2</sup> which is the interest rate commercial banks have to pay when they want to borrow money. Having set the discount rate, the Central Bank controls the money market. Thus, the Central Bank is responsible for the government's monetary policy. Monetary policy is the control by the government of a country's currency and its system for lending and borrowing money through money supply in order to control the level of spending<sup>3</sup> in the economy. The demand for money is a demand for real money, that is, nominal money deflated by the price level<sup>4</sup> to undertake a given quantity of transactions. Hence, when the price level

doubles, other things equal, we expect the demand for nominal balances to double, leaving the demand for real money balances unaltered. People want money because of its purchasing power in terms of the goods it will buy.

The quantity of real balances demanded falls as the interest rate rises. On the other hand, when interest-bearing assets are risky, people prefer to hold some of the safe asset, money. When there is no immediate need to make transactions, this leads to a demand for holding interest-bearing time deposits rather than non-interest-bearing sight deposits. The demand for time deposits will be larger with an increase in the total wealth to be invested. Interest rates are a tool to regulate the market for bonds. Being sold and purchased by the Central Bank, bonds depend on the latter for their supply and price. Interest rates affect household wealth and consumption. Consumption is believed to depend both on interest rates and taxes. Higher interest rates reduce consumer demand. Temporary tax changes are likely to have less effect on consumer demand than tax changes that are expected to be permanent. There also exists a close relationship between interest rates and incomes. With a given money supply, higher income must be accompanied by higher interest rates to keep money demand unchanged. A given income level can be maintained by an easy monetary policy and a tight fiscal policy or by the converse.

#### **Пояснения к тексту**

<sup>1</sup> reserve requirements – процент резерва, т. е. отношение денежной суммы, которая должна храниться на резервном счете в банке, к объему вкладов до востребования;

<sup>2</sup> discount rate – учетная ставка;

<sup>3</sup> level of spending – зд. общий объем расходов;

<sup>4</sup> real money, that is, nominal money deflated by the price level – реальные деньги, т. е. номинальная сумма с учетом текущего уровня цен (реальные деньги – деньги с учетом их покупательной силы).

#### **Словарный минимум к тексту**

responsibility [rɪˌspɒnsəˈbɪləti] n. – ответственность

to take a responsibility for smth – взять на себя ответственность за что-л.

responsible [rɪsˈpɒnsəbl] adj. – ответственный; несущий ответственность

to be responsible for smth – быть ответственным за что-л.

budget deficit ['defɪsɪt] – бюджетный дефицит (превышение государственных расходов над государственными доходами, которое должно покрываться либо за счет займов, либо путем денежной эмиссии)

money supply – денежная масса в обращении; денежное предложение (количество денег, выпущенных в стране, обычно центральным банком)

outside ['aʊtˈsaɪd] prep. – вне; за пределами

thus [ðʌs] adv. – следовательно, итак, в соответствии с этим; так, таким образом

circulation [ˌsɜːkjəˈleɪʃn] n. – обращение

in addition [əˈdɪʃn] (to it) – вдобавок, кроме того, к тому же

ratio ['reɪʃiəʊ] n. – отношение, коэффициент, пропорция, соотношение

interest rate – процентная ставка (отношение суммы платежей за использование финансового капитала к сумме займа)

monetary policy ['mʌnɪtəri 'pɒləsi] – денежно-кредитная, монетарная политика

policy ['pɒləsi] n. – политика

easy policy – мягкая, нежесткая политика

tight [taɪt] policy – жесткая политика

to adopt [ə'dɒpt] a policy – принимать политику

to implement ['ɪmplɪmənt] / to pursue [pə'sju:] a policy – проводить, осуществлять политику

hence [hens] adv. – следовательно, в результате

to alter ['ɔ:ltə] v. – изменять, переделывать, менять

because of prep. – из-за, вследствие

on the one hand – с одной стороны

on the other hand – с другой стороны

wealth [welθ] n. – богатство, материальные ценности

permanent [pɜ:mənənt] adj. – постоянный, долговременный

**1. Укажите предложения, в которых имеются сложные формы причастий. Переведите предложения на русский язык.**

1. Banks having modern telecommunications may do lending business with domestic firms through foreign markets in Zurich, Frankfurt, or New York. 2. Having at first been places to which people took their valuables (ценности) for safe-keeping, banks have by now adopted many new functions in addition to their initial function. 3. Being useful, unproductive labour, like that of a musician, does not add to the material wealth of society. 4. Having made a diagnosis of the fiscal situation in the country, the economist can now offer ways of altering it. 5. Saying that the interest rate is the opportunity cost of holding money, we are saying that people who don't hold money will hold bonds instead. 6. Being generally accepted as payment, bank deposits are a medium of exchange, too. 7. Large budget deficits are said to have resulted in rapid inflation.

**2. Вставьте правильный предлог:**

1. \_\_\_\_\_ 6.30 p. m.

2. \_\_\_\_\_ the beginning.

3. \_\_\_\_\_ last.

4. \_\_\_\_\_ an hour.

5. \_\_\_\_\_ weekends.

6. \_\_\_\_\_ 2020.

7. \_\_\_\_\_ summer.

8. \_\_\_\_\_ March 25.

9. \_\_\_\_\_ midnight.

**3. Закончите предложения предлогами at, in, to или без предлога.**

1. I didn't see you \_\_\_\_\_ the party last night.

2. I didn't go \_\_\_\_\_ the party.
3. My sister lives \_\_\_\_\_ Moscow.
4. Sue flies from \_\_\_\_\_ London \_\_\_\_\_ Scotland every Monday morning.
5. What time did you arrive \_\_\_\_\_ the airport?
6. I was \_\_\_\_\_ work all day on Saturday.
7. It was very cold and so I ran \_\_\_\_\_ home.
8. We meet \_\_\_\_\_ town every Sunday evening.
9. We meet \_\_\_\_\_ the underground station every Monday and Wednesday.

## Урок 9. Этика делового общения

### Лексика

shortage	недостаток
to exchange	обмениваться
business world	деловой мир
awareness (knowledge / information / familiarity)	осведомленность
permissible (acceptable) gifts	допустимые подарки
unpermissible (unacceptable) gifts	недопустимые подарки
positive score	положительная оценка
business trip	деловая поездка
favour / goodwill	благосклонность
to explain	объяснять
patience	терпение
deadline	срок окончания какой-л. работы, завершения проекта, конечный срок
blame	порицание, неодобрение, осуждение, упрек
solution	решение
disagreement	несогласованность в чем-то
to expect	расчитывать, ожидать
to occur	случаться, происходить
tiresome	1) утомительный, изнурительный; 2) надоедливый, неинтересный, скучный
appropriate	1) подходящий, соответствующий, должный; 2) свойственный, присущий; 3) присваивать; 4) назначать, предназначать
intercultural environment	межкультурная окружающая среда;
intercultural communication	межкультурная коммуникация
to establish personal contacts	установить личные контакты
to investigate thoroughly	тщательно изучить

to go sightseeing	осматривать достопримечательности
that suits me fine	это меня устраивает
to establish a business	открыть дело, компанию, бизнес
to run a business	вести дело, управлять бизнесом
to close down a business	закрыть дело, компанию, бизнес
to form / to set up a company	создать, учредить компанию
to register a company	зарегистрировать компанию
listed company	компания, чьи акции котируются на бирже
unlisted company	компания, чьи акции не котируются на бирже
headquarters	штаб-квартира
deputy	заместитель
permanent or temporary staff	постоянный или временный штат
staffing	подбор и расстановка кадров
recruitment	набор штата
to hire	нанимать на работу
to fire	увольнять с работы

## Текст № 1

**1. Прочитайте и попробуйте предположить возможные решения кейс заданий.**

**A. Как Вы думаете, что здесь происходит?**

*Two men meet on a plane from Tokyo to Hong Kong. Chu Honfai is a Hong Kong exporter who is returning from a business trip to Japan. Andrew Richardson is an American buyer on his first business trip to Hong Kong. It is a convenient meeting for them, because Mr. Chu's company sells some of the same products that Mr. Richardson has come to Hong Kong to buy. After a short conversation, they introduce themselves to each other.*

Mr. Richardson: By the way, I'm Andrew Richardson. My friends call me Andy. This is my business card.

Mr. Chu: I'm David Chu. Pleased to meet you, Mr. Richardson. This is my card.

Mr. Richardson: No, no. Call me Andy. I think we'll be doing a lot of business together.

Mr. Chu: Yes, I hope so.

Mr. Richardson: (reading Mr Chu's card) Chu, Honfai. Honfai, I'll give you a call tomorrow, as soon as I get settled at my hotel.

Mr. Chu: (smiling) Yes, I'll expect your call.

**Comments:** When these men separate, they leave each other with very different impressions of the situation. Mr. Richardson is very pleased to have made the acquaintance of Mr. Chu, and feels that they have got off to a very good start. They have established their relationship on a first name basis, and Mr. Chu's smile



seemed to indicate that he will be friendly, and easy to do business with. Mr. Richardson is particularly pleased that to have treated Mr. Chu in a way that shows respect for his Chinese background, by calling him Honfai, rather than using the Western name David which seemed to him to be an unnecessary imposition of Western culture. In contrast, Mr. Chu feels quite uncomfortable with Mr Richardson. He feels it will be difficult to work with him, and that Mr. Richardson might be rather insensitive to cultural differences. He is particularly annoyed that Mr. Richardson used his given name, Honfai, instead of calling him David, or Mr. Chu. It was this embarrassment that caused him to smile.

### **В. Как Вы думаете, что здесь происходит?**

Researchers looking into intercultural communication asked an Italian and a Japanese businessman to find out particular information from each other. They interviewed them separately after the conversation. The Italian said, “He seemed like a nice enough guy. But he never really said anything”. The Japanese said, “He was very friendly, but he never gave me a chance to speak”.

### **Comments**

The way that turn-taking works in a conversation, and the role of silence, also differ between cultures. In some it is acceptable, and even desirable to interrupt, whereas in some others it is normal to wait for your partner to finish speaking before making your point. In some other cultures, a period of silence between contributions is accepted as the norm

## **2. Прочитайте и обсудите следующую информацию о разных национальностях.**

Personal space is another form of territory. Each person has around him an invisible bubble of space which expands and contracts depending on a number of things: the relationship to the people nearby, the person's emotional state, cultural background, and the activity being performed. Few people are allowed to penetrate this bit of mobile territory and then only for short periods of time. Changes in the bubble, brought about by cramped quarters or crowding, cause people to feel uncomfortable or aggressive. In northern Europe, the bubbles are quite large and people keep their distance. In southern France, Italy, Greece, and Spain, the bubbles get smaller and smaller so that the distance that is perceived as intimate in the north overlaps normal conversational distance in the south, all of which means that Mediterranean Europeans “get too close” to the Germans, the Scandinavians, the English, and those Americans of northern European

In northern Europe one does not touch others. Even the brushing of the overcoat sleeve used to elicit an apology. Since most people don't think about personal distance as something that is culturally patterned, foreign spatial cues are almost inevitably misinterpreted. This can lead to bad feelings, which are then projected onto the people from the other culture in a most personal way. When a foreigner appears aggressive and pushy, or remote and cold, it may mean only that her or his personal distance is different from yours.

## **3. Напишите эссе “The Importance of First Impressions in Business”.**

**4. Обсудите, о каких проблемах коммуникации идет речь в тексте? Прочитайте следующие примеры и попробуйте угадать возможные решения коммуникационных проблем.**

Senior British bankers whose businesses were taken over by German banks were interviewed about how they felt. One said, “There is actually nothing wrong with any of my new German colleagues. They are perfectly pleasant, they work hard, they take you out for enormous meals in restaurants... It's just that they are incredibly rigid. You can't deviate in any way from the corporate rules, or cut corners, even when it makes sense to do so.” Another banker said, “They clearly want their acquisition to be a success – you can tell that they are trying to make their British colleagues feel part of the greater company. It's just that they consistently get it wrong. We receive corporate e-mails which begin Liebe Mitarbeiter (“Greetings, fellow workers”), which cause a lot of amusement on the desk. And they have a different attitude to information, too. Where the British are accustomed to sharing information openly within a business, the Germans seem to believe that knowledge is power, so they can't share the knowledge, because that implies sharing power. As a result, those of us working in London are often wrong-footed by decisions taken in Germany that they haven't bothered to tell us about. Another thing is that you can never tell them anything. German business culture doesn't allow them to say “I didn't know that, how interesting”. So when any development happens – something unexpected – they always say “I knew that thing already.” It becomes highly irritating. There are other national characteristics which exasperate British executives, and which they talk about all the time, such as the Germans’ preoccupation with 10– and 20–year business plans, which they constantly update on their laptops.

**Comments**

Sometimes the British staff want to “cut corners”, or ignore the rules, whereas the German managers put more emphasis on implementing company policy. The Germans rather assume that they should know the answers to every question. They also show a longer-term orientation. The communication style of the two nationalities is different, with the British requiring to be informed about everything that is happening, and not just what is strictly relevant for them. Another source of friction to the British, who are used to more informal exchanges, is the German way of greeting fellow workers, which can be seen as unnecessarily formal, and even condescending.

**5. Некоторые темы неприемлемы для обсуждения в светской беседе. Отметьте вариант «True», если Вы считаете утверждение верным, и вариант «False», если утверждение неверно.**

- 1) It is common to use small talk when you are waiting in a long line-up.
- 2) Religion is a “safe” topic when making small talk.
- 3) It is rude for both children and adults not to make small talk with strangers.
- 4) It is inappropriate to make small talk with your mailman.
- 5) Sport is not a safe topic when making small talk.

6) One should never compliment another person's clothes in order to make small talk.

7) Politics is a controversial subject according to society.

8) It is common to discuss the weather in an elevator.

9) It is rude to interrupt a conversation in order to make small talk.

10) One reason people use small talk is to eliminate an uncomfortable silence.

**6. Представьте, что во время конференции Вы впервые встречаете своих бизнес-партнеров. Какие темы для светской беседы являются interesting, safe, conversational killers, a bit risky, taboo?**

**Выберите предложенные варианты:** *family, the news, your country, religion, clothes, your health, politics, sex, sport, the weather, food & drink, people you both know, how work's going, the city you are in, the hotel you're staying at, you holiday plans.*

**7. Распределите фразы и выражения (a–k) в соответствии с их функциями: *Opening a conversation; Directing a conversation; Showing interest; Closing a conversation.***

a. Is that the time?

b. Hello again.

c. That reminds me ...

d. Really?

e. It was nice talking to you.

f. I see.

g. We haven't met before. I'm ...

h. Will you excuse me?

i. I couldn't help noticing ...

j. While we're on the subject ...

k. I'm afraid I'll have to leave you now.

**8. Прочитайте и переведите следующие выражения (1–15). Отметьте те выражения, которые: а) являются хорошим способом начать беседу; б) помогают поддержать беседу; в) могут помочь вежливо завершить беседу.**

1) Is this your first visit to Russia?

2) What do you do, by the way?

3) Can I get you a drink.

4) What line of business are you in?

5) Try one of these – they're delicious.

6) Have we met somewhere before?

7) If you'll excuse me, I have to make a phone call.

8) It's been nice talking to you.

9) I really enjoyed your talk this morning.

10) How are you enjoying the conference?

11) Isn't this weather awful? Half a meter of snow this morning!

- 12) Would you excuse me a moment? I'll be right back.
- 13) I must just go and say hello to someone.
- 14) Do you know many people here?
- 15) Can I get you anything from the buffet?

### Независимый причастный оборот

Независимый причастный оборот – это причастный оборот, имеющий свое «подлежащее».

Независимый причастный оборот распознается в предложении по следующим признакам:

- 1) причастие стоит на месте сказуемого и имеет свое «подлежащее»;
- 2) от основной части предложения оборот отделяется запятой.

Предложения с независимым причастным оборотом строятся следующим образом (П – подлежащее):

*П + причастие + второстепенные члены, П + сказуемое + ...*

*или наоборот:*

*П + сказуемое + ... , П + причастие + второстепенные члены*

Если независимый причастный оборот предшествует основной части предложения, на русский язык он переводится придаточным предложением с союзами *так как, когда, если* в зависимости от смысла всего предложения.

Если причастный оборот употребляется после основной части предложения, он переводится предложением, присоединяемым словами *причем, при этом, а, и*. Причастный оборот после основной части предложения может начинаться словом *with*, что не меняет его значения и способа перевода.

Причастие в независимом причастном обороте переводится как сказуемое. *Перфектные формы* причастия переводятся глаголом в совершенном виде. Например:

The country having a budget deficit, inflation may follow.

Если в стране бюджетный дефицит, может последовать инфляция.

A bank is a business, its owners and managers aiming to maximize profits.

Банк – это предприятие, и его владельцы и управляющие ставят своей целью максимальное увеличение прибылей.

Money has a number of functions, with medium of exchange being the principal function.

Деньги имеют ряд функций, при этом средство обмена – это основная функция.

### Упражнения

**1. Переведите на русский язык предложения, содержащие независимый причастный оборот.**

1. The general principles of all national banking systems are much the same everywhere, with the details varying from country to country.

2. People being able to use cheques as a means of payment, bank accounts are money.

3. In 1986 only 61 percent of British households had bank accounts, other people holding cash.

4. National income increasing, the total number of transactions usually increases.

5. Employment hours having increased, the GNP will also increase.

## **2. Переведите предложения, учитывая особенности перевода независимого причастного оборота.**

1. A product becoming unusually scarce, its price will rise.

2. Production cost declining, producers will sell more products.

3. Fewer oranges are offered for sale, their price having decreased in retail markets.

4. An increase in demand, supply being equal, has a price-increasing effect and a quantity-increasing effect.

5. Consumers acting rationally, the first dollar of their income is spent upon basic high-urgency goods.

6. The retailers beginning to bypass (обгонять) the wholesalers, the latter developed a number of techniques to keep alive.

7. About four-fifth of the total output of American economy is provided by the market system, the remaining one-fifth being produced under the sponsorship (финансовая поддержка) of government.

8. During periods of depression, saving is an economic vice (зд. просчет), the reason being that too much saving is the cause of unemployment or depression.

9. Households having only limited amounts of resources to supply to business, the money incomes of consumers will be limited.

10. Resources being not equally productive in all possible uses, the shifting of resources from one use to another increases their cost.

11. The equilibrium price is the price at which farmers are willing to produce and the supply in the market is identical with the amount that consumers are willing to buy, equilibrium meaning "in balance" or "at rest".

12. The oil embargo by Arab members of the Organization of Petroleum Exporting Countries sharply increasing world petroleum prices, US began to control energy prices and supply allocations (зд. обеспечение).

13. Capitalism being an individualistic system, it is not surprising that primary driving (движущий) force of such economy is the promotion of one's self-interest.

14. A fundamental characteristic of demand is this: price falling, the corresponding quantity demanded rises, or alternatively: price increasing, the corresponding quantity demanded falls.

15. There is an inverse relationship between a change in supply and the resulting change in equilibrium price, the relationship between a change in supply and the resulting change in equilibrium quantity being direct.

16. The proprietor's profit income depending upon the enterprise's success, there is strong and immediate incentive to manage the affairs of the business efficiently.

17. The majority of consumers having money and wishing to spend, they buy durable (длительного пользования) merchandise.

18. Customers shopping products changing so rapidly, you should take notice of months, days and times of days in which most of your customers like to shop.

19. Money being the most liquid of all assets, it is a very convenient form in which to store wealth.

20. Other things being equal, increases in money supply tend to increase total spending.

21. The prices being particularly favourable, suppliers regularly make special offers of goods.

22. The next consignment being rather useful, we recommend you to take advantage of this offer.

## Текст № 2. Inflation

**1. Найдите в тексте предложения, где употребляется независимый причастный оборот.**

Inflation is a steady rise in the average price and wage level. The rise in wages being high enough to raise costs of production, prices grow further resulting in a higher rate of inflation and, finally, in an inflationary spiral. Periods when inflation rates are very large are referred to as<sup>1</sup> hyperinflation.

The causes of inflation are rather complicated, and there is a number of theories explaining them. Monetarists, such as Milton Friedman, say that inflation is caused by too rapid increase in money supply and the corresponding excess demand for goods. Therefore, monetarists consider due government control of money supply to be able to restrict inflation rates. They also believe the high rate of unemployment to be likely to restrain claims for higher wages. People having jobs accept the wages they are being paid, the inflationary spiral being kept under control. This situation also accounts for rather slow increase in aggregate demand.

On the other hand, Keynesians, that is, economists following the theory of John M. Keynes, suppose inflation to be due to processes occurring in money circulation. They say that low inflation and unemployment rates can be ensured by adopting a tight incomes policy. Incomes policies, though, monetarists argue, may temporarily speed up the transition to a lower inflation rate but they are unlikely to succeed in the long run<sup>2</sup>. The costs of inflation depend on whether it was anticipated and on the extent to which the economy's institutions allow complete inflation adjustment.

The longer inflation continues, the more the economy learns to live with it. Indexation is a means to reduce the costs of some inflation effects. Indexed wages or loans mean that the amount to be paid or repaid will rise with the price level. Indexation has already been introduced in countries that had to live with inflation

rates of 30 or 40 percent for years. And the more countries adjust their economies to cope with inflation, the closer they come to hyperinflation. Indexation means that high rates of inflation are much more likely to continue and even to increase.

### **Пояснения к тексту**

<sup>1</sup> are referred to as – называются;

<sup>2</sup> in the long run – в долгосрочный период, т. е. достаточно длительный для того, чтобы фирма могла изменить все факторы производства.

### **Запомните!**

whether – ли (союз, который вводит придаточное предложение)

means – средство, средства (существительное, которое употребляется с глаголом в единственном и множественном числе)

by means of – при помощи, посредством

to mean (meant [ment]) – значить, иметь значение, означать

any – 1) какой-нибудь; сколько-нибудь (местоимение употребляется в вопросительных предложениях и после союза if); 2) никакой; несколько (в отрицательных предложениях); 3) всякий; любой (в утвердительных предложениях)

### **Словарный минимум к тексту**

steady [stedɪ] a. – устойчивый; постоянный; равномерный

inflationary spiral [ɪn'fleɪʃənri 'spairəl] – инфляционная спираль (ситуация, когда темп инфляции постоянно и быстро повышается)

inflation [ɪn'fleɪʃən] rate – темп инфляции

hyperinflation [ˌhaɪpə'ɪn'fleɪʃn] n. – гиперинфляция (обычно связывается с месячными показателями роста цен примерно на 50 % за несколько месяцев подряд и с социальными потрясениями)

cause [kɔːz] n. – причина, основание

cause v (smth) – быть причиной, вызывать; причинять (что-л.)

rather ['rɑːðə(r)] adv. – довольно, несколько

explain [ɪks'pleɪn] v. (smth to smb) – объяснять, давать объяснения; толковать, разъяснять (кому-л. что-л.)

account [ə'kaʊnt] v. (for smth) – 1) объяснять (что-л.); 2) нести ответственность (за что-л.), служить причиной (чего-л.); 3) составлять, доходить до (какой-л. величины)

argument ['ɑːɡjʊmənt] n. – довод, доказательство, аргумент

speed [spiːd] v. (smth) (sped sped speeded ['spiːdɪd]) (up) – ускорять, увеличивать

anticipate [en'tɪsɪpeɪt] – ожидать, предвидеть

accept [ək'sept] v. – принимать

occur [ə'kɜː(r)] v. – случаться, происходить

ensure [ɪn'ʃʊə(r)] v. – обеспечивать, гарантировать

incomes policy – политика доходов (ставит своей целью контроль над инфляцией путем сдерживания прироста зарплаты и цен)

argue ['a:gju:] v. – приводить доводы, утверждать, доказывать, спорить

extent [iks'tent] n. – степень, мера

to some extent – до некоторой степени

adjustment [ə'dʒʌstmənt] n. – регулирование, согласование

adjust [ə'dʒʌst] v. – (smth to smth) приспособлять (что-л. к чему-л.),  
регулировать, устанавливать

indexation [ˌɪndeks'eɪʃn] n. – индексация

cope [kəʊp] v. (with smth) – справиться (с чем-л.)

## **2. Ответьте на вопросы к тексту.**

1. What situation is described as an inflationary spiral? By what means can it be kept under control? 2. Which two schools of thought are mentioned in the text? What is the difference between them? 3. What do monetarists think to be effective in restraining inflation rates? 4. Why is aggregate demand low? 5. Do Keynesians consider incomes policies to be a good mean of coping with inflation in the long run? 6. What do the costs of inflation depend on? 7. By what means can the costs of inflation be reduced? 8. Does indexation help to cope with inflation?

## **3. Переведите предложения на русский язык, обращая внимание на причастия. Определите их форму и функцию в предложении.**

1. The European Parliament and the European Court of Justice were formed in accordance with the Treaty of Rome in 1957. 2. An increase in the price level leads to an increase in the Gross National Product (GNP) even if the quantities sold are constant. 3. Having decreased the retail price, the new company was able to attract thousands of customers. 4. In case of war, domestic industries producing food must be preserved (сохранять). 5. Most products are similar in some ways to the existing products made by other companies. 6. Minimum wage may lead to the substitution of adults for youths, at the same time increasing the unemployment of the former. 7. Free market is a market that is free from government intervention, prices rising and falling according to supply and demand. 8. Real estate is defined as the land and the improvements that are usually transferred with it. 9. Part of national spending includes the purchase of imported goods and services. 10. Having been introduced as a standard of value, money helped to solve the problem of exchange rates of different kinds of goods.



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## ПРИЛОЖЕНИЕ

### Грамматические таблицы

**Таблица 1 – Спряжение глагола to be**

	Present Indefinite	Past Indefinite	Future Indefinite
УТВЕРДИТЕЛЬНАЯ ФОРМА	I am You are He is She is It is We are You are They are	I was You were He was She was It was We were You were They were	I shall be You will be He will be She will be It will be We shall be You will be They will be
ВОПРОСИТЕЛЬНАЯ ФОРМА	Am I? Are you? Is he? Is she? Is it? Are we? Are you? Are they?	Was I? Were you (ТЫ)? Was he? she? it? Were we? Were you (ВЫ)? Were they?	Shall I be? Will you be? Will he? she? it? Will they be? Shall we be?
ОТРИЦАТЕЛЬНАЯ ФОРМА	I am not You are not He is not she is not it is not We are not You are not They are not We were not You were not They were not	I was not You were not He She It was not We were not You were not They were not	We shall not be You will not be They will not be

**Таблица 2 – Спряжение глагола to have**

	Present Indefinite	Past Indefinite	Future Indefinite
<b>УТВЕРДИТЕЛЬН АЯ ФОРМА</b>	1. I have 2. You have 3. He, she, it have  1. We have 2. You have 3. They have	1. I had 2. You had 3. He, she, it had  1. We had 2. You had 3. They had	1. I shall have 2. You will have 3. He, she, it will have  1. We shall have 2. You will have 3. They will have
<b>ВОПРОСИТЕЛЬН АЯ ФОРМА</b>	1. Have I ? 2. Have you ? 3. Has he, she, it ?  1. Have we ? 2. Have you ? 3. Have they?	1. Had I ? 2. Had you ? 3. Had he, she, it ?  1. Had we ? 2. Had you ? 3. Had they?	1. Shall I have? 2. Will you have? 3. Will he, she, it ?  1. Will we have? 2. Will you have? 3. Will they have?
<b>ОТРИЦАТЕЛЬНАЯ ФОРМА</b>	1. I have no (not any)... 2. You have no (not any)... 3. He has no (not any)... She has no (not any)... It has no (not any)...  1. We have no (not any)... 2. You have no (not any)... 3. They have no (not any)...	1. I had no (not any)... 2. You had no (not any)... 3. He had no (not any)... She had no (not any)... It had no (not any)...  1. We had no (not any)... 2. You had no (not any)... 3. They had no (not any)...	1. I shan't have... 2. You won't have... 3. He won't have... She won't have... It won't have...  1. We shan't have... 2. You won't have... .. 3. They won't have...

\* Глаголы be, have, shall, will и др. часто употребляются (особенно в разговорной речи) сокращенной форме.

В английском языке местоимение 2-го л. ед. и местоимение 2-го л. мн. ч. выражаются местоимением you (вы).

\*\* Если глагол have употребляется в значении «иметь», «обладать», то для вопросительной и отрицательной формы нам нужен глагол to do. Например: *Do you have a fax?; She doesn't have a fax.*

Have и have got означает одно и то же – владеть чем-либо, обладать. Но have got употребляется чаще в разговорной речи. Для отрицательной и вопросительной формы have является вспомогательным глаголом. Например: *Have you got a fax?; She hasn't got a fax.*

**Таблица 3 – Многофункциональные глаголы be, have**

	Пример	Перевод
1. Смысловый глагол (любая видо-временная форма)	Делать, выполнять и другие значения	
	He always does his lessons in the evening. What were you doing at five o'clock?	Он всегда делает уроки вечером. Что вы делали в пять часов?
2. Вспомогательный глагол (do, does, did)	Для образования форм Present и Past Indefinite в отрицательных и вопросительных предложениях (не переводится на русский язык):	
	I didn't see him yesterday. Where does he live?	Я не видела его вчера. Где он живет?
3. Заменитель смыслового глагола (do, does, did)	Для замены смыслового глагола во избежание его повторения:	
	Which of them lives in Moscow? Ann does.	Кто из них живет в Москве? Анна (живет).
4. Усилительный глагол (do, does, did) перед инфинитивом	Усилительный глагол (do, does, did) перед инфинитивом Для смыслового выделения сказуемого в Present и Past Indefinite и в повелительном наклонении:	
	He does help them.  She did ask us about it.	Он же (ведь) помогает им. Он действительно помогает им. Она действительно спрашивала нас об этом.

**Таблица 4 – Глагол to do**

	Пример	Перевод
1. Смысловый глагол (любая видо-временная форма)	Делать, выполнять и другие значения	
	He always does his lessons in the evening. What were you doing at five o'clock?	Он всегда делает уроки вечером. Что вы делали в пять часов?
2. Вспомогательный глагол (do, does, did)	Для образования форм Present и Past Indefinite в отрицательных и вопросительных предложениях (не переводится на русский язык):	
	I didn't see him yesterday. Where does he live?	Я не видела его вчера. Где он живет?
3. Заменитель смыслового глагола (do, does, did)	Для замены смыслового глагола во избежание его повторения:	
	Which of them lives in Moscow? Ann does.	Кто из них живет в Москве? Анна (живет).
4. Усилительный глагол (do, does, did) перед инфинитивом	Усилительный глагол (do, does, did) перед инфинитивом Для смыслового выделения сказуемого в Present и Past Indefinite и в повелительном наклонении:	
	He does help them.  She did ask us about it.	Он же (ведь) помогает им. Он действительно помогает им. Она действительно спрашивала нас об этом.

**Таблица 5 – Степени сравнения прилагательных**

Положительная степень	Сравнительная степень	Превосходная степень
<b>1. Односложные прилагательные</b>		
long – длинный	longer – длиннее	the longest – самый длинный
<b>2. Многосложные прилагательные</b>		
important – важный	more important – более важный less important – менее важный	the most important – самый важный the least important – наименее важный
<b>Сравнительные союзы</b>		
<b>than</b> – чем: <b>You are older than me.</b> – Ты старше меня. (Ты старше, чем я) <b>as...as...</b> – такой же... как... <b>not so...as...</b> – не такой... как... <b>the...the...</b> – чем..., тем...: <b>The more, the better</b> – чем больше, тем лучше.		
<b>3. Исключения</b>		
good – хороший bad – плохой much, many – много, многие little – маленький	better – лучше worse – хуже more – больше less – меньше	the best – самый лучший the worst – хуже всех the most – наибольший the least – наименьший

**\*Most** перед существительным – «большинство», «большая часть»: most of the students – большинство студентов.

**Таблица 6 – Степени сравнений наречий**

<b>Положительная степень</b>	<b>Сравнительная степень</b>	<b>Превосходная степень</b>
fast быстро	faster быстрее	fastest быстрее всего
hard усердно	harder усерднее, более усердно	hardest усерднее всего
late поздно	later позднее	latest позднее всего
soon скоро	sooner скорее	soonest скорее всего
early рано	earlier раньше	earliest раньше всего
<b>Наречия на –ly</b>		
clearly ясно	more clearly яснее, более ясно	most clearly яснее всего
correctly правильно	more correctly правильнее, более правильно	most correctly правильнее всего
<b>Исключения из правила:</b>		
well хорошо	better лучше	best лучше всего
badly плохо	worse хуже	worst хуже всего
much много	more больше	most больше всего
little мало	less меньше	least меньше всего
far далеко	farther, further дальше	farthest, furthest дальше всего

**Таблица 7 – Времена глагола в активном залоге**

	<b>SIMPLE</b>	<b>CONTINUOUS</b>	<b>PERFECT</b>	<b>PERFECT CONTINUOUS</b>
<b>PRESENT</b>	Do (does), V <sub>1</sub> /V <sub>s</sub> I, you, we, they <b>ask/write</b> . He, she, it <b>asks/writes</b> . <i>every day</i> <i>usually</i> <i>always</i> <i>sometimes</i> <i>often</i>	Am + V(ing) is + V(ing) Are + V(ing) <b>I am asking/writing.</b> He, she, it <b>is asking/writing.</b> You, we, they <b>are asking/writing.</b> <i>now, at this moment, at present</i>	Have + V <sub>3</sub> (ed) I, you, we, they <b>have asked/written.</b> He, she, it <b>has asked/written.</b> <i>ever, never, just, already,</i> <i>yet (в отрицании нет еще; в вопросе уже)</i> <i>recently/lately,</i> <i>for 2 days</i> <i>since 1997</i> <i>this</i> <i>year/month/week</i>	Have/has been + V(ing) I, you, we, they <b>have been asking/writing.</b> He, she, it <b>has been asking/writing.</b> <i>since early morning, for ... hours,</i> <i>since he came</i>
<b>PAST</b>	<b>Did, V<sub>2</sub> (ed)</b> <i>yesterday</i> <i>last week</i> <i>2 years ago</i>	<b>was + V(ing)</b> <b>were + V(ing)</b> <i>at 5 o'clock yesterday</i> <i>from 3 to 5 o'clock yesterday</i> <i>for the whole day</i>	<b>had + V<sub>3</sub> (ed)</b> <i>by 5 o'clock yesterday</i> <i>before I came</i>	<b>had been + V(ing)</b> <i>by the time</i> <i>for two hours when i came</i>
<b>FUTURE</b>	<b>will +V1</b> <i>tomorrow</i>	<b>will be + V(ing)</b> <i>at 5 o'clock tomorrow</i>	<b>will have + V3(ed)</b> <i>by 5 o'clock tomorrow</i>	<b>will have been + V(ing)</b> <i>for two hours when I come</i>



**Таблица 8 – Времена глагола в пассивном залоге**

Образуется: to be (в соответствующем времени) + V <sub>3</sub> / -ed (Participle II)			
	SIMPLE	CONTINUOUS	PERFECT
<b>PRESENT</b>	am is + V <sub>3</sub> /-ed are <b>I am asked/written.</b> He, she, it <b>is asked/written.</b> You, we, they <b>are asked/written.</b>	am is + being + V <sub>3</sub> /- ed are <b>I am being asked/written.</b> He, she, it <b>is being asked/written.</b> You, we, they <b>are being asked/written.</b>	have/has + been + V <sub>3</sub> /-ed I, you, we, they <b>have been asked/written.</b> He, she, it <b>has been asked/written.</b>
<b>PAST</b>	Was were + V <sub>3</sub> /-ed <b>I was asked/written.</b> He, she, it <b>was asked/written.</b> You, we, they <b>were asked/written.</b>	Was were + being + V <sub>3</sub> /- ed <b>I was being asked/written.</b> He, she, it <b>was being asked/written.</b> You, we, they <b>were being asked/written.</b>	have/has + been + V <sub>3</sub> /-ed I, you, we, they <b>had been asked/written.</b> He, she, it <b>had been asked/written.</b>
<b>FUTURE</b>	shall/will be + V <sub>3</sub> /-ed <b>I will be asked/written.</b> He, she, it <b>will be asked/written.</b> You, we, they <b>will be asked/written.</b>		will have + been + V <sub>3</sub> /- ed <b>I will have been asked/written.</b> He, she, it <b>will have been asked/written.</b> You, we, they <b>will have been asked/written</b>

**Таблица 9 – Способы перевода страдательного залога**

Правила и способы перевода	Пример	Перевод
<p>1. Страдательный залог показывает, что действие глагола-сказуемого направлено на лицо или предмет, выраженный подлежащим. В ряде случаев подлежащее переводится прямым или косвенным дополнением и ставится, соответственно, в форме винительного или дательного падежа.</p>	<p><b>He</b> was given a task.</p>	<p><b>Ему</b> дали задание.</p>
	<p><b>We</b> were informed that a new idea had been advanced recently.</p>	<p><b>Нас</b> информировали, что новая идея была выдвинута недавно.</p>
<p>2. Если после глагола в пассиве есть дополнение с предлогом <b>by</b> или <b>with</b>, то оно указывает, кем или чем производится действие. Предлоги переводятся «путем», «при помощи», «посредством» либо соответствуют творительному падежу и не переводятся.</p>	<p>Steam is produced <b>by three stream generators</b>.</p>	<p>Пар вырабатывается <b>тремя парогенераторами (при помощи</b> трех парогенераторов).</p>
	<p>The market is supplied <b>with</b> cheap imports.</p>	<p>Рынок снабжается дешевым <b>импортом</b>.</p>

**Таблица 10 – Модальные глаголы и их эквиваленты**

	<b>ЗНАЧЕНИЕ</b>	<b>PRESENT</b>	<b>PAST</b>	<b>FUTURE</b>
can be able to	могу, умею	can work am (is, are) able to work (могу / может / умеет работать)	could work was (were) able to work (мог / умел работать)	— shall (will) be able to work (сможет / сумеет работать)
may be allowed to	могу, можно, разрешено	may work am (is, are) allowed to work (могу / можно / разрешено работать)	might work was (were) allowed to work (мог / было разрешено работать)	— shall (will) be allowed to work (смогу / будет можно работать)
must have to	должен, надо, нужно	must work have (has) to work (должен / приходится работать)	— had to work (должен был работать)	— shall (will) have to work (должен буду работать)
be to	должен, предстоит (согласно плану)	am (is, are) to work (должен работать)	was (were) to work (должен был работать)	—
should	должен, следует, следовало бы (наставление)	This equipment should be handled carefully. – С этим оборудованием следует обращаться осторожно.		
ought to	должен, следует (совет, моральный долг)	The results of this experiment ought to be checked. – Результат этого эксперимента надо проверить.		

**Таблица 11 – Многофункциональное слово one**

Функция, значение	Примеры	Перевод
1. Числительное «один», «одна», «одно».	This power plant is <b>one</b> of the oldest.	Эта электростанция – <b>одна</b> из старейших.
2. Формальное подлежащее в неопределенно-личных предложениях, самостоятельно не переводится.	<p><b>One knows</b> (известно)  <b>One believes</b> (считают)  <b>One can</b> (можно) expect  <b>One must</b> (нужно) expect  <b>One may</b> (можно) expect</p> <p>} that this mill  makes good  profits.</p>	<p>Известно,  Считают,  Можно ожидать,  Нужно ожидать,  Можно ожидать,</p> <p>} что этот завод  имеет большие  прибыли.</p>
3. Слово-заменитель. Переводится тем существительным, которое заменяет, или опускается в переводе.	The new way of transporting fuel differs from the old <b>one</b> .	Новый путь перевозки топлива отличается от старого ( <b>пути</b> ).

**Таблица 12 – Многофункциональные слова that, those**

Функция, значение	Примеры	Перевод
1. Местоимения «этот», «эти», «тот», «те».	<b>Those</b> fuels are the most popular in our region.	<b>Эти</b> виды топлива наиболее популярны в нашем районе.
2. Слова-заменители. Переводятся тем существительным, которое они заменяют, или опускаются при переводе.	The efficiency of the old turbine is low compared with <b>that</b> of our new plant.	Производительность старой турбины низкая по сравнению с <b>производительностью</b> турбины нашей новой электростанции.
3. “that” – союзное слово «который».	The new turbine <b>that</b> was installed in our plant is efficient.	Новая турбина, <b>которая</b> была установлена на нашей электростанции, эффективна.
4. “that” – союз «что», «чтобы».	One can say <b>that</b> this fan is the most useful.	Можно сказать, <b>что</b> этот вентилятор самый нужный.
5. Часть выделительной конструкции «It is... that/which/who...». Переводится именно», «это» и т. д.	<b>It was</b> in our laboratory <b>that</b> the new experiment was carried out.	<b>Именно</b> в нашей лаборатории провели новый эксперимент.

**Таблица 13 – Многофункциональное слово it**

Функция, значение	Примеры	Перевод										
1. Личное местоимение «он», «она», «оно» (заменяет неодушевленное существительное).	Natural gas is used for steam generating. <b>It</b> also burns extremely in coal and oil fired units.	Природный газ используется для образования пара. <b>Он</b> также широко применяется в агрегатах, работающих на угле и нефти.										
2. Указательное местоимение «это» (заменяет предыдущее предложение).	The temperature is rising slowly. <b>It</b> means that...	Температура поднимается медленно. <b>Это</b> означает, что...										
3. Формальное подлежащее безличного предложения. Самостоятельно не переводится.	<table border="0"> <tr> <td><b>It</b> is impossible</td> <td rowspan="4">} to use this fuel.</td> </tr> <tr> <td><b>It</b> is important</td> </tr> <tr> <td><b>It</b> is expected</td> </tr> <tr> <td><b>It</b> is common practice</td> </tr> </table>	<b>It</b> is impossible	} to use this fuel.	<b>It</b> is important	<b>It</b> is expected	<b>It</b> is common practice	<table border="0"> <tr> <td>Невозможно</td> <td rowspan="4">} использовать это топливо (использование).</td> </tr> <tr> <td>Важно</td> </tr> <tr> <td>Ожидается</td> </tr> <tr> <td>Обычно принято</td> </tr> </table>	Невозможно	} использовать это топливо (использование).	Важно	Ожидается	Обычно принято
<b>It</b> is impossible	} to use this fuel.											
<b>It</b> is important												
<b>It</b> is expected												
<b>It</b> is common practice												
Невозможно	} использовать это топливо (использование).											
Важно												
Ожидается												
Обычно принято												
4. Формальное дополнение после некоторых глаголов. Самостоятельно не переводится.	The method makes <b>it</b> possible to obtain good productivity.	Метод делает возможным получение хорошей производительности.										
5. Часть выделительной конструкции “ <b>it is...that (which)</b> ”. Переводится «именно», «это» и т. д.	<p><b>It is</b> at our plant <b>that</b> the new turbine was installed.</p> <p><b>It was</b> not until 1950 <b>that</b> the new equipment entered into practice.</p>	<p><b>Именно (это)</b> на нашей электростанции установили новую турбину.</p> <p><b>Только</b> в 1950 году новое оборудование вошло в употребление.</p>										

**Таблица 14 – Образование и написание количественных и порядковых числительных**

1 – 12		13 – 19		20 – 90	
Количественные	Порядковые	Количественные	Порядковые	Количественные	Порядковые
1 one [wan]	first	13 thirteen ['θz:'ti:n]	thirteenth [θz:'ti:nθ]	20 twenty ['twenti]	twentieth
2 two [tu:]	second	14 fourteen ['fo:ti:n]	fourteenth [fɔ:'ti:nθ]	30 thirty ['θɜ:ti]	thirtieth
3 three ['θri:]	third	15 fifteen ['fifti:n]	fifteenth [fif'ti:nθ]	40 forty ['fo:ti]	fortieth
4 four [fo:]	fourth	16 sixteen ['siks'ti:n]	sixteenth [siks'ti:nθ]	50 fifty ['fifti]	fiftieth
5 five [faiv]	fifth	17 seventeen ['sevn'ti:n]	seventeenth [sevn'ti:nθ]	60 sixty ['siks'ti]	sixtieth
6 six [siks]	sixth	18 eighteen ['ei'ti:n]	eighteenth [er'ti:nθ]	70 seventy ['sevnti]	seventieth
7 seven ['sevn]	seventh	19 nineteen ['nain'ti:n]	nineteenth [nam'ti:nθ]	80 eighty ['eiti]	eightieth
8 eight [eit]	eighth			90 ninety ['nainti]	ninetieth
9 nine [nain]	ninth				
10 ten [ten]	tenth			21 twenty-one	twenty-first
11 eleven [i'levn]	eleventh			['twenti'wan]	
12 twelve [twelv]	twelfth			32 thirty-two	thirty-second
				['θz:ti'tu:]	
				73 seventy-three	seventy-third
				['sevnti'θri:]	

**100 и далее:**

100 one (a) hundred ['wan 'handrid]

101 one hundred **and** one ['wan 'handrid an 'wan]

102 one hundred **and** two ['wan 'handrid ən 'tu:]

200 two hundred ['tu: 'handrid]

201 two hundred **and** one ['tu: 'handrid an 'wan]

232 two hundred **and** thirty-two

500 five hundred ['faiv 'handrid]

Числительные hundred, thousand и million употребляются всегда в единственном числе.

При цифровом изображении после тысяч и миллионов ставится запятая: 1,257,608; 3,078; 254,607,121

**Годы читаются:**

1900 – nineteen hundred;

1904 – nineteen four (nineteen o [ou] four);

1964 – nineteen sixty four;

in 1964 – in nineteen sixty four.

1,000 one (a) thousand ['wan 'θaʊznd]

1,001 one (a) thousand and one

1, 157 one (a) thousand one hundred and fifty-seven

2,000 two thousand

100,000 a hundred thousand

1,000 000 one (a) million ['wan 'miljən]

2,000 000 two million

**Даты читаются:**

16-th June, 1964 }  
June 16-th, 1964 }  
June 16, 1964 }

The sixteenth of June, nineteen sixty four,  
June the sixteenth, nineteen sixty four

– **Дробные числительные**

**В простых дробях** числитель выражается количественным, а знаменатель—порядковым числительным:

$\frac{1}{3}$  – a (one) third;  $\frac{1}{8}$  –an (one) eighth (но:  $\frac{1}{2}$  – a (one) half;  $\frac{1}{4}$  – a (one) quarter ['kwɔ:tə(r)]). Когда числитель больше единицы, знаменатель принимает окончание –s:  $\frac{2}{3}$  – two thirds;  $\frac{5}{6}$  – five sixths. Существительное, следующее за дробью, стоит в единственном числе:  $\frac{2}{3}$  ton (two thirds of a ton).

Существительное, к которому относится смешанное число, употребляется во множественном числе: 2  $\frac{1}{2}$  tons (two and a half tons или two tons and a half).

В **десятичных** дробях целое число отделяется от дроби **точкой**, в отличие от запятой в русской десятичной дроби. При чтении десятичных дробей каждая цифра читается отдельно. Точка, отделяющая целое число от дроби, читается point [point]. Нуль читается nought [nɔ:t] или zero [ziərou]: 0.25 – nought point two five (point two five); 12.103 – one two (twelve) point one nought three.

– **Температура читается:**

25 °C – twenty-five degrees Centigrade ['sentigreɪd] (по шкале Цельсия); 34°F – thirty-four degrees Fahrenheit ['færənhaɪt] (по шкале Фаренгейта).



**Таблица 15 – Сокращения**

Сокращение	Читается / означает	Перевод
%	percent (per cent) [pə'sent]	процент
°C	degrees Centigrade	градус (Цельсия)
°F	degrees Fahrenheit	градус (Фаренгейта)
A. D.	of our era ['iərə]	нашей эры
a. k. a.	also known as	также известный как
a.m.	ante meridiem	до полудня
B. C.	before Christ [kraɪst]	до нашей эры
A/C, a/c, acc.	account current	текущий счет
Ad (мн.ч. ads)	Advertisement	Объявление, реклама
app.	Appendix	приложение
e. g.	for example	например
etc.	[et'set(ə)rə]	и так далее
EU	European Union	Евросоюз
Ft	foot (мн. число feet)	фут
CEO	Chief executive officer	исполнительный директор
hr	Hour	час
i. e.	that is	то есть
In	Inch	дюйм
Dep., Dept.	Department	1. – отдел; 2. – министерство
kw	Kilowatt	киловатт
Lb	Pound	фунт
doz., dz	Dozen	дюжина
enc., encl.	enclosed, enclosure	прилагаемый, приложение (к письму и т. п.)
b.a.	hoc anno, лат.	в текущем году
bf.	Half	половина
H.Q., HQ, h.q.	Headquarters	главное управление (компании, организации)
id.	id. (idem, лат.)	тот же
i.e., ie	id est, лат.	то есть
Corp.	Corporation	корпорация
Co.	Company	компания
Ltd., ltd.	Limited	с ограниченной ответственностью
cur.	1. currency; 2. Current	1. валюта; 2. текущий
CV	curriculum vitae	краткая биография
Inc., inc.	Incorporated	Inc., inc. (incorporated) – зарегистрированный как юридическое лицо
v.s.	vide supra, лат.	см. выше
VAT	Value-added tax	VAT (value-added tax) – НДС
PLC	public limited company	открытая акционерная компания с ограниченной ответственностью
R&D	research and development	Научно-исследовательские

## Сокращения: обозначения частей речи

<i>сокращение</i>	<i>означает</i>	<i>перевод</i>
a.(adj.)	adjective	имя прилагательное
adv.	adverb	наречие
cj. (conj.)	conjunction	союз
n.	noun	имя существительное
part.	participle	причастие
pl.	plural	множественное число
prep.	preposition	предлог
pron.	pronoun	местоимение
v.	verb	глагол

**Таблица 16 – Таблица неправильных глаголов**

1 форма Infinitive	2 форма Past Simple	3 форма Participle II	форма Participle I	перевод
to be	was/were	been	being	быть, находиться
to bear	bore	born	bearing	нести
to beat	beat	beaten	beating	бить
to begin	began	begun	beginning	начинать(ся)
to bend	bent	bent	bending	гнуть
to bind	bound	bound	binding	переплестать
to bite	bit	bitten/bit	biting	кусать
to blow	blew	blown	blowing	дуть
to break	broke	broken	breaking	ломать
to bring	brought	brought	bringing	приносить
to build	built	built	building	строить
to buy	bought	bought	buying	покупать
to catch	caught	caught	catching	ловить
to choose	chose	chosen	choosing	выбирать
to cut	cut	cut	cutting	резать, рубить
to dive	dived/dove	dived	diving	нырять
to do	did	done	doing	делать
to draw	drew	drawn	drawing	рисовать, тащить
to drink	drank	drunk	drinking	пить
to drive	drove	driven	driving	вести
to eat	ate	eaten	eating	есть, кушать
to fall	fell	fallen	falling	падать
to feel	felt	felt	feeling	чувствовать
to feed	fed	fed	feeding	кормить
to fight	fought	fought	fighting	драться
to find	found	found	finding	искать, находить
to fly	flew	flown	flying	летать
to forbid	forbade	forbidden	forbidding	запрещать
to forget	forgot	forgotten	forgetting	забывать
to forgive	forgave	forgiven	forgiving	прощать
to freeze	froze	frozen	freezing	замораживать
to get	got	got	getting	получать,
to give	gave	given	giving	давать
to go	went	gone	going	идти, ехать
to grow	grew	grown	growing	расти, выращивать
to hang	hung	hung	hanging	висеть, вешать
to have	had	had	having	иметь
to hear	heard	heard	hearing	слышать
to hit	hit	hit	hitting	ударять
to hold	held	held	holding	держат
to hurt	hurt	hurt	hurting	повредить

1 форма Infinitive	2 форма Past Simple	3 форма Participle II	форма Participle I	перевод
to know	knew	known	knowing	знать
to lay	laid	laid	laying	накрывать
to lead	lead	lead	leading	вести
to leap	leapt/leaped	leapt/leaped	leaping	прыгать, скакать
to leave	left	left	leaving	покидать, оставлять
to lend	lent	lent	lending	давать займы
to let	let	let	letting	позволять
to lie	lay	lain	lying	лежать
to light	lit	lit	lighting	зажигать
to lose	lost	lost	losing	терять
to make	made	made	making	делать
to meet	met	met	meeting	встречать(ся)
to pay	paid	paid	paying	платить
to put	put	put	putting	класть, ставить
to read	read	read	reading	читать
to ride	rode	ridden	riding	ехать (верхом)
to ring	rang	rung	ringing	звонить, звенеть
to rise	rose	risen	rising	поднимать
to run	ran	run	running	бежать
to say	said	said	saying	говорить, сказать
to see	saw	seen	seeing	видеть
to sell	sold	sold	selling	продавать
to send	sent	sent	sending	посылать, отправлять
to shake	shook	shaken	shaking	трясти
to shine	shone	shone	shining	светить, сиять
to shoot	shot	shot	shooting	стрелять, снимать
to show	showed	shown	showing	показывать
to sing	sang	sung	singing	петь
to sink	sank	sunk	sinking	тонуть
to sit	sat	sat	sitting	сидеть
to sleep	slept	slept	sleeping	спать
to speak	spoke	spoken	speaking	говорить,
to spend	spent	spent	spending	разговаривать тратить, проводить время
to stand	stood	stood	standing	стоять
to steal	stole	stolen	stealing	воровать, украсть
to stick	stuck	stuck	sticking	прилипать
to strike	struck	struck	striking	бить, ударять
to swear	swore	sworn	swearing	клясться, ругаться
to sweep	swept	swept	sweeping	мести, подметать
to swim	swam	swum	swimming	плавать
to take	took	taken	taking	взять, брать
to teach	taught	taught	teaching	учить, обучать

<b>1 форма Infinitive</b>	<b>2 форма Past Simple</b>	<b>3 форма Participle II</b>	<b>форма Participle I</b>	<b>перевод</b>
to tear	tore	torn	tearing	рвать
to tell	told	told	telling	сказать, сообщать
to think	thought	thought	thinking	думать
to throw	threw	thrown	throwing	бросать, кидать
to wake	woke	woken	waking	будить, просыпаться
to wear	wore	worn	wearing	носить
to weep	wept	wept	weeping	плакать
to win	won	won	winning	побеждать, выигрывать
to write	wrote	written	writing	писать

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