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высшего профессионального образования
«Комсомольский-на-Амуре государственный технический университет»

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**АНГЛИЙСКИЙ ЯЗЫК ДЛЯ СТУДЕНТОВ
ЭКОНОМИЧЕСКИХ НАПРАВЛЕНИЙ:
ПРАКТИКА, ГРАММАТИКА, ТЕКСТЫ,
КОНТРОЛЬНЫЕ РАБОТЫ, ИТоговые ТЕСТЫ**

Утверждено в качестве учебного пособия
Учёным советом Федерального государственного бюджетного
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Учебное пособие направлено на подготовку студентов к самостоятельной учебной и научно-исследовательской работе на английском языке. Материалы пособия развивают и закрепляют у студентов знания по грамматике изучаемого языка, формируют и развивают умения и навыки применения разных видов чтения с извлечением информации из научной и научно-популярной литературы, а также литературы, профессионально-ориентированной на будущую профессию. Данное учебное пособие рекомендуется студентам для выполнения контрольных заданий, подготовки к зачетам и экзамену.

Пособие предназначено для студентов СПО специальности 080110 – «Банковское дело», а также может быть использовано студентами ВПО направлений 100700 – «Торговое дело», 089100 – «Экономика» и 080200 – «Менеджмент» очной и заочной форм обучения.

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CONTENTS

INTRODUCTION.....	4
ЧАСТЬ 1.....	5
UNIT 1. INTRODUCTION TO THE SPECIALITY.....	5
UNIT 2. FOREIGN EXCHANGE.....	7
UNIT 3. TERMS OF CONTRACT.....	10
UNIT 4. LICENSING.....	13
UNIT 5. JOINT VENTURES.....	16
UNIT 6. SUBSIDIARIES AND BRANCHES.....	18
UNIT 7. QUOTAS AND TARIFFS.....	20
UNIT 8. EMBARGOES AND SANCTIONS.....	23
UNIT 9. REGULATIONS OF INTERNATIONAL BUSINESS.....	25
UNIT 10. FREE TRADE ZONES.....	27
UNIT 11. HELPING FOREIGN TRADE.....	29
ЧАСТЬ 2.....	31
UNIT 12. THE MARKETING MIX. THE FOUR P'S.....	31
UNIT 13. WHAT IS ECONOMICS.....	34
UNIT 14. MACROECONOMICS.....	38
UNIT 15. MICROECONOMICS.....	41
CONCLUSION.....	45
LITERATURE.....	46
APPENDIX 1. TEXTS FOR ANALYTICAL READING.....	47
APPENDIX 2. ВЫПОЛНЕНИЕ И ОФОРМЛЕНИЕ КОНТРОЛЬНЫХ РАБОТ.....	55
APPENDIX 3. КОНТРОЛЬНЫЕ РАБОТЫ.....	57
APPENDIX 4. GRAMMAR REFERENCE.....	83
APPENDIX 5. TRAINING TESTS.....	100
APPENDIX 6. EXAMINATION TESTS.....	107
APPENDIX 7. KEYS TO TESTS.....	120

INTRODUCTION

Учебное пособие состоит из двух частей, 15 уроков (Units) и семи приложений (Appendices). Учебное пособие предназначено для студентов, обучающихся по федеральному государственному образовательному стандарту среднего профессионального образования (ФГОС СПО), а также может быть использовано студентами, обучающимися по федеральному государственному образовательному стандарту высшего профессионального образования (ФГОС ВПО). Темы уроков являются основными тематическими направлениями специальностей экономического направления. Задания уроков направлены на развитие и закрепление лексических и коммуникативных навыков профессионального общения и построены по принципу «от простого к сложному». Также в пособии предлагается глубокая проработка терминологической лексики в рамках заданных тем, которые проводят параллель с темами, изучаемыми в курсе специальных дисциплин.

Первое приложение представляет собой тексты профессионально-ориентированного характера с заданиями на дополнительное и аналитическое чтение. Во втором и третьем приложениях приводятся контрольные задания и требования по их выполнению. Четвертое приложение отражает краткий грамматический материал, необходимый для выполнения грамматических заданий уроков и контрольных работ. Последние приложения содержат примерные тестовые тренировочные и зачетные и экзаменационные задания, а также ключи к их ответам.

Лексический материал учебного пособия может представлять интерес и для лиц, которые изучают английский язык самостоятельно.

ЧАСТЬ 1

UNIT 1. INTRODUCTION TO THE SPECIALITY

Ex. 1. Active Vocabulary:

to change – менять, изменять

market – рынок

oil – нефть

machinery – техника

company – компания, фирма

products – продукты, товары

volume – объем

transaction – сделка

commodity = goods = product = merchandise – товар(ы)

to profit by – получать выгоду

to decide – решать

to sell (sold, sold) – продавать

seller – продавец

sale – (рас)продажа

wholesaler – оптовый продавец

retailer – розничный продавец

to buy (bought, bought) – покупать

to quote – котировать, назначать цену; цитировать (цены)

to increase – увеличивать

profitable – прибыльный, профитный

Ex. 2. Трансформируйте предложенные конструкции в конструкции с there is/there are.

Модель: The books are on the desk. – There are books on the desk.

1. The figures are on the display.
2. The changes are on the market.
3. The new prices are for oil and machinery.
4. The telephone is on the desk.
5. The telefax machine is in the office.
6. The food is on the table.
7. The drinks are on the shelves.

Ex. 3. Поставьте предложение в вопросительную и отрицательную формы.

1. There is some paper on the desk.
2. There are some new prices on the screen.
3. There are some people in the room.
4. There are some files on the shelf.
5. There is some oil in the tank.
6. There are changes on the market.
7. There is something new on the display.
8. There is some food on the table.
9. There are some drinks on the menu.

Ex. 4. Поставьте специальные вопросы к выделенным словам (приложение 4, табл. 5.3).

1. There is *a desk* in the room.
2. There is *my boss* in the office.
3. There are *computers* on the desk.
4. There are *some figures* on the display.
5. There are *some changes* on the market.
6. There are *some people* in the street.
7. There is my *boss's* automobile near my home.

Ex. 5. Прочитайте и переведите текст.

There are some new figures on my computer's display. It shows changes on the market. The prices for oil go up. Some prices for machinery go down. Our company sells oil products and buys machinery. We can profit by the changes on the market. There is my boss over the telephone.

- Is there anything new on the market today, Norman?
- Some changes in the oil and machinery prices, boss.
- Quote them, please.

I quote the prices and we decide to increase the volume of our transactions in oil and machinery. There are no changes in prices for food and drinks. There are also a few changes in prices for clothes and footwear.

Ex. 6. Переведите с английского языка на русский.

1. There are *few* new figures on my display.
2. There is *a little* food on the table.
3. There are *a few* changes on the market.
4. We decide to increase the volume of our transactions *a little*.
5. We can profit by it *a little*.
6. There is *little* oil in the tank.
7. I quote *few* prices today.
8. We sell *few* various products.
9. *Few* companies buy machinery today.

Ex. 7. Ответьте на следующие вопросы по тексту.

1. What is there on my computer's display?
2. What does my computer show?
3. What is new there in the oil and machinery prices?
4. What does our company sell?
5. What do we buy?

6. Who is there over the telephone?
7. What does the boss want me to do?
8. What do we decide to do?
9. Are there any changes in prices for food and drinks?
10. Are there any prices for clothes and footwear?

UNIT 2. FOREIGN EXCHANGE

Ex. 1. Active Vocabulary:

to ex'port – экспортировать

'export – экспорт

to im'port – импортировать

'import – импорт

currency – валюта

way – путь, способ

way of doing – способ совершения чего-либо

foreign – иностранный

to exchange – обменивать

foreign exchange – валютный рынок, операция на валютном рынке, иностранная валюта

Forex – *сокр.* от foreign exchange

exchange rate – обменный курс

exchange broker – брокер, совершающий операции по обмену валюты

rate – ставка, курс

to pay (paid, paid) – платить

payer – плательщик

payee – получатель (платежа)

payment – платеж

(un)payable – (не)платежеспособный

example – пример

for example – например

to deal with – иметь дело, совершать сделку; сделка

dealer – дилер

dealing – дилинг, проведение сделок

deal = bargain = transaction – сделка

to fluctuate – колебаться (о курсах, ставках и пр.)

to purchase – приобретать

to consist of – состоять из

to need – нуждаться

Ex. 2. Выучите названия стран и коды валют.

NLG – Dutch guilder [dʌtʃ'gi:ldə] – голландский гульден;

BEF – Belgian franc ['beldʒɛən'frænk] – бельгийский франк;

GBP – British pound ['brɪtɪ]'paʊnd] – британский фунт;

AUD – Australian dollar [ɔ'streɪljən'dɒlə] – австралийский доллар;

ITL – Italian lire [ɪ'tæliən'li:rə] – итальянская лира;

CAD – Canadian dollar [kə'neɪdən'dɒlə] – канадский доллар;

DKK – Danish krone ['dæni]'krounə] – датская крона;

NOK – Norwegian krone [nə'wi:dʒiən'krounə] – норвежская крона;

DEM – Deutschmark ['dɔɪtʃmɑ:k] – немецкая марка;

ESP – Spanish peseta ['spæni]'pɛ'setə] – испанская песета;

USD – US dollar ['ju'es'dɒlə] – доллар США;
 JPY – Japanese yen [dʒæpə'ni:z'jen] – японская иена;
 SEK – Swedish krona ['swi:di'krɒnə] – шведская крона;
 CHF – Swiss franc ['swɪs'fræŋk] – швейцарский франк;
 FRF – French franc ['frentʃ'fræŋk] – французский франк;
 ROUBLE [rubl] – рубль.

Currency Code Код валюты	Country Страна	Currency Code Код валюты	Country Страна
NLG	Holland	GBP	Great Britain
BEF	Belgium	AUD	Australia
ITL	Italy	USD	USA
CAD	Canada	JPY	Japan
NOK	Norway	SEK	Sweden
DKK	Denmark	CHF	Switzerland
DEM	Germany	FRF	France
ESP	Spain	ROUBLE	Russia

Ex. 3. Постройте выражение на основе следующих данных.

Модель: USD 1 = DEM 2.9925:

We exchange one US dollar to Deutschmarks two point nine nine twenty five.

GBP 1 = USD 1.3016;

GBP 1 = DEM 2.299;

GBP 1 = JPY 333;

ITL 1000 = DEM 2.1076.

USD 1 = JPY 258.9121;

Ex. 4. Составьте вопросы об обменных курсах валют.

Модель: CAD to FRF:

What is the rate of exchange of a Canadian dollar to the French franc?

NLG to CHF; SEK to USD; DEM to rouble; AUD to JPY; USD to FRF;
 rouble to NLG; ITL to ESP; NOK to GBP; BEF to USD.

Ex. 5. Переведите на русский язык.

1. We often buy Deutschmarks.
2. We never exchange US dollars to roubles.
3. We always buy US dollars in the bank.
4. We seldom buy foreign currency.
5. We sometimes sell Italian lire and buy Dutch guilders.
6. We exchange money on the international market every day.

Ex. 6. Прочитайте и переведите текст.

Importers and exporters do not use the same currency. When they buy and sell goods they change money from one currency to another. There are two ways of doing this. First, the importer can pay in his own currency and the exporter changes it on the international currency market. Secondly, the importer sells his own currency and purchases the exporter's. Then the importer pays. Usually the banks buy and sell currency for their clients.

The international currency market consists of a net of international banks. Exchange brokers and dealers deal in foreign exchange (Forex) transactions. The exchange rates change (or fluctuate) from day to day. For example, one day the exchange rate is 0.526 pound sterling to a dollar, another day it is 0.520 pound sterling to a dollar. Dealers and banks choose the best rates and profit by Forex dealing.

Ex. 7. Заполните пропуски соответствующими формами сравнительной и превосходной степени прилагательных (приложение 4, табл. 2.1).

1. My car is expensive. John's car is _____ than my car. Mike's car is _____ car in our city.

2. The weather is warm in Denmark. In France the weather is _____ than in Denmark. In Italy the weather is _____ in Europe.

3. John's computer is good. My computer is _____ than John's computer. Peter's computer is _____ of all.

4. The production costs are low in our company. In IBM the production costs are _____ than in our company. In Apple computer the production costs are _____ in the industry.

Ex. 8. Переведите с английского языка на русский.

1. Our company sells goods to various countries.
2. We exchange money from one currency to another in the bank.
3. Do not pay the importer in his own currency.
4. We do not purchase goods on the market.
5. The computer net consists of twenty five computers.
6. He profits by foreign currency transactions.
7. Peter deals in Forex transactions.
8. Exchange rates fluctuate from day to day.
9. The rate of exchange today is zero point five three four six pound sterling to a dollar.
10. What currency do we need in Denmark?
11. Rouble is the best currency!

12. We never sell roubles.
13. What is the rate of exchange of a dollar to the Deutschmark today?
14. We seldom purchase dollars.

Ex. 9. Ответьте на вопросы по тексту.

1. Do the importers and exporters use the same currency?
2. How do the importers get the currency they need?
3. What is the first way the importers use?
4. Where does the importer change money?
5. Who buys and sells currency for their clients?
6. What does the international currency market consist of?
7. Who deals in Forex transactions?
8. Do the exchange rates fluctuate?
9. What rates do the dealers choose to profit by foreign currency transactions?

UNIT 3. TERMS OF CONTRACT

Ex. 1. Active Vocabulary:

teller – кассир

fee – плата за услуги

commission – комиссионные

double five – 55, две цифры
пять

double – двойной

change – мелкие деньги, сдача

tenner – от *ten* – десятка

form – форма, бланк

You're welcome – приходите снова
(форма выражения благодарности, принятая в сфере услуг)

to fill – заполнять, наполнять

total amount – общая сумма

to fill out – заполнять форму

to sign – подписывать

percent – процент

Ex. 2. Прочитайте и переведите диалог.

AT THE FOREIGN EXCHANGE OFFICE

Norman: Hello, Er..., where...

Bank teller: Hello. Can I help you?

Norman: Yes, please. I'd like to exchange some money.

Teller: O.K. What currency? And how much?

Norman: Dollars. US dollar to pound sterling. One thousand dollars, please.

Teller: O.K. just a moment.

Norman: And what's the rate today!

Teller: We sell at zero point double five six one.
Norman: And the fee?
Teller: The commission is two percent.
Norman: How much does it make, I mean, the total amount.
Teller: Let me see. The total amount is five hundred fifty six pounds
 10 pence. And the commission is twelve pounds two pence.
Norman: O.K., here you are.
Teller: What bills would you like to have?
Norman: Tenners, please, and some change. Do I fill out any form?
Teller: Yes, please, and sign here.
Norman: Thanks a lot.
Teller: You're welcome.

Ex. 3. Работа в паре или группе. Составьте диалоги-ситуации по данной выше модели с различными валютами, суммами и размерами.

Ex. 4. Заполните пропуски предложениями (приложение 4, табл. 1.2):

on, from, near, into, to (till), under, for, at, to, by

1. We ship goods ___ Australia to Russia.
2. My secretary works ___ 9 a.m. ___ 5 p.m.
3. The computer is ___ the table.
4. Come ___ the office, please.
5. There is a computer ___ me on the table.
6. We are meeting the boss ___ Friday.
7. Our bank is ___ the post office.
8. The conference starts ___ 3 o'clock ___ the 1st of December.
9. The chair is ___ the table.
10. I am calling ___ New York.
11. We buy foreign currency ___ the international money market.
12. I work ___ the bank.
13. Forex dealers profit ___ foreign exchange transactions.
14. There are some changes ___ the market.
15. I see new figures ___ my display.

Ex. 5. Прочитайте диалог по ролям и переведите его.

COMMUNICATION

Chris Mc Maron is consulting his Sales Manager, Lorna Wright.

Chris: You know, Lorna, I am going to ship¹ some of our equipment to

Liberia. Morgan and Co seem to be interested and they pay well.

Lorna: And who is going to pay what?

Chris: What do you mean² “to pay what”?

Lorna: I mean, you are shipping goods to Liberia and you have to decide who is paying freight, duty³, tax⁴, insurance⁵ and so on.

Chris: Oh, I get it! You’re speaking about the terms of the contract⁶, aren’t you? I remember – all those F.O.R., C.I.F., yeah?

Lorna: And also Ex works, Franco and F.O.B. and ...

Chris: Oh, please, not so fast. What is Ex works?

Lorna: Well, if the prices are Ex works the buyer pays for everything except packing. Then comes F.O.R. In this case the seller pays for the transporting to the railway station. If it’s F.A.S. you are transporting goods to the port in your country, and if it’s C.I.F. ...

Chris: F.A.S.? C.I.F.?

Lorna: Yeah. Free alongside ship – F.A.S., and ...

Chris: Oh, just a minute, Lorna, I’ll get a pen to write it down ...

Notes:

1. to ship – отправлять (товар, груз); корабль;
2. to mean – иметь в виду;
3. duty – зд. пошлина;
4. tax – налог;
5. insurance – страхование, страховка;
6. terms of contract – условия контракта.

Ex. 6. Ознакомьтесь с условиями контракта.

Условия контракта:

Ex works – франко-завод (условие об обязанности продавца изготовить товар и подготовить к отправке);

F.O.R. – **free on rail** – франко-вагон (условие об обязанности продавца доставить товар на указанную ж/д станцию и погрузить в вагон);

F.A.S. – **free alongside ship** – франко вдоль борта судна (условие об обязанности продавца доставить товар к борту судна);

F.O.B. – **free on board** – франко-борт (условия об обязанности продавца произвести погрузку на судно);

F.O.T. – **free on truck** – франко-платформа;

C.I.F. – **cost, insurance, freight** – условие продажи, в силу которого цена включает страхование и расходы по фрахту;

Franco – франко (условия об обязанности продавца доставить товар по адресу, указанному покупателем).

Ex. 7. Переведите на русский язык.

1. We are signing the contract on Thursday, September the twenty sixth.
2. The dollar is fluctuating now.
3. They buy Deutschmarks in the bank.
4. We transport goods from Australia to Liberia.
5. My secretary works from 10 a.m. till 6 p.m.
6. We take part in international import-export transactions.
7. They pay well.
8. What do you mean?
9. You are speaking about the terms of the contract, aren't you?
10. The terms of contract are F.O.T.
11. In this case the buyer pays for packing.
12. We pay for everything, except the freight.

UNIT 4. LICENSING

Ex. 1. Active Vocabulary:

licensing – лицензирование

to agree – соглашаться

agreement – соглашение

to enter – входить, вступать

legal – юридический, правовой

trademark – торговая марка, знак

right – право

to manufacture – производить

to obtain – приобретать, добывать

income – доход

license – лицензия

licenser – лицензиар

licensee – лицензиат

royalty – лицензионный

certain – определенный

percentage – доля в процентах

to produce = **to manufacture**

producer = **manufacturer** – произ-
водить

patent – патент

to protect – защищать

counterfeit – подделка, подлог

counterfeiter – фирма, незаконно
использующая чужую торговую
марку

to gain – получать, достигать

success – успех

successful – пользующийся успе-
хом

to control – контролировать

to guarantee – гарантировать

reputation – репутация

strategy – стратегия

to produce – производить

product – продукт, продукция

production – производство

productivity – производительность

Ex. 2. Поставьте предложения в вопросительную и отрицательную формы. К выделенным словам поставьте специальные вопросы (приложение 4, табл. 5.3).

1. *Our company* can easily enter the foreign market.
2. *We* can sign a licensing agreement with Apple computer.
3. We can pay you *royalty*.
4. We can use licensing to protect our product from *counterfeiting*.
5. *You* can control the quality of our computers.
6. You can sell these products in *Argentina*.

Ex. 3. Прочитайте и переведите текст.

LICENSING

When a company is small it cannot sometimes enter a foreign market. It can sign a licensing agreement with a foreign firm. A license is a legal agreement in which one firm gives another a right to manufacture and sell its product. A company that obtains this right pays the licensor a royalty. Royalty is a certain percentage of the income from the sale of the product.

Businesses that have patents or trademarks usually can use licensing to protect them against counterfeiters. The licensee gains a successful product and the know-how. The licensor often controls the quality of the goods which the licensee produces, because high quality guarantees the reputation of the licensor. The licensee chooses the selling strategies because he knows more about how to sell the product in the foreign market.

Ex. 4. Заполните пропуски предложениями (приложение 4, табл. 1.2):

over, with, to, in, of, up, at, about, on

1. We sign a licensing agreement ___ Pepsi Co.
2. We obtain a right to manufacture computers ___ IBM.
3. We pay Tex Inc 12 % ___ our income as a royalty.
4. We don't have to control the quality ___ the goods you produce.
5. I know much ___ how to sell these products ___ Russia.
6. We need to have more control ___ your manufactures.
7. We want to produce machinery ___ home and sell it abroad.
8. IBM sells its computers ___ export/import merchants.
9. We are setting ___ a sales office ___ Argentina ___ November.

Ex. 5. Прочитайте текст и передайте его основное содержание по-русски.

EXPORTING

Companies that want greater control over their product have to manufacture it at home and then export it to the foreign countries. In this case exporter must

examine the market.

Some firms can sell their products to an export/import merchant¹, who takes all the selling risks². In other cases the company may use an export/import agent who sells the product to wholesalers³ or retailers⁴ in the foreign country. Sometimes the exporter may set up⁵ its own sales offices and branches abroad. This is more expensive and only large firms can afford it.

Notes:

1. merchant – торговец; зд. – посредник в импортно-экспортных операциях;
2. to take a risk – принимать риск на себя;
3. wholesaler – оптовый торговец;
4. retailer – розничный торговец;
5. set up – организовывать, учреждать.

Ex. 6. Переведите предложения.

1. A small company cannot enter the foreign market.
2. We can sign a licensing agreement.
3. The license gives us a right to manufacture this product.
4. A licensee pays royalty to a licensor.
5. The royalty is 15 percent of the income from the sale of the product.
6. We have to protect our trademark against counterfeiters.
7. Our deal was successful.
8. We can't control the quality of this product.
9. Our patent guarantees the quality of the product.
10. Who works out selling strategies in your company?
11. An exporter must examine the foreign market.
12. Companies can sell their products to the sales agent.
13. The import/export merchant takes all the risks.
14. Our company sells its product to the wholesaler. The wholesaler sells goods to retailers.
15. We set up a new office in Argentina last year.
16. We signed a contract with IBM last year.
17. Sales are not in my line.
18. Don't worry, I've bought a computer.
19. Have you sold the equipment to Liberia yet?
20. Yes, we have already sold the equipment.
21. We have obtained a license from IBM lately. Now we can produce computers.

Ex. 7. Ответьте на вопросы по тексту “Licensing”.

1. What does a company sign if it cannot enter a foreign market?
2. Who does it sign a licensing agreement with?
3. What is a license?
4. What right does a licensing agreement give to a firm that signs it?
5. Does this company pay any money to the licensor?
6. What is royalty?
7. What firms usually act as licensors?
8. What do they protect themselves from?
9. What does the licensee gain?
10. Why does the licensor control the quality of the goods which the licensee produces?
11. What strategies does the licensee choose?
12. Who knows the market better – the licensor or the licensee?

UNIT 5. JOINT VENTURES

Ex. 1. Active Vocabulary:

to go international – выйти на международную арену

joint – совместное

venture – рискованное предприятие

joint venture – совместное предприятие

foothold – опора

to pool – объединять, создавать

resources – ресурсы

to design – разрабатывать

to arrange – организовывать

to organize = to arrange = to set up =

to establish – организовывать

arrangement – организация

to share – разделять; доля, акция

Share = stock – доля, акция

Stock Exchange – фондовая биржа

shareholder – акционер

aid – помощь

finance – финансы, система финансов; **financial** – финансовый

petrol – бензин

to handle – управляться, иметь дело

assistance – поддержка

red tape – бюрократия, волокита

local – местный

to refine – рафинировать, очищать

engineering – инженерный, технологический

return – возврат; возвращаться

in return – в обмен

responsibility – ответственность

oil refinery – нефтеочистительный

chemical – химический, химикат

petrochemical – нефтехимический

Ex. 2. Определите, к какой части речи относятся следующие слова, и переведите их на русский язык:

to produce – producer – product – production;
to share – shareholder;
to organize – organizer – organization – organizational;
to deal (with) – dealer – dealing.

Ex. 3. Замените слова и словосочетания данного предложения словами и словосочетаниями, приведенными ниже. Переведите на русский язык. Каждый раз замене подлежит одно слово/словосочетание.

Our firm takes responsibility for handling red tape and organizing sales on the local market.

Модель: Their

Their firm takes responsibility for _____.

1. dealing with; 2. bureaucracy; 3. transactions; 4. company;
5. arranging; 6. runs risk; 7. foreign market.

Ex. 4. Прочитайте и переведите текст.

JOINT VENTURES

To go international a large firm can set up a joint venture with a company in another country. In this case two companies pool their resources to design, manufacture and sell the product. Both firms profit by the results of this arrangement. They also share responsibility. One of the firms provides the necessary funds and know-how for producing goods. In return it gets a foothold on the foreign market. The other firm obtains financial and technical assistance. And it takes responsibility for handling red tape and organizing sales on the local market.

In the late 1980-s, for example, a Connecticut engineering company set up a joint venture with Russian oil refineries and petrochemical plants. The venture gives the Russians the necessary technology and the Connecticut Company has gained a foothold in the world's largest oil industry in return.

Ex. 5. Выберите наиболее правильное продолжение предложения.

1. Firms go international because _____.
- a) their officers want to go abroad more often;
b) they want to save money from local taxes;
c) they need technical and financial assistance from abroad.
2. Large foreign companies take part in joint ventures in Russia because _____.
- a) they want to get a foothold on the Russian market;
b) they want to save money from taxation in home countries;
c) they can't work well enough at home.

Ex. 6. Заполните пропуски предложениями (приложение 4, табл. 1.2):

in, on, for, by, with, over, of, at

1. We shall sign an agreement ___ your company in May.
2. To go international you have to find a company ___ another country and set up a joint venture ___ it.
3. We gained a foothold ___ Australia's wool market.
4. Our sales agent will control the quality ___ the goods ___ your plant.
5. We'll give you our trade mark and you'll pay us royalty ___ return.
6. We shall both profit ___ our arrangement.
7. Who takes responsibility ___ controlling the quality of the goods?
8. We want greater control ___ our products.
9. Mike has spoken a lot ___ your company. He says you are very good ___ producing machinery. – That's very kind ___ him.

Ex. 7. Ответьте на вопросы по тексту.

1. What can a firm set up if it wants to go international?
2. Who can it make a joint venture with?
3. What do the two companies do when they arrange a joint venture?
4. What do they need joint resources for?
5. Do they share only profit or responsibilities in this case?
6. What does each firm provide and get, when the two of them set up a joint venture?
7. Who provides finance and technology?
8. Who deals with the red tape?
9. Who organizes sales?
10. Why was the Connecticut engineering firm interested in this joint venture?
11. What did the Russians get in return?

UNIT 6. SUBSIDIARIES AND BRANCHES

Ex. 1. Active Vocabulary:

subsidiary – филиал, дочерняя компания

parent – родитель; родительский

etc. (etcetera) = and so on – и т.д.

task – задача, задание

goal – цель

facility – средство, устройство

overseas – за морем, на заморских территориях, за границей

law – закон, законы

under the law – в соответствии с законом

to a great extent – в значительной мере

facilities – средства производства
to specify – определять, специфицировать
decision – решение

independent of – независимый от
on-site – на месте
position – положение, позиция

Ex. 2. Найдите пары синонимов.

Manufacturer, to produce, deal, consumer, goods, overseas, commodity, to arrange, transaction, to purchase, foreign, domestic, to manufacture, home, marketing, producer, stock, share, trade, to buy, to set up, customer.

Ex. 3. Замените слова и словосочетания данного предложения словами и словосочетаниями, приведенными ниже. Переведите на русский язык.

If the managers of the parent company decide to arrange the company's production facilities overseas, they set up a subsidiary.

- | | | |
|------------------|------------------------------|---------------|
| 1. firm; | 5. when; | 9. branch; |
| 2. organize; | 6. home; | 10. firm's; |
| 3. abroad; | 7. make up their minds; | 11. officers. |
| 4. they arrange; | 8. manufacturing facilities; | |

Ex. 4. Прочитайте и переведите текст.

SUBSIDIARIES AND BRANCHES

A company can set up a branch in the foreign country to handle the sales of the product abroad. A parent company specifies the tasks and goals of a branch. Those usually consist of marketing and selling the product.

If the managers of the parent company decide to arrange the company's own production facilities (plants, factories, etc.) overseas, they set up a subsidiary. A subsidiary works under the laws of the foreign country and to the profit of its parent company. Some subsidiaries are to a great extent independent of their parent companies because the home management believes that the on-site managers are in the best position to make decisions.

Ex. 5. Выберите наиболее правильный ответ.

1. The tasks and goals of a branch consist of _____.
- a) manufacturing products;
 - b) handling red tape in the foreign country;
 - c) marketing and selling the product.

2. Some subsidiaries are independent of their home management because

-
- a) they work under the laws of a foreign country;
 - b) the parent company officers think that the on-site managers can make better decisions;
 - c) they have tasks different from those of the parent companies.

Ex. 6. Переведите на русский язык.

1. I'd be glad to go international, but our company is too small.
2. Let's pool our resources and set up a joint venture.
3. The parent company specifies the tasks for its overseas branch.
4. Let's share the responsibility.
5. The subsidiary works under the law of Argentina.
6. We provide the necessary funds and know-how and you provide the market for the products.
7. Our firm needs technical aid.
8. The on-site managers are in the best position to make decisions.
9. We gain a foothold on the foreign market in return.
10. Who will design, manufacture and sell these products?
11. Our company can't work in Argentina because of the red tape in this country.
12. That is why we decided to set up a joint venture with a firm in Argentina.

Ex. 7. Ответьте на вопросы по тексту.

1. Why do companies set up branches in a foreign country?
2. What does a parent company do when it sets up a branch overseas?
3. What are the tasks and goals of a branch?
4. In what cases do the managers decide to set up a subsidiary?
5. What laws does a subsidiary work under?
6. Who profits by the work of a subsidiary?
7. When and why do some subsidiaries become independent of their parent companies?

UNIT 7. QUOTAS AND TARIFFS

Ex. 1. Active Vocabulary:

amount – сумма, количество, объем; **tariff** – тариф
government – правительство
unit – единица (продукции)

to discourage – препятствовать, ставить преграды, лишать стимулов
protective – протекционистский (тариф)
to generate – создавать, генерировать

to encourage – поощрять, поддерживать

quota – квота

to combine – комбинировать, соединять

to raise – поднимать, аккумулировать (средства)

to reach – достигать, доставать (до чего-либо)

to impose – навязывать, облагать (налогом)

revenue – (государственные) доходы, выручка; **revenue tariff** – фискальный тариф

Ex. 2. Замените в предложении слова и словосочетания на приведенные ниже.

Tariffs discourage imports because they make foreign goods more expensive.

- | | | | |
|------------------|--------------|---------------|--------------|
| 1. as they make; | 2. less; | 3. encourage; | 4. cheap; |
| 5. duties; | 6. overseas; | 7. exports; | 8. products. |

Ex. 3. Переведите предложения.

1. The government can discourage imports of goods.
2. The government imposes export quotas on certain goods.
3. The quota may be absolute. In this case we reach a certain limit and can export no more.
4. Government can combine quotas with tariffs on all units over certain amount.
5. The government also imposes taxes or duties on imported goods.
6. Tariffs discourage imports because they make foreign products more expensive.
7. High tariffs protect home manufacturers.
8. Protective tariffs are higher than revenue tariffs.

Ex. 4. Прочитайте текст и передайте его содержание по-русски.

QUOTAS AND TARIFFS

Sometimes the government can encourage or discourage imports and exports of goods. It imposes quotas on certain products. An export quota specifies how much of a product can a manufacturer ship out. An import quota allows you to import to certain limit. The quota may be absolute (we reach a certain amount and can ship no more) or the government can combine it with a special tariff on all units over that amount. For example, we had an import quota of 6.000 automobiles. We had bought 6.000 automobiles with a 6.5 % tariff by the end of the last year, and all others we bought with a 45 % tariff.

The government also imposes special taxes or duties on imported goods. These are tariffs. Tariffs discourage imports because they make foreign goods

more expensive. There are revenue tariffs that generate tax revenues and protective tariffs that protect home manufacturers. The purpose of the revenue tariffs is to raise money, and therefore these tariffs are rather low. The protective tariffs are much higher.

Ex. 5. Выберите наиболее правильный ответ.

1. The government imposes import quotas on goods because _____.
 - a) it wants to encourage export;
 - b) it wants to increase the prices for them;
 - c) it wants to protect the home manufacturers.
2. If the quota is absolute _____.
 - a) the foreign companies cannot export any goods;
 - b) they can export all goods that they want to export;
 - c) they can export up to a certain limit.
3. The revenue tariffs _____.
 - a) protect the home manufacturers;
 - b) raise money for the government;
 - c) make foreign goods very expensive.

Ex. 6. Ответьте на вопросы по тексту.

1. How can a government encourage or discourage imports and exports of goods?
2. What does an export quota specify?
3. What does an import quota allow you to do?
4. What is an absolute quota?
5. What can a government combine a quota with?
6. What are tariffs?
7. How do tariffs discourage imports?
8. What two sorts of tariffs are there?
9. What is a revenue tariff?
10. What is a protective tariff?
11. What is the purpose of the revenue tariff?
12. Which of the two sorts of tariffs is higher and why?

Ex. 7. Прочитайте диалог по ролям и воспроизведите его.

COMMUNICATION

Norman Baker is telephoning Linda Johnson.

Norman: Hello, is this 364 285 38? ... Extension 291, ... yes, 291.O.K.

... I'd like to speak to Mrs. Johnson, please. Yes, Norman Baker.

Secretary: Sorry, Mr. Baker, but she isn't available¹ at the moment. Could you call back later or would you leave a message?

Norman: I'm afraid it's urgent², I'm calling from Florida.

Secretary: Actually, she's somewhere in the building. I'll try to contact Operational Management and see if she's there. Hold on, please... Mr. Baker, are you still there? I'm putting you through.

Norman: Thanks ... Linda, it's Norman here.

Linda: Hello, Norman. How're things? What's it like in Florida?

Norman: Everything's O.K. You know, I met an old friend of mine here, Jake Roberts. He used to work for Apple Computer, and now he's with a software company in Florida. He's in research and development.

Linda: Oh, that's interesting. Go ahead.

Norman: He told me that they had designed a new version of Almasoft that might suit³ our GLC-24.

Linda: As I understand it, we might discuss the details and, possibly, arrange something?

Norman: That's right. Jake wanted to know if you could contact his boss over telephone or telex and discuss...

Notes:

1. available – доступный, имеющийся в наличии;
2. urgent – срочный;
3. suit – подходить.

Ex. 8. Составьте диалоги на тему «Обсуждение условий контракта».

UNIT 8. EMBARGOES AND SANCTIONS

Ex. 1. Active Vocabulary:

embargo – эмбарго

embargoing – наложение эмбарго

military – военный

sanitary – санитарный

moral – моральный

political – политический

reason – причина

weapon – оружие, орудие

to prevent – препятствовать, ставить преграды

sanction – санкции

to prohibit – запрещать

grounds – основание

drug – лекарство, наркотик

reaction – реакция

illegal – незаконный

actions – действия

party – партия; сторона

dumping – демпинг

Ex. 2. Замените в предложении слова и словосочетания на приведенные ниже.

The United States prohibit the import of certain animals for sanitary reasons.

- | | | | |
|--------------------|---------------|-------------------|--------------|
| 1. on ... grounds; | 2. moral; | 3. export; | 4. products; |
| 5. allows; | 6. political; | 7. Great Britain; | 8. various. |

Ex. 3. Переведите на русский язык.

1. He said that they would ship wheat by rail.
2. Mrs. Johnson isn't available at the moment.
3. He used to work for Apple Computer.
4. Would you like to leave a message?
5. Linda said that she had just signed a contract.
6. John said that they had bought a new factory in Argentina.
7. Sometimes the government prohibits the import of certain products for sanitary reasons.
8. A military embargo prevents the exporting of weapons.
9. We do not import drugs for moral reasons.
10. There are sanctions against dumping.
11. If we sell products at prices below the market prices, it means that we take part in dumping.

Ex. 4. Прочитайте и переведите текст.

EMBARGOES AND SANCTIONS

Governments can prohibit the import or export of certain products for military, sanitary, moral or political reasons. A military embargo prevents weapons going to a certain country. The United States prohibit the import of certain birds and animals for sanitary reasons. Moral reasons are the grounds for embargoing cocaine, heroin and other drugs. Sometimes governments prevent the export for political reasons. For example, the United Nations set embargo on sales to, and purchases from, Rhodesia before it became Zimbabwe.

Sanctions are a form of reaction to illegal actions of another party. There are sanctions against dumping, for example. Dumping means shipping large amounts of a product to another country at prices below the cost of production or below the selling price.

Ex. 5. Выберите правильный ответ.

1. A military embargo prevents _____.
a) food going into another country;

- b) the import of drugs;
- c) the import and export of weapons.

2. Dumping means _____.

- a) shipping large amounts of cheap products to another country;
- b) buying at low prices;
- c) a reaction to illegal actions of another party.

Ex. 6. Ответьте на вопросы.

1. Why do governments prohibit the import or export of certain products?
2. What is the reason for a military embargo?
3. What reasons are there for a sanitary embargo?
4. Why do most of the governments prohibit the import of drugs?
5. What reasons are there for a political embargo?
6. What are sanctions?
7. What is dumping?
8. Why do the governments set sanctions against dumping?

UNIT 9. REGULATIONS OF INTERNATIONAL BUSINESS

Ex. 1. Active Vocabulary:

from entering – от вхождения
to insist – настаивать
interest – зд. пакет акций
to refuse – отказываться
way out – выход
to demand – требовать

to file a plan – представить план
to indicate – указывать
indicating – указывающий
to hire – нанимать
to fit – соответствовать
master plan – главный план

Ex. 2. Замените слова и выражения в приведенном ниже предложении.

Some governments insist that a foreign company must have a native businessman in the management.

- | | | | |
|--------------|-------------------------|---------------|-------------|
| 1. overseas; | 2. local; | 3. countries; | 4. include; |
| 5. many; | 6. demand that; | 7. firm; | 8. manager; |
| 9. has to; | 10. board of directors. | | |

Ex. 3. Переведите с английского языка на русский.

1. Government regulations discourage foreign trade.
2. In our country a foreign company must have at least one native businessman in the Board of Directors.

3. Some governments insist that the local partners have the controlling interest.
4. Large firms like General Motors refuse to work on these grounds.
5. Some governments demand that a foreign company files a plan indicating what it is going to produce.
6. This plan must fit into the government economic master plan.

Ex. 4. Прочитайте и переведите текст.

REGULATIONS OF INTERNATIONAL BUSINESS

Some governments impose various regulations on businesses in their countries. Sometimes these regulations discourage foreign companies from entering home markets. In some countries all international businesses must have local partners. In other countries a foreign firm must have at least one native in the top management of a branch or a subsidiary. Some governments, for example in Mexico, insist that the local partners have the controlling interest. However, big firms like IBM refuse to do business on these grounds and usually manage to find the way out.

Government regulations limit what a company may do. For example, some countries demand that the company files a plan indicating what it is going to produce, how many local workers it is going to hire and how much it will pay the workers. This plan must also fit into the government economic master plan. If the country changes its master plan, the foreign firm must change its plan too.

Ex. 5. Выберите наиболее правильный вариант продолжения приведенных ниже предложений.

1. Government regulations _____.
 a) encourage foreign companies to enter the home markets;
 b) discourage foreign firms from entering the foreign markets;
 c) help foreign companies find partners in the local markets.
2. Big firms refuse to work under local government regulations because _____.
 a) they limit what a company may do;
 b) these firms usually have no plans;
 c) there is too much red tape.

Ex. 6. Заполните пропуски соответствующими предлогами:

of, for, at, to, from, on, into, in, back, ahead

1. Please, quote prices ___ model AM/64G.
2. I am looking forward ___ your answer.

3. What are you working ___ at the moment?
4. Are you interested ___ our products?
5. Could you call ___ later or would you leave a message?
6. That's very interesting. Go ___.
7. Governments sometimes prohibit exports ___ military reasons.
8. We prohibit the import ___ certain goods.
9. Mexican government set embargo ___ sales ___ oil.
10. This is a sort of reaction ___ illegal actions of another party.
11. We ship large amounts ___ coffee ___ prices below the market price.
12. Governments impose a lot of regulations ___ foreign trade.
13. Regulations discourage companies ___ entering foreign markets.
14. A firm must have ___ least one local businessman ___ the top management.
15. We refuse to do business ___ these grounds.
16. Your plan must fit ___ our economic master plan.

Ex. 7. Ответьте на вопросы по тексту.

1. How do the government regulations affect the foreign companies?
2. What must foreign companies have in some countries?
3. Whom must foreign companies have in their subsidiaries' top management sometimes?
4. What does the government in Mexico insist on?
5. How do big firms react to government regulations?
6. What do some governments demand a foreign company should file?
7. What must this plan indicate?
8. What must the company's plan fit into?
9. What happens if the government changes its master plan?

UNIT 10. FREE TRADE ZONES

Ex. 1. Active Vocabulary:

duty-free – беспошлинно

to treat – относиться (к ч.-л.); вести себя (по отношению к ч.-л.)

advantage – преимущество, выгода

navy – морской, военно-морской

to age – зд. выдерживать (вино)

to delay – откладывать, оттягивать (время); **yard** – зд. верфь

distribution – распределение; зд. торговля

Ex. 2. Замените слова и выражения в данном предложении на слова и выражения, приведенные ниже.

Foreign goods can be shipped from these zones to other countries and no duty is paid.

- | | | | |
|------------|------------------|-------------------------|---------------|
| 1. those; | 2. to different; | 3. be transported from; | 4. products; |
| 5. states; | 6. taxes are; | 7. but; | 8. home-made; |
| 9. some; | 10. areas; | 11. may; | 12. imposed. |

Ex. 3. Переведите на русский язык.

1. IBM intends to sell us its computers at prices below the market price.
2. We would like to know your warranty.
3. We would find it helpful if you told us about your terms of contract not later than the 7th of May.
4. Free Trade Zones are areas which are treated as a foreign territory.
5. Foreign goods can be imported into Free Trade Zones duty free.
6. The advantage of a FTZ is that it provides jobs for native workers.
7. There are seventy nine such zones in the USA alone.

Ex. 4. Прочитайте текст и передайте его содержание по-русски.

FOREIGN TRADE ZONES / FREE TRADE ZONES

Foreign Trade Zones (FTZs) are areas in the country that are treated as foreign territory. Foreign goods can be imported into these areas without payment of duties imposed by the national government. These goods can then be sold and shipped from the FTZ to other countries duty-free. When these goods are shipped into the country to which FTZ belongs, the duty is imposed.

The advantage of FTZ is that it provides jobs for native workers and markets for goods produced in the country. There are now ninety seven such zones in the USA, for example. They are doing more than \$ 7 billion of business and create more than 30 thousand jobs. The most well-known are the Brooklyn Navy Yard (New York), Del Rio (Texas), Port Everglades (Florida), etc. In the Brooklyn Navy Yard over 150 firms do business. Many U.S. workers there repackage goods for shipment to foreign markets. In other cases companies use an FTZ to delay customs duties on goods that are not yet ready for market. For example, a wine company in the New Orleans FTZ is aging its wine for future distribution.

Ex. 5. Выберите наиболее правильный вариант продолжения приведенного ниже предложения.

1. The advantage of a FTZ is that _____.
 - a) the government profits by higher taxes imposed on goods produced there;
 - b) goods can be imported from it into the country duty-free;
 - c) it provides jobs for local workers.

2. Foreign goods can be imported into a FTZ _____.
- a) only under a special permission from the government's Department of Trade;
- b) duty-free;
- c) with small duty.

Ex. 6. Ответьте на вопросы по тексту.

1. What are Free (Foreign) Trade Zones?
2. Do the businessmen pay any duty when they ship goods into a FTZ?
3. What are the terms on which these goods can then be shipped from a FTZ and sold to other countries?
4. When is the duty on goods shipped from the FTZ imposed?
5. What is the major advantage of FTZs?
6. How many FTZs are there in the USA?
7. How much business are they doing?
8. How many jobs are they creating?
9. What are the most well-known FTZs in the USA?
10. What do American workers do in the Brooklyn Navy Yard?
11. What is the wine company in the New Orleans FTZ doing?

UNIT 11. HELPING FOREIGN TRADE

Ex. 1. Active Vocabulary:

institution – организация
policy – политические, организационные меры
to borrow – брать займы
to foster – способствовать
private – частный
to exist – существовать
to reduce – сократить
to employ – нанимать на работу
employer – работодатель
employee – служащий
employment – занятость, обеспеченность работой, работа
unemployment – безработица
to lack – иметь недостаток (в ч.-л.)
(to) loan – ссуда; ссужать

customer – клиент, покупатель, потребитель
loss – потеря
monetary – монетарный, зд. валютный
coverage – покрытие, прикрытие
funds – финансовые средства
member countries (nations) – страны-участницы
source – источник
to remove – передвинуть, убрать
to eliminate – уничтожить
to promote – способствовать, продвигать
customer = consumer = buyer = client
 – покупатель, заказчик, клиент

Ex. 2. Замените слова и словосочетания в приведенном предложении на слова и словосочетания, данные ниже.

The firm can buy insurance to cover political risks.

- | | | |
|------------------|---------------|-----------------|
| 1. coverage; | 2. eliminate; | 3. may; |
| 4. the exporter; | 5. purchase; | 6. credit risk. |

Ex. 3. Дайте как можно больше синонимов следующим словам:

To produce, to buy, to organize, to borrow, customer, goods, area, trade, to hire, fund, monetary, company.

Ex. 4. Прочитайте и переведите текст.

HELPING FOREIGN TRADE

There are some institutions and policies in the world that foster international trade. If these institutions did not exist, many companies would not at all be able to go international. The U.S. government created the Export – Import Bank (Eximbank) in order to reduce unemployment in the country. Eximbank makes loans to U.S. exporters and foreign buyers of U.S. imports if private financing is not available. A firm can also buy insurance from the Foreign Credit Insurance Association (FCIA) to cover political risk (such as expropriation and loss due to war). The exporter can also buy insurance coverage on credit sales to foreign customer.

More known are the International Bank for Reconstruction and Development (World Bank) and the International Monetary Fund (IMF). The former fosters the economic development of member nations by making loans to them. The latter eliminates trade barriers and promotes financial cooperation among member nations. Thus, if firms in Argentina wish to buy from American firms but Argentina lacks American dollars, Argentina can borrow USD from IMF. Then it pays the loan back.

The General Agreement on Tariffs and Trade (GATT) is an international agreement in which member countries agreed to try to reduce trade barriers. Since 1948 GATT has arranged several rounds of negotiations to cut tariffs on thousands of products and to remove many non-tariff barriers to trade (Tokyo Round-1975-1979, Geneva Round-1983).

The International Development Association (IDA) and the International Finance Corporation (IFC) make loans to private businesses if they cannot obtain funds from other sources.

Ex. 5. Выберите наиболее правильный вариант продолжения приведенных ниже предложений.

1. The U.S. government created the Export-Import Bank in order to _____.
 - a) reduce unemployment in the third-world countries;
 - b) cover political risks of home businessmen;
 - c) reduce unemployment in the U.S.A.
2. The General Agreement on Tariffs and Trade is an international agreement in which member countries agreed _____.
 - a) to eliminate foreign trade;
 - b) to try to reduce trade barriers;
 - c) to provide loans to Russian businessmen.

Ex. 6. Ответьте на вопросы по тексту.

1. What can foster international trade?
2. What would happen to many companies if these institutions and policies did not exist?
3. What institution did the U.S. government create in order to reduce unemployment in the country?
4. When does Eximbank make loans to U.S. exporters and foreign buyers?
5. What can a firm buy from FCIA?
6. What sort of a risk does FCIA insurance cover?
7. What can an exporter do if he is not sure of his customer's creditworthiness?
8. What are the World Bank and IMF known for?
9. How can IMF help a foreign firm to buy, say, American products?
10. What was the purpose of GATT?
11. How many rounds of GATT negotiations have there been?
12. How can IDA and IFC help private businesses?

ЧАСТЬ 2

UNIT 12. THE MARKETING MIX. THE FOUR P'S

Ex. 1. Read the text.

THE FOUR P'S

Buying, selling, market research, transportation, storage, advertising – these are all part of the complex area of business known as marketing. In simple terms, marketing means the movement of goods and services from manufacturer to customer in order to satisfy the customer and to achieve the company's objectives. Marketing can be divided into four main elements that are popularly known as the four P's: product, price, placement, and promotion. Each one plays a vital role in the success or failure of the marketing operation.

The product element of marketing refers to the good or service that a company wants to sell. This often involves research and development (R&D) of a new product, research of the potential market, testing of the product to insure quality, and then introduction to the market.

A company next considers the price to charge for its product. There are three pricing options the company may take: above, with, or below the prices that its competitors are charging. For example, if the average price of a pair of women's leather shoes is \$27, a company that charges \$23 has priced below the market; a company that charges \$27 has priced with the market; and a company that charges \$33 has priced above the market. Most companies price with the market and sell their goods or services for average prices established by major producers in the industry. The producers who establish these prices are known as price leaders.

The third element of the marketing process – placement – involves getting the product to the customer. This takes place through the channels of distribution. A common channel of distribution is: manufacturer → wholesaler → retailer → customer.

Wholesalers generally sell large quantities of a product to retailers, and retailers usually sell smaller quantities to customers.

Finally, communication about the product takes place between buyer and seller. This communication between buyer and seller is known as promotion. There are two major ways promotion occurs: through personal selling, as in a department store; and through advertising, as in a newspaper or magazine.

The four elements of marketing – product, price, placement, and promotion – work together to develop a successful marketing operation that satisfies customers and achieves the company's objectives.

Ex. 2. Below is the list of terms that you will find in the text. As you read "The Four P's" see if you understand each term. Use this as a working list and add other terms with which you are unfamiliar.

<i>NOUNS</i>	<i>VERBS</i>	<i>ADJECTIVES</i>	<i>OTHERS</i>
marketing objective element the four P's option competitor price leader channel of distribution wholesaler retailer promotion	to satisfy to achieve to insure to charge to price to take place	complex vital personal	popularity

Ex. 3. Circle the letters of the answers that best complete the sentences below.

1. The four main elements of marketing are popularly known as:
 - a) the movement of goods and services;
 - b) the four P's;
 - c) the four M's;
 - d) buying, selling, market research, and storage.
2. The product element refers to:
 - a) the four P's;
 - b) testing of a product to insure quality;
 - c) the good or service that a company wants to sell;
 - d) getting the product to the customer.
3. Most companies price:
 - a) *with* the market;
 - b) *below* the market;
 - c) *beyond* the market;
 - d) *above* the market.
4. A common channel of distribution is:
 - a) wholesaler → retailer → manufacturer → customer;
 - b) manufacturer → retailer → wholesaler → customer;
 - c) retailer → manufacturer → wholesaler → customer;
 - d) manufacturer → wholesaler → retailer → customer.
5. The two major forms of promotion are:
 - a) radio and television;
 - b) personal selling and advertising;
 - c) personal selling and newspapers;
 - d) selling advertisements.

Ex. 4. Various problems that might occur in the marketing process are listed below. Determine to which of the four P's each problem is most closely related. Mark the appropriate category of product, price, placement, or promotion with an X.

<i>Problems</i>	<i>Product</i>	<i>Price</i>	<i>Placement</i>	<i>Promotion</i>
1. The advertising gives false information.				X
2. The product is dangerous.				
3. The product is not available in enough stores.				
4. The product is too expensive.				
5. A salesclerk is rude to customers.				

6. The product is sold during the wrong season.				
7. The product is of poor quality.				
8. The advertising is offensive.				
9. The price of a product increases faster than the rate of inflation.				
10. The product is not available in your favorite stores.				
Additional problems:				

Ex. 5. Look at the terms in the left-hand column and find the correct synonyms or definitions in the right-hand column. Copy the corresponding letters in the blanks.

- | | |
|--------------------------------------|---|
| 1. _____ insure | a) choice |
| 2. _____ retailer | b) set as a price |
| 3. _____ price with
the market | c) one who sells in small amounts to
customers |
| 4. _____ option | d) please |
| 5. _____ competitor | e) guarantee |
| 6. _____ personal | f) the path goods take when moving
from manufacturer to customer |
| 7. _____ objective | g) private; relating to an individual |
| 8. _____ satisfy | h) accomplish |
| 9. _____ take place | i) to charge an average price |
| 10. _____ channel of
distribution | j) occur; happen |
| 11. _____ charge | k) rival; opponent |
| 12. _____ achieve | l) goal |

UNIT 13. WHAT IS ECONOMICS

Ex. 1. Study the Active Vocabulary:

according (to) – согласно чему-либо, в соответствии с

accounting – бухгалтерский учет

to apply – применять, использовать

basic – главный, основной

choice – выбор

to make a choice – делать выбор

to choose – выбирать

to invest – вкладывать

to perform – выполнять, совершать

to produce – производить

resource – ресурс

rule – правило

scarce – недостаточный, скудный, редкий

skill – умение, мастерство

conclusion – заключение
efficiently – эффективно
to employ – нанимать, использовать
to expand – расширять

tax – налог
tool – инструмент, орудие труда
to use – использовать
use – польза

Ex. 2. Read the international words and guess their meaning. Mind the stress.

'group	'principle	re'source	eco'nomics
'subject	'logical	in'vest	mathe'matics
'reason	'national	pro'duce	occu'pation
'method	'element	spe'cific	indi'vidual
'business	'finally	e'conomist	ana'lytical

Ex. 3. Memorize the following pairs of derivatives.

V → N	N → Adj	Adj → Adv
employ – employment	logic – logical	brief – briefly
invest – investment	economics – economical	common – commonly
govern – government	nation – national	final – finally
expand – expansion	science – scientific	efficient – efficiently
decide – decision	basis – basic	necessary – necessarily
conclude – conclusion	history – historic	extensive – extensively

Ex. 4. Transform as in the models.

Model A: to understand the process → understanding of the process.
To begin college, to teach skills, to make choices, to build a highway.

Model B: rapid expansion → to expand rapidly.
Efficient production, extensive use, brief answer.

Ex. 5. Read the text; translate it into Russian in written form.

WHAT IS ECONOMICS

Unlike history, mathematics, English and chemistry, economics is a subject that most students encounter only briefly sometimes not at all, before they begin college. Economics is a basic discipline, like those just listed, not applied subjects like accounting or drafting in which specific skills are taught.

Economics has some similarities to mathematics because logical reasoning and mathematical tools are used in it extensively. It also has some similarities to history because economics studies people as they interact in social groups.

Like chemistry, economics employs the scientific method, although some of economics has a descriptive rather than an analytical flavour. Finally, like English grammar, economics has a few simple rules and principles, but from these principles economics can derive many conclusions.

Economics is the science of making choices. Individuals must decide whether to study another hour or to go for a walk, whether to buy a six-pack of Pepsi or a 0,5 gallon of milk at the grocery, whether to choose fire fighting or teaching as an occupation and whether to play golf or to watch television for an afternoon of recreation. As a group, people must also choose through their governments whether to build a dam or to repair highways with their taxes, whether to invest money to business or to expand national parks.

The common element in all these decisions is that every choice involves a cost.

In fact, economics is the study of the choice that people make and the actions that they take in order to make the best use of scarce resources in meeting their wants.

Economics is about the everyday life. How do we get our living? Why do we sometimes get more and sometimes less? Are we producing as efficiently as we could? Are we producing the “right things”? What are the “right things”? Who ought to decide this and why? The study of economics helps us to answer this sort of questions.

Ex. 6. Match English and Russian equivalents.

- | | |
|---------------------------------|---|
| 1. an applied subject | a) несколько простых правил |
| 2. specific skill | b) прикладная дисциплина |
| 3. a few simple rules | c) особые умения |
| 4. to derive conclusions | d) предпринимать действия |
| 5. to make a choice | e) использовать интенсивно (что-л.) |
| 6. to take actions | f) удовлетворять потребности (чьи-л.) |
| 7. to meet one's wants | g) делать выводы |
| 8. to use smth. intensively | h) взаимодействовать в социальных группах |
| 9. to interact in social groups | i) делать выбор |

Ex. 7. Choose the right word.

1. Economics is a _____ discipline.
a) basic;
b) natural;
c) social.
2. _____ is an applied subject.
a) History;
b) Accounting;
c) Economics.

3. Mathematical tools are used in economics _____.
 a) briefly;
 b) extensively;
 c) finally.
4. Like English grammar economics has a few _____ and principles.
 a) rules;
 b) graphs;
 c) lines.
5. Every choice involves a _____.
 a) investment;
 b) cost;
 c) time.

Ex. 8. Complete the sentences.

1. Economics is a subject that most students encounter only briefly before they _____.
2. Economics is not an applied subject in which _____.
3. It studies people as they _____.
4. Economics is the science of _____.
5. Every choice involves _____.

Ex. 9. Insert the right word given in the box:

interact, briefly, extensively, make, take, choices, science

1. Logical reasoning and mathematical tools are used in economics _____.
2. Most students encounter economics only _____ before they begin college.
3. Economics studies people as they _____ in social groups.
4. Economics is the _____ of making _____.
5. Economics is the study of the choices that people _____ and the actions that they _____.

Ex. 10. Answer the questions to the text.

1. Do school-leavers know much about economics?
2. Is economics a basic discipline or an applied subject?
3. Economics is the science of making choices, isn't it?
4. Why do people have to make choices very often?
5. What does every choice involve?

UNIT 14. MACROECONOMICS

Ex. 1. Read and learn Active Vocabulary:

to adjust – приспособлять
approximately – приблизительно
to account for – составлять
annual – годовой
deposit – запас, вклад
extensive – экстенсивный
to extend – расширять
enterprise – предприятие
extraction – добыча
to finance – финансировать
financial – финансовый
goods – товары

gross national product (GNP) – валовый национальный продукт
to include – включать
input – ввод, подача
merchant – продавец, торговый
main – основной
to represent – представлять
supply – предложение, поставка
sufficient – достаточный
total – общий
trade – торговля
vehicle – транспортное средство

Ex. 2. Read the international words and guess their meaning.

'nation	'industry	'textiles
'system	'natural	'indicator
e'economy	'tourism	culti'vation
pro'duction	fi'nancial	elec'tronics
in,dustriali'zation	ex'tensive	tra'ditional
term	re'sources	manu'facture
,revo'lution	con'trol	'service

Ex. 3. Memorize the following derivatives:

N → Adj
economy – economic
nation – national
industry – industrial
structure – structural
commerce – commercial
finance – financial

V → N
to employ – employment
to create – creation
to produce – production
to manufacture – manufacturer
to extract – extraction
to relate – relation
to privatize – privatization
to im'port – 'import
to ex'port – 'export
to pre'sent – 'present

Ex. 4. Transform as in the model.

Model 1: to create wealth → creation of wealth.
To extract oil, to employ population, to export goods.

Model 2: level of economics → economic level.

Sectors of business, relations of trade, building of ships, supply of water.

Ex. 5. Read the text; translate into Russian in written form.

ECONOMY OF THE U.K.

A nation's economy is a term for the system that creates wealth through the production and sale of goods and services. England was the first country in the world to experience industrialization. The industrial revolution started in the textile mills of Lancashire in the late 18th century.

Britain's economy power rests on its industries and natural resources. These include the extraction of oil and gas from the North Sea, coal mining, agriculture, textiles, fishing, electronics, tourism, publishing, chemicals and financial service.

As part of the European Union Britain enjoys extensive trading relations with its neighbours across the channel as well as with many countries around the world.

The United Kingdom has an economy based mainly on private enterprises. Since 1980 all of the largest public industries have been privatized. They are no longer controlled by the government. Examples are coal, steel, shipbuilding, civil aviation, electricity, gas and water supplies.

The best indicator of an economy's health is its annual total output of goods and services, which is called the gross national product or, simply, GNP.

Agriculture accounts for about 3 % of the gross national product and employs 2 % of the population. Since Roman times the cultivation of wheat has been the main agricultural activity. Fruit growing in the south and sheep rearing in the north are traditional sources of employment.

Britain has rich mineral deposits: coal, iron and tin. Oil production has allowed Britain to become self-sufficient in petroleum and accounts for over 5 % of Britain's annual GNP.

Manufacturing industries now account for one-fifth of the GNP and employ less than one-third of the work force. Major manufacturing products include metal goods, ships, motor vehicles, petrochemicals, and other chemicals.

Export of goods and services accounts for as much as one-third of the GNP, and the British merchant navy remains one of the largest in the world. The European Union which the United Kingdom joined in 1973 accounts for three-fifths of the country's trade. Exports to the countries of the Commonwealth represent approximately one-tenth of the United Kingdom's total exports and ordinarily exceed imports.

Ex. 6. Match English and Russian equivalents.

- | | |
|------------------------------------|-----------------------------------|
| 1. nation's economy | a) осуществить индустриализацию |
| 2. to create wealth | b) природные ископаемые |
| 3. to experience industrialization | c) добыча нефти |
| 4. sale of goods | d) торговые отношения |
| 5. natural resources | e) народное хозяйство |
| 6. extraction of oil | f) частное предприятие |
| 7. trading relations | g) валовый национальный продукт |
| 8. private enterprise | h) составлять |
| 9. gross national product | i) создавать благосостояние |
| 10. to account for | j) продажа товаров |
| 11. annual total output | k) общий годовой выпуск продукции |

Ex. 7. Choose the right word or the word-combination.

- National economy creates wealth through the production and _____.
a) sales of goods and services;
b) annual total output;
c) traditional sources of employment.
- The United Kingdom has an economy based mainly on _____.
a) private enterprises;
b) state companies;
c) public organizations.
- The test indicator of an economy's health is _____.
a) oil production;
b) the gross national product;
c) export of goods.
- Oil production _____ over 5 % of Britain's annual GNP.
a) exceeds;
b) accounts for;
c) includes.

Ex. 8. Use the words in the sentences of your own.

- to employ, employment, unemployment, unemployed, employer, employee.
- to save, safe, savings, saving.

Ex. 9. Insert the necessary prepositions given in the box:

on, by, of, for, in, to

1. The UK economy is based _____ private enterprises.
2. These companies are no longer controlled _____ the government.
3. The best indicator _____ an economy's health is GNP.
4. Oil production accounts _____ over 5 % of annual GNP.
5. Fruit growing _____ the south and sheep rearing _____ the north are traditional sources of employment.
6. Exports _____ the countries of the Commonwealth ordinarily exceed imports.

Ex. 10. Mark the sentences that are true.

1. Nation's economy is a system that creates wealth through production and sale of goods and services.
2. England was the third country in the world to experience industrialization.
3. The best indicator of an economy's health is its annual total output of goods and services.
4. Manufacturing industries in the U.K. account for one half of the GNP.
5. The British merchant navy remains one of the largest in the world.
6. Exports in the U.K. represent one-tenth of total exports and ordinarily exceed imports.

Ex. 11. Answer the questions to the text.

1. What is a nation's economy?
2. When did the industrial revolution start in the U.K.?
3. What is the GNP?
4. How much do manufacturing industries account for?

Ex. 12. Give a short summary of the text.

UNIT 15. MICROECONOMICS

Ex. 1. Read and learn Active Vocabulary:

advantage – превосходство, пре- имущество	liabilities – пассив, долги, обяза- тельства
<i>ant.</i> disadvantage – невыгодное по- ложение	limited – ограниченный
tax advantage – налоговая скидка	license – разрешение, лицензия
advertising – реклама	loss – потеря, убыток, урон
agreement – соглашение, договор	market – рынок, биржа, торговля
<i>ant.</i> disagreement – несогласие	to negotiate – вести переговоры
authority – управление, власть, ав- торитет	objective – цель
	owner – владелец, собственник
	obtain – получать

to book – заказывать
capital – капитал, фонды, главный, основной
to consist of – состоять из
coowner – совладелец
corporation – объединение, корпорация
to cover – распространяться, уплачивать, покрывать
debt – долг
to deal with – иметь дело с
entity – экономическая единица, объект
experience – опыт
insurance – страхование, страховой полис
joint – совместный, общий
joint venture – совместное предприятие

partnership – партнерство
purpose – цель
proprietorship – единоличное владение, единоличное предприятие
personnel manager – начальник отдела кадров
to raise – повышать
to raise capital – увеличивать капитал, получать деньги
to rent – сдавать, брать в аренду, прокат
to be responsible for – отвечать за
retailing – розничная продажа
retailer – розничный торговец
right – право
stock – запасы, ассортимент, фонд
lack – недостаток, нехватка
liability – ответственность

Ex. 2. Read the international words and guess their meaning.

business	market	bank
firm	product	company
organization	to finance	basic
production	operation	corporation
personal	management	partner
capital	to form	to combine
licence	group	privilege
limited	authority	idea

Ex. 3. Memorize the following pairs of derivatives:

N → Adj	V → N
production – productive	to manage – management
rent – rental	to organize – organization
government – governmental	to engage – engagement
finance – financial	to equip – equipment
response – responsible	to advertise – advertisement

Ex. 4. Give antonyms to the following words:

Output, advantage, employment, increase.

Ex. 5. Read the text; translate it into Russian in written form.

TYPES OF BUSINESS FIRMS

Microeconomics studies particular firms, households, banks etc. Business organizations may be considered as firms or companies.

They produce goods or render services. They also rent or purchase buildings, land, and equipment. They market and advertise their products. They deal with government and courts, as well as with banks, insurance companies.

From the legal point of view there are three basic kinds of business firms: proprietorships, partnerships and corporations. A proprietorship is simply a one owner firm. The proprietor is responsible for all personal and business debts and losses; he provides the capital and executes the total management. To start the business of this kind it is necessary to obtain licenses required by the law.

The proprietorship form has several advantages, such as: simplicity of organization, freedom to make all decisions, tax advantages etc. Among disadvantages the following are worth mentioning: possible lack of ability and experience, difficulty in raising capital.

Partnerships are firms owned jointly by two or more persons who are coowners of business. Partnerships are based on agreement, which should cover all areas of possible disagreement among the partners. Advantages of the partnership may be combined talents, judgments, skills as well as larger capital and tax advantages. Disadvantages of this form are divided authority, danger of disagreement etc.

Corporation is a firm owned by a group of people, called stockholders, and given rights, privileges and liabilities by law. Advantages of the corporation are variety of skills, abilities and ideas, ease of expansion. Disadvantages of this form of ownership may be as follows: government regulation, profit sharing, taxes.

Corporation has the right to conduct business as if it were one person.

Ex. 6. Match English and Russian equivalents.

- | | |
|---|--|
| 1. to purchase stocks | a) нести ответственность за долги и убытки |
| 2. to manage a sales force | b) частное владение |
| 3. proprietorship | c) владелец акций |
| 4. to be responsible for debts and losses | d) покупать акции |
| 5. the only requirement | e) руководить торговым персоналом |
| 6. to have an advantage | f) единственное требование |
| 7. tax advantages | g) налоговые скидки |
| 8. possible lack of experience | h) иметь преимущество |
| 9. stockholder | i) возможный недостаток опыта |

Ex. 7. Choose the right word or word-combination.

1. _____ is simply a one owner firm.
 - a) Partnership;
 - b) Proprietorship;
 - c) Corporation.
2. The proprietor is responsible for all personal and business _____.
 - a) debts and losses;
 - b) banks;
 - c) insurance companies.
3. _____ are firms owned jointly by two or more persons.
 - a) Disadvantages;
 - b) Liabilities;
 - c) Partnerships.
4. _____ is an entity formed and owned by a group of people called stockholders.
 - a) Profit sharing;
 - b) Corporation;
 - c) Tax advantages.
5. _____ of the corporation are variety of skills, abilities and ideas.
 - a) Unlimited liability;
 - b) Advantages;
 - c) Possible lack of ability.

Ex. 8. Complete the sentences.

1. To finance this operation business firms deal with _____.
2. There are three basic kinds of business firms _____.
3. A proprietorship is _____.
4. Among disadvantages of proprietorship the following are worth mentioning _____.
5. Advantages of the partnership may be _____.
6. Disadvantages of corporation may be as follows _____.

Ex. 9. Insert the necessary prepositions given in the box:

by, in, for, upon, with, by, of

1. Business firms are organizations that are engaged _____ production.
2. To finance their operations, business firms deal _____ banks, insurance companies.
3. The proprietor is responsible _____ all personal debts and losses.

4. The owner should obtain a license required _____ the law.
5. Partnerships are based _____ agreement.
6. Corporation is an entity formed and owned _____ a group _____ people.

Ex. 10. Mark the sentences that are true.

1. Business firms market their products, engage in advertising, and manage a sales force.
2. There are three basic kinds of business firms: proprietorships, partnerships and corporations.
3. The proprietorship has several advantages, such as variety of skills, abilities, ease of expansion.
4. Corporations are firms owned jointly by two or more persons who are coowners of business for profit.
5. Partnership is an entity formed and owned by a group of people called stockholders, and given certain rights, privileges and liabilities by law.
6. Disadvantages of corporation are profit, lack of freedom of action, taxes.

Ex. 11. Answer the questions on the text.

1. How many legal forms are available to small firms?
2. What are the legal requirements for starting a business as a proprietorship?
3. What is a partnership agreement? What does it include?
4. What is the corporation?
5. What are the advantages and disadvantages of each type of legal form of small business...?
 - a) proprietorship;
 - b) partnership;
 - c) corporation.

Ex. 12. Give a short summary of the text.

CONCLUSION

Данное учебное пособие содержит минимально необходимый лексический материал, позволяющий обеспечить изучение студентами СПО специальности 080110 – «Банковское дело» дисциплины «Иностранный (английский) язык» и студентами ВПО экономических направлений в рамках требований ФГОС СПО и ФГОС ВПО.

Учебное пособие позволяет осуществить сознательное отношение студента к самому процессу обучения, предполагает речевую активность студента в ходе занятия, предусматривает учет будущей специальности и

профессиональных интересов студента на занятиях по иностранному языку, а также способствует формированию и развитию навыков работы с текстом экономического направления с применением полученных умений и навыков.

Предполагается, что студенты в процессе обучения могут использовать и другой учебный материал, имеющийся в их распоряжении.

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TEXTS FOR ANALYTICAL READING

Text 1: WHAT ECONOMISTS DO

*Topical Vocabulary:***activity** – деятельность**to affect** – воздействовать**definition** – определение**to forecast** – прогнозировать, пред-
видеть**Ph. D.** – Doctor of Philosophy – док-
тор гуманитарных наук**to prepare** – подготавливать, гото-
вить**private** – частный**research** – научное исследование**revenue** – доход**sale** – продажа**service** – обслуживание, услуга**to wear a second hat** – выполнять
две или более обязанностей*Task: read the text; find the answers to the questions given below.*

Usually a person is not qualified to use the name “economist” without a graduate degree in economics, either a master’s degree or a Ph. D. By this definition, there are about 100 000 economists in the US.

About half of them are academic economists, who engage in teaching, writing and doing research in colleges and universities. They also write textbooks and journal articles, develop and test new theoretical models, provide consulting services to governments and businesses, and engage in a variety of other professional activities.

The other half of the profession works for business or government. Business economists forecast sales and costs, help firms anticipate (or try to influence) government policy. Some business economists work for private lobbying organizations, helping them prepare their arguments to try to affect tax laws, regulations, etc. which are important to particular kinds of industries.

Government economists also perform a variety of useful tasks. Often the government economist wears a second hat as a policy analyst. Economists forecast tax revenues and interest rates, analyse who gains and who loses from particular changes, monitor prices, compute total output and perform other useful tasks in the public sector.

In the broader sense, economists study the ways in which people deal with the problems of scarcity.

1. Who is qualified as an “economist” in the United States?
2. How many economists are there in the US?

3. What are academic economists involved in?
4. What do business economists do?
5. What are the tasks performed by government economists?

Text 2: SCARCITY AND CHOICE

Topical Vocabulary:

amount – количество

available – имеющийся в наличии

to depend – зависеть

relatively – относительно

source – источник

value – ценность

want – потребность, нужда

Task: read the text; get ready to render its contents Russian.

You have already learned that economics is the study of how people make choices in a world of scarcity. At all times and in all societies, everyone faces the scarcity problem in some form.

Scarcity is the condition that results from the imbalance between relatively unlimited wants and the relatively limited resources available for satisfying those wants. No society has ever had enough resources to produce the full amount and variety of goods and services its members wanted. Everything of value is scarce – money, goods, time, even human skill – while the desire for goods and services is almost infinite.

Scarcity necessitates choice. If we can't have everything we would like, we must choose which things we want most. Thus, both individuals and societies must continuously make choices about how to use the scarce resources available to them.

At the level of economy as a whole the choices to be made are what to produce, how and for whom. How a society answers these questions depends on the type of economic system a particular society uses.

Actually in every economy societies and individuals have to make these three key choices in the face of scarcity.

Text 3: ECONOMIC SYSTEMS

Topical Vocabulary:

decision – решение

household – домашнее хозяйство, домовладение, семья

incentive – стимул, побуждение

market – рынок

to own – владеть

to provide – обеспечивать, снабжать

Task: read the text and say what categories all economic systems are classified into.

People and societies organize economic life to deal with the basic problems through economic systems. An economic system can be described as the collection of institutions, laws, incentives, activities that govern economic relationships among people in a society and provide a framework for answering the basic economic questions.

Most economic systems use one or more of three basic methods to make economic decisions: tradition command and markets. So economic systems are classified into four broad categories, according to how most economic decisions are made. These are traditional, command, market and mixed economies.

Traditional economies. People generally repeat the decisions made at an earlier time or by an earlier generation. Can just anyone be king or queen of England? Tradition answers that question. In the US, women were strongly directed to certain “traditional” occupations for many years, such as teaching, raising children, nursing and being librarians.

Command economies. They rely almost totally on government to make economic decisions through centralized authorities. The government owns all the major productive resources. The former USSR and some other eastern bloc countries are examples of countries where government decisions were dominant.

Market economies. Most productive resources are owned by private individuals (as households or through business they own). Individuals make economic decisions in response to market signals and on the basis of their own preferences.

Mixed economies. The economic system used in most countries lies between the two extremes of command and market economies. Mixed economies answer the basic economic questions partly through the market and partly through government, with some decisions based on tradition as well.

Text 4: MONEY AND BANKING

Topical Vocabulary:

bank-note – банкнот(а)

coin – монета

to consider – рассматривать

to develop – развивать, разрабатывать

to exceed – превышать

to encourage – вдохновлять

equal – равный

to issue – выпускать

means – средство

to pay – платить

to purchase – покупать

precious – ценный

to store – хранить

store – магазин

surplus – избыток

unit – единица

level – уровень

Task: read the text; find the answers to the questions given below.

Money is important to the operation of the economy at two levels. First, it is the means of financing the purchases of goods and services and of storing values. Second, the quantity of money in the economy helps to determine total spending and the general level of price.

Almost every society now has a money economy based on coins and paper bills. However, this has not always been true. In primitive societies a system of barter was used. Barter was a system of direct exchange of goods. Somebody could exchange a sheep, for example, for anything in the market-place that they considered to be of equal value. Barter, however, was a very unsatisfactory system because people's needs seldom coincided. People needed a more practical system of exchange, and various money systems developed, based on goods such as cattle, grain, shells, salt etc. Precious metals gradually took over, because, when made into coins, they were portable, durable and divisible into larger and smaller units of value.

A coin is a piece of metal, usually disc shaped, which bears lettering, designs or numbers showing its value.

Most governments now issue paper money in the form of bills, which are really "Promises to pay". Paper money or "bank-notes" are easier to handle and much more convenient in the modern world. Checks and credit cards are being used increasingly.

At the end of the UK banking system is the Bank of England, which is also known as the Central Bank. The Bank of England is the Banker's bank. It is also the Government's Bank and holds all surpluses of the various government departments.

1. What is money system of the society based on?
2. What is barter?
3. Why did precious metal take over in the system of exchange?
4. How does a coin look like?
5. What is the Central Bank?

Text 5: THE STOCK EXCHANGE

Topical Vocabulary:

commodity – продукт, товар

demand – спрос

dividend – дивиденд

to exchange – менять

fall – падение

to fail – провалить

to reduce – уменьшать

to refer – относиться

to result in – приводить к

to rise – подниматься

queue – очередь

scale – шкала, масштаб

to increase – увеличивать

item – пункт, вид

to lose – терять

preference – предпочтение

share – доля, акция

shareholder – акционер

stock – фонд, запас

Stock Exchange – фондовая биржа

Task: read the text; get ready to render its content in Russian.

If you are a shareholder and you want to get back the money you have put into a company, you must sell your shares at the Stock Exchange. The Stock Exchange is a place where shares are bought and sold.

The price of shares is controlled by the amount of people willing to pay for them.

If the company is making a profit, other people may want to buy shares in it, so you may be able to sell the shares at a higher price than you paid for them. If you bought 100 shares at £ 1.00 each and you sold them later at £ 1.50 each, you would make £ 50 profit on the 100 shares, as well as keeping any dividend paid during the period when you owned the shares.

But if business is not going well, other people may not be willing to pay as much as £ 1.00 a share. If they think the company may do well in the end, they might pay 80 p. a share. If the business is really failing no one will buy the shares at all and you risk losing all your money.

The first Stock Exchange was established in 1773 in London. It was the biggest in the world until 1914. Now it is the third to Tokyo and New York. The building as it stands today dates from 1969.

Text 6: SUPPLY AND DEMAND

Task: read the text and state the relationship between supply, demand and price.

Supply is a relationship between quantity and price. Supply is defined as the different quantities of a resource, goods, or service that will be offered for sale at various possible prices during a specific time period. Generally, the higher the price of something, the more of it will be offered for sale and vice versa.

Demand is, too, a relationship between quantity and price. Demand is defined as the different quantities of a resource, goods, or service that will be purchased at various possible prices during a specific time period. Generally, the lower the price of something, the more of it will be purchased – and vice versa.

The interaction of supply and demand determines the prices and the quantities that will “clear” competitive markets. Changes in one market will affect relative price ratios and cause changes in other markets as well.

The forces of supply and demand work most effectively in markets with a large number of sellers and buyers, each with reasonably accurate information,

who are competing to sell or buy a relatively homogeneous product. In markets that do not possess all of these characteristics, the forces of supply and demand are modified by the structures that prevail in those markets.

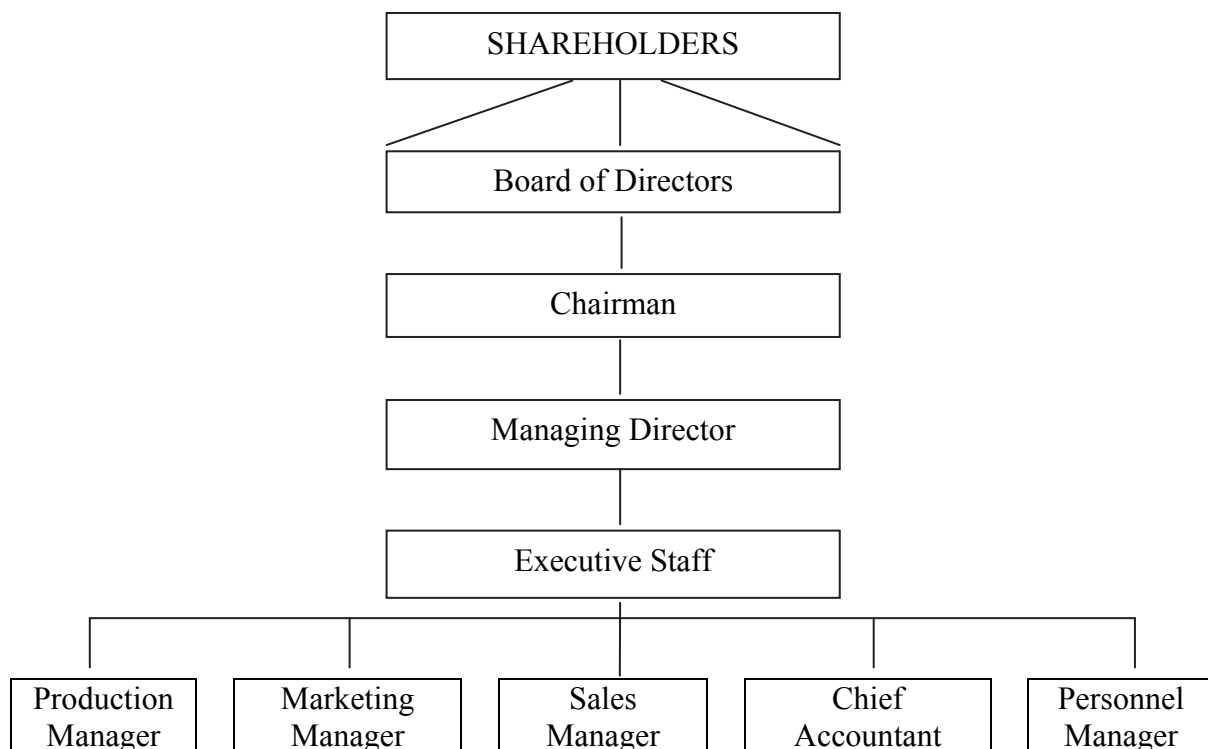
Text 7: THE FUNCTIONAL ORGANIZATION OF THE COMPANY

Topical Vocabulary:

board of directors – совет директоров	to manage – управлять
chief accountant – главный бухгалтер	management – управление
to deliver – доставлять	executive – руководитель, специа-
offer – предложение	лист

Task: using the diagram explain the functional structure of a company (in Russian).

Larger companies often raise money by selling shares in the business. The people who buy the shares become shareholders. A company is owned by the shareholders who elect a Board of Directors at a general meeting.



The Board is responsible for the general policy of the company, formulating plans to achieve objectives. To some extent the company's success and the morale of its workers is dependent on the leadership of the Board of Directors.

The Board chooses a Chairman, who may chair meetings of the Board and deliver the annual report. To ensure that the Board has knowledge of the com-

pany's operations when reaching its decisions there must be executive directors, usually the managing director and the managers of the most important departments.

The managing director sees how the decisions of the Board of Directors are carried out. Moreover he plays a key role in coordinating the work and views of the departmental managers.

Under the managing director there is a horizontal organization of department heads: Production Manager, Marketing Manager, Sales Manager, Chief Accountant, and Personnel Manager.

Text 8: SET-UP OF BRITISH COMPANIES

Topical Vocabulary:

bond – облигация

to decrease – уменьшать, сокращать

decrease – уменьшение

to establish – установить, создавать, основывать

family-run business – семейный бизнес

for sale – на продажу

to hold – владеть, быть владельцем

to issue shares and bonds – выпускать акции и облигации

public (plc) – открытая или публичная акционерная компания

shortened – сокращенный

Task: read the text; find the answers to the questions given below.

Most of the British companies are private. The number of state owned companies as telecommunications, water, and gas has decreased lately.

Companies in the private sector consist of two basic types: public and private. Public companies in general are large-scale organizations such as banks, insurance companies and privatized companies. The number of public companies is fewer than that of private companies. Private companies on the whole are smaller or family-run business.

The difference between public and private firms on paper at least, can be found in their names. The word "limited" (often shortened to "Ltd") after a company's name shows that it is private. On the other hand, the status of a public company is shown by the letters "plc" after its name. This is short for "public limited company". In practice, however, the real difference between the two arises from the fact that private companies cannot raise money by selling shares to the public, in contrast to public companies which can do so by issuing shares and bonds to be offered for sale on the Stock Exchange.

1. What are the two types of British private companies?
2. What is the difference between public and private firms on paper?
3. What companies cannot sell shares at the Stock Exchange?

Text 9: HENRY FORD AS A MARKETING EXECUTIVE

Topical Vocabulary:

to bother – беспокоиться, волноваться	expensive – дорогой
to consider – рассматривать	<i>ant.</i> inexpensive – дешевый
to determine – определять	to force – заставлять
	to satisfy needs – удовлетворять запросы

Task: read the text and say how Henry Ford managed to reduce the price of his cars.

A statement by Henry Ford illustrates the importance of satisfying customers' needs: "Our policy is to reduce the price, extend the operations and improve the product. You will notice that the reduction of price comes first. We have never considered any costs as fixed.

Therefore we first reduce the price to the point where we believe more sales will result. Then we go ahead and try to make the prices. We do not bother about the costs. The new price forces the costs down. The more usual way is to take costs and then determine the price and although that method may be scientific in the narrow sense, it is not scientific in the broad sense. I can explain why. The cost is worth knowing if it tells you that you cannot manufacture at a price at which the product cannot be sold. One may calculate what a cost is and of course, all our costs are carefully calculated, but no one knows what a cost ought to be".

Although Henry Ford was known as a great production genius, he was also a very good marketing executive. Ford realized that what the US wanted in the early 1900s was inexpensive automobile transportation. His procedure was first to determine the price the market was willing to pay for a car and then to design a car that could be manufactured at that price. During this period the price of his car fell from \$ 850 to \$ 263.

If Ford had used old methods for price calculation he wouldn't have gained such a success.

ВЫПОЛНЕНИЕ И ОФОРМЛЕНИЕ КОНТРОЛЬНЫХ РАБОТ

1. Студент должен выполнять контрольные работы по английскому языку в соответствии с учебным планом вуза. Контрольные работы 1 – 4 выполняются студентами, которые обучаются по образовательной программе СПО. Контрольные работы 5 – 8 предлагаются для выполнения студентами, обучающимся по образовательной программе ВПО.

2. Письменные контрольные работы следует выполнять в отдельной тетради. На тетради должны быть написаны: фамилия, инициалы, шифр, адрес студента, а также номер контрольной работы.

3. Иностраный текст каждого задания нужно переписывать на левой странице тетради, а на правой странице давать его русский перевод. Каждый абзац текста должен начинаться с новой строки. Каждое новое задание следует начинать с новой страницы.

4. Выполненные контрольные работы направляются в университет в установленные сроки для проверки и рецензирования.

5. Если контрольная работа выполнена не в соответствии с указаниями или не полностью, она возвращается студенту без проверки.

**ИСПРАВЛЕНИЕ КОНТРОЛЬНОЙ РАБОТЫ
НА ОСНОВЕ РЕЦЕНЗИЙ**

1. При получении проверенной рецензентом (преподавателем) контрольной работы следует внимательно прочитать рецензию, ознакомиться с замечаниями рецензента и проанализировать отмеченные в работе ошибки.

2. Руководствуясь указаниями рецензента, следует повторить не достаточно усвоенный материал, т.е. перечитать тексты, повторить правила, исправить ошибки в переводе и упражнениях. Все предложения, в которых были обнаружены орфографические и грамматические ошибки или неточности, надо исправить и переписать в конце проверенной контрольной работы.

3. Если рецензент потребует переделать в работе тот или иной раздел или вновь выполнить задание, необходимо сделать это и без задержки отдать на рецензию переделанную или вновь выполненную работу. Следует приложить работу, исправленную рецензентом. Контрольные работы следует отправлять по адресу: 681013, г. Комсомольск-на-Амуре, пр. Ленина, 27, КнАГТУ, аудитория 302В-1.

КОНСУЛЬТАЦИИ

Консультации проводятся по графику. Перед консультацией следует подготовить перечень вопросов, вызвавших затруднение во время выпол-

нения контрольной работы.

Следует сообщать обо всех затруднениях, возникших при самостоятельном изучении английского языка и при выполнении контрольных работ, а именно:

- а) какие предложения в тексте вызывают затруднения при переводе;
- б) какой раздел грамматики не понятен, какие правила, пояснения, формулировки не ясны;
- в) какие упражнения и что именно в них представляется затруднительным.

ПОДГОТОВКА К ЗАЧЕТАМ И ЭКЗАМЕНУ

В процессе подготовки к зачетам и экзамену рекомендуется:

- а) повторить пройденный грамматический материал;
- б) просмотреть материал рецензированных контрольных работ;
- в) сделать выборочно отдельные упражнения из материалов пройденных уроков для самопроверки и самоконтроля;
- г) повторить материал устных упражнений.

ТРЕБОВАНИЯ К ЗАЧЕТУ И ЭКЗАМЕНУ

К устному **зачету** по английскому языку допускаются студенты, выполнившие все устные и письменные работы, получившие зачет по контрольным работам.

Для получения зачета студент должен:

- а) уметь правильно читать и понимать без словаря учебные тексты, изученные в течение данного периода обучения, а также тексты выполненных контрольных работ;
- б) уметь перевести со словарем текст объемом 1500 печатных знаков за 1 ч 20 мин письменно;
- в) прочесть текст объемом 1800 печатных знаков за 10 мин и передать содержание прочитанного на русском языке;
- г) уметь вести беседу по одной из изученных устных тем.

К **экзамену** по английскому языку допускаются студенты, сдавшие зачеты по самостоятельной работе за все предшествующие экзамену семестры.

Для сдачи экзамена студент должен:

- а) уметь вести беседу по одной из изученных устных тем;
- б) уметь перевести со словарем профессионально-ориентированный текст объемом 1500 печатных знаков за 1 ч 20 мин письменно;
- в) прочесть профессионально-ориентированный текст объемом 1800 печатных знаков за 10 мин и передать содержание прочитанного на русском языке.

КОНТРОЛЬНАЯ РАБОТА 1

Для того чтобы выполнить данную контрольную работу, необходимо усвоить следующий грамматический материал:

1. Имя существительное: образование множественного числа; исчисляемые и неисчисляемые существительные (приложение 4; 1. Имя существительное, табл. 1.1).
2. Имя прилагательное: способы образования степеней сравнения (приложение 4; 2. Имя прилагательное, табл. 2.1).
3. Неопределенные местоимения *some, any, no* и их производные (приложение 4; 3. Местоимение, табл. 3.1).
4. Значения и употребление слов *many, few, a few, much, little, a little*.
5. Модальные глаголы (приложение 4; 7. Модальные глаголы, табл. 7.1).
6. Формы глагола *to be* (приложение 4; 6. Глагол *to be*, табл. 6.1).
7. Видовременные формы глаголов в активном залоге (*Active Voice*) (приложение 4; 5. Глагол, табл. 5.1).
8. Типы вопросительных предложений (приложение 4, табл. 5.3).

Задание 1. Образуйте форму множественного числа от следующих имен существительных:

Fox, knife, boy, city, name, mouse, leaf, roof, child, glass, piano, father, sheep, tomato, hat, man, house, brother-in-law, tooth, hospital, town, week.

Задание 2. Распределите имена существительные по двум группам: исчисляемые и неисчисляемые.

Snow, mistake, salt, water, friend, house, meat, jam, furniture, glass, money, book, advice, room, ball.

Задание 3. Заполните пропуски производными словами.

1. Have you got _____ friends in Moscow?
 - a) some;
 - b) any;
 - c) anything;
 - d) something.
2. There are _____ on the table. – Where are they? I can't find them.
 - a) some;
 - b) something;
 - c) no;
 - d) any.

3. There are _____ in the vase. They are beautiful.
 a) no;
 b) any;
 c) some;
 d) anything.
4. The question is so difficult that _____ can answer it.
 a) somebody;
 b) nobody;
 c) anybody;
 d) no.
5. Give me _____ to eat.
 a) anything;
 b) something;
 c) some;
 d) any.

Задание 4. В правой колонке найди слова, соответствующие подчеркнутым словам в русских предложениях.

- | | |
|--|-------------|
| 1. В стакане есть <u>немного</u> молока. | 1. much |
| 2. В тетради <u>мало</u> чистых страниц. | 2. many |
| 3. У него есть <u>много</u> английских книг. | 3. little |
| 4. У них здесь очень <u>мало</u> друзей. | 4. few |
| 5. У меня <u>мало</u> денег. | 5. a little |
| 6. Я провожу <u>много</u> времени в библиотеке. | 6. a few |
| 7. В этом тексте есть <u>несколько</u> новых слов. | |

Задание 5. Раскройте скобки, выбрав правильную форму имени прилагательного.

1. He is as (clever) as his father.
 a) cleverest;
 b) clever;
 c) cleverer.
2. John is (good) student in his group.
 a) goodest;
 b) better;
 c) the best.
3. This picture is (beautiful) than that one.
 a) more beautiful;
 b) beautifuler;
 c) the most beautiful.

4. Mary's answer is (bad) than John's.

- a) the worst;
- b) bad;
- c) worse.

5. She is (pretty) girl of all.

- a) prettyest;
- b) the prettiest;
- c) prettier.

Задание 6. Заполните пропуски соответствующим модальным глаголом.

1. _____ you play football? – Yes, I am good at football.

- a) can;
- b) may;
- c) must.

2. You _____ take this book if you like it.

- a) must;
- b) may;
- c) have.

3. _____ I speak to the secretary? – I'm afraid not. She is out.

- a) may;
- b) must;
- c) can.

4. "You _____ not come late", said Mother to her son.

- a) need;
- b) must;
- c) have.

5. You _____ not come early, John will help me.

- a) need;
- b) must;
- c) can.

Задание 7. Заполните пропуски соответствующей формой глагола 'to be'.

1. Where _____ your brother? – He _____ ill today.

2. There _____ many guests at the party yesterday.

3. I have a friend. He _____ from America.

4. My father _____ in Moscow last week.

5. There _____ a chair and two armchairs in the room.

6. The weather _____ fine tomorrow.
7. I _____ a student. You _____ a manager.

Задание 8. Заполните пропуски, выбрав соответствующую видо-временную форму глагола в активном залоге.

1. I _____ my friend this week.
a) saw;
b) see;
c) have seen;
d) has seen.
2. We usually _____ texts at the lesson.
a) read and translated;
b) are reading and translating;
c) have read and have translated;
d) read and translate.
3. Look! The children _____ in the garden now.
a) is playing;
b) play;
c) are playing;
d) played.
4. The Browns _____ to the theatre last week.
a) went;
b) go;
c) are going;
d) had gone.
5. When the manager came the workers _____ already _____ their work.
a) were _____ doing;
b) have _____ done;
c) will _____ do;
d) had _____ done.
6. Yesterday at 5 o'clock I _____ an English lesson.
a) had;
b) was having;
c) shall have;
d) have.
7. There _____ a great holiday tomorrow.
a) shall be;
b) was;
c) is;
d) will be.

8. He _____ in England three years ago.
a) is;
b) will be;
c) was;
d) were.
9. I _____ you the book tomorrow.
a) bring;
b) brought;
c) will bring;
d) have brought.
10. Bob _____ morning exercises every day.
a) did;
b) do;
c) will do;
d) does.

Задание 9. Задайте к подчеркнутым словам вопросительные предложения.

1. Mary always helps her mother about the house.
2. Mrs. Brown bought a wonderful hat yesterday.
3. Jack will be swimming in the pool at 11 o'clock tomorrow.
4. Children must do homework every day.
5. The children are in the room.

Задание 10. Переведите следующие предложения на русский язык.

1. It is very cold today.
2. It was warm yesterday.
3. There are a lot of interesting books in the library.
4. I have many problems. I am very busy today.
5. Bob has passed three exams this year.
6. The workers built three new houses last week.
7. The workers have built three new houses this year.
8. The workers are building a new house now.
9. When the director came the workers had already finished to build the house.
10. Mr. Brown was watching TV from 5 till 7 o'clock yesterday.
11. Have you cooked dinner yet?
12. I have not meet Peter this week.

КОНТРОЛЬНАЯ РАБОТА 2

Для того чтобы выполнить данную контрольную работу необходимо усвоить следующий грамматический материал:

1. Видовременные формы глагола в активном и пассивном залогах (*Active and Passive Voices*) (приложение 4; 5. Глагол, табл. 5.1 и 5.2).

2. Неличные формы глагола: причастие (*the Participle*), инфинитив (*the Infinitive*) и герундий (*the Gerund*) (приложение 4; 8. Инфинитив, 9. Причастие, 10. Герундий).

Задание 1. Заполните пропуски соответствующей формой инфинитива или видовременной формой глагола в активном или пассивном залоге.

1. This problem _____ about yesterday.
a) spoke;
b) was spoken;
c) is spoken.
2. The telegram _____ before they ring him up.
a) will have been delivered;
b) will be delivered;
c) was delivered.
3. I thought the article _____.
a) is translated;
b) had been translated;
c) had translated.
4. I was sure that they _____ this work.
a) would be given;
b) will be given;
c) would given.
5. I think the game _____ very interesting.
a) were;
b) is;
c) shall be.
6. He said that our prices _____ too high.
a) was;
b) were;
c) are.
7. He _____ the company for three years.
a) is being run;

- b) has been running;
c) was running.
8. We _____ this product for three years.
a) have been developing;
b) has developed;
c) are developing.
9. I have decided _____ smoking.
a) stop;
b) stopping;
c) to stop.
10. The smell of the roses makes me _____ of you.
a) to think;
b) think;
c) thinking.

Задание 2. К подчеркнутым причастным и герундиальным конструкциям подберите соответствующий перевод.

1. Having finished the translation she typed it.
a) заканчивая;
b) закончив;
c) законченный.
2. The problem being discussed now is very important.
a) обсуждая;
b) обсудив;
c) обсуждаемая.
3. Oleg's refusing our help is regrettable.
a) То, что Олег отказался;
b) То, что Олег отказывается;
c) То, что Олегу отказали.
4. He apologized to the teacher for not having done his lessons.
a) за то, что не сделал;
b) за то, что не будет делать;
c) за то, что не делал.
5. Having been signed by both sides the treaty came into force soon.
a) подписавший;
b) подписанный;
c) подписав.

Задание 3. Подберите к английским предложениям с неличными формами глагола соответствующий им русский перевод.

1. They should tell us about it.
 - a) Они должны были бы сказать нам об этом.
 - b) Они должны сказать нам об этом.
 - c) Им, должно быть, сказали об этом.
2. He is said to be writing his course paper.
 - a) Он говорит, что пишет курсовую работу.
 - b) Говорят, что он пишет курсовую работу.
 - c) Говорят, что он написал курсовую работу.
3. I don't like being asked such questions.
 - a) Я не люблю задавать такие вопросы.
 - b) Я не люблю, когда мне задают такие вопросы.
 - c) Я не любил, когда мне задавали такие вопросы.
4. The teacher was surprised at your having made so many mistakes.
 - a) Учитель удивился, что вы делаете так много ошибок.
 - b) Учитель удивился, что было сделано так много ошибок.
 - c) Учитель удивился, что вы сделали так много ошибок.
5. Given the book only yesterday he was not able to read it.
 - a) Так как ему дали книгу только вчера, он не смог прочитать ее.
 - b) Так как он вчера отдал книгу, он не смог прочитать ее.
 - c) Отдав вчера книгу, он не смог прочитать ее.

Задание 4. Подберите к подчеркнутым русским словам соответствующий перевод с инфинитивными и причастными формами.

1. You do not seem иметь good knowledge of English.
 - a) to have had;
 - b) to be having;
 - c) to have.
2. He waited for the paper опубликовать.
 - a) to publish;
 - b) published;
 - c) to be published.
3. Потеряв the key I couldn't enter the room.
 - a) losing;
 - b) being lost;
 - c) having lost.

4. The letter отправленное today will be received in two days.

- a) sending;
- b) being sent;
- c) having sent.

5. Let the students собраться in the hall.

- a) to have been gathered;
- b) to gather;
- c) to be gathering.

Задание 5. Выберите соответствующий перевод сказуемого в пассивном залоге.

1. Три новые пьесы были поставлены в этом театре в прошлом году.

- a) are staged;
- b) had staged;
- c) were staged;
- d) are being staged.

2. Эта пьеса будет поставлена к Новому году.

- a) will be staged;
- b) is being staged;
- c) will have been staged;
- d) had been staged.

3. Много фильмов будет показано в следующем месяце.

- a) will show;
- b) will be shown;
- c) will have been shown;
- d) will have shown.

4. Этот фильм показали в этом году.

- a) had shown;
- b) has been shown;
- c) is shown;
- d) was shown.

5. Новые фильмы показывают по телевизору каждый день.

- a) are being shown;
- b) have been shown;
- c) show;
- d) are shown.

Задание 6. Переведите следующие предложения на русский язык.

1. My friend is likely to come today.

2. I was happy to have been offered this job.

3. We know him to be a good man.
4. She felt somebody look at her.
5. With the experiment having been carried out, they started new investigations.
6. It being warm, we went for a walk.
7. We read the article written in English.
8. I remember the document having been signed by both parties.
9. I insist on the decision being taken immediately.
10. After discussing the problem they adopted a resolution.
11. He kept on asking her about the details.
12. He is fond of collecting stamps.

КОНТРОЛЬНАЯ РАБОТА 3

Для того чтобы выполнить данную контрольную работу, необходимо усвоить следующий грамматический материал:

1. Словообразование: основные словообразовательные суффиксы.
2. Видовременные формы глагола активного залога (*Active Voice*) (приложение 4, табл. 5.1).
3. Согласование времен.
4. Неопределенные местоимения *some, any, no* и их производные (приложение 4, табл. 3.2).
5. Употребление местоимений *it* и *one*.
6. Усилительная конструкция *it is ... that*.
7. Модальные глаголы и эквиваленты (приложение 4, табл. 7.1).

Задание 1. Прочитайте текст и письменно ответьте на вопросы, следующие за ним.

THE ROLE OF THE PRODUCTION OF MATERIAL VALUES

1. Man's conscious labour and his first tools marked the beginning of the establishment of human society. Human beings embarked upon an entirely new way of life, unlike the life led by animals. Animals can only make use of those benefits which nature provides for them. Labour freed man from this complete dependence upon nature.

2. With the aid of his new tools man was able to get benefits from nature that were formerly inaccessible to him. He was also able to change these natural benefits and to make them more useful to himself. Tools of stone and wood made it possible for primitive man to considerably extend his use of material values.

3. Man began to kill large, strong animals and thus added quantities of nourishing meat products to his diet. He learned to work the skins of animals

and used them to protect his body from the cold. Man also used his tools to build shelters. It was the production of material values that became the basis of life in human society.

4. As production developed man increased his active influence on nature. He found that he could fulfill his needs more readily through the material values he himself created.

5. The production of material values is not stationary; it grows, develops and is perfected constantly. Mankind must constantly produce material values in ever-increasing quantities in order to exist.

6. The development of production is an objective necessity, independent of the will and desire of people. It is a law of social existence.

benefit – польза, выгода;

establishment – установление;

value – ценность.

1. What marked the beginning of the establishment of human society?
2. Why do people produce material values in ever-increasing quantities?
3. Is the development of production an objective necessity for people?

Задание 2. Письменно переведите 2, 3 и 4-й абзацы текста.

Задание 3. Образуйте производные при помощи указанных суффиксов и переведите их на русский язык.

-er: to lead, to produce, to buy, to sell;

-tion: to consume, to define, to instruct, to connect;

-ful: care, fruit, power, success;

-al: education, culture, practice, universe;

-less: job, help, use, hope.

Задание 4. Определите видовременные формы глаголов в следующих предложениях. Предложения переведите.

1. People *produce* goods and services.
2. The government *has set* a limit on wage increases.
3. The volume of world trade *fell* over 4 per cent in 1975, but it was rising again fast in 1976.
4. World trade *is growing* very rapidly.
5. The health of the world economy *will depend* greatly on international organizations.

Задание 5. Поставьте сказуемое придаточного предложения в нужную видовременную форму, учитывая правила согласования времен. Предложения переведите.

1. Macroeconomists predicted that inflation (*will get better, would get better*).
2. The early economists believed that the price of commodity (*will be depended, would be depended*) on the labour which was needed to produce it.
3. The OPEC group showed how quickly the balance of economic power (*had changed, changed*) by the end of the last decade.

Задание 6. Выберите нужные местоимения из данных в скобках. Предложения переведите.

1. Graphs help economists understand and remember (*some, any*) abstract ideas.
2. There is (*no, any*) simple answer to most economic questions.
3. (*Nothing, anything*) that alters prices has an influence on our lives.
4. After the Second World War the amount of currency that (*anybody, any*) person could purchase in the UK was limited.
5. (*Some, no*) country can become a member of the Sterling Area without the consent of the others.

Задание 7. Переведите предложения, обращая внимание на различные значения слов 'it', 'one'.

1. *It* is necessary to make choices because we live in a world of scarcity.
2. As Britain was the first big trading country, *it* established a network of trading relationship all over the world.
3. *It* is technological improvements that increase the productivity of labour very often.
4. *One* always faces the scarcity problem in some form.
5. All societies must decide what goods and services to produce, which *ones* to postpone, and when and how to transfer productive resources from *one* use to another.

Задание 8. Переведите предложения, содержащие модальные глаголы и их эквиваленты.

1. Complete economic freedom *might* create great difficulties.
2. All countries *can* make profits through international trade.
3. In order to increase productivity the producers *should* reorganize the work process.
4. Some industries *have to* pay higher wages to attract the extra labour.
5. Any economic system *must* use one or more decision-making rules or methods.

КОНТРОЛЬНАЯ РАБОТА 4

Для того чтобы выполнить данную контрольную работу, необходимо усвоить следующий грамматический материал:

1. Словообразование: основные словообразовательные суффиксы.
2. Видовременные формы глагола активного залога (*Active Voice*) (приложение 4, табл. 5.1).
3. Согласование времен.
4. Неопределенные местоимения *some, any, no* и их производные (приложение 4, табл. 3.2).
5. Употребление местоимений *it* и *one*.
6. Усилительная конструкция *it is ... that*.
7. Модальные глаголы и эквиваленты (приложение 4, табл. 7.1).

Задание 1. Прочитайте текст и письменно ответьте на вопросы, следующие за ним.

DAVID RICARDO AND THE THEORY OF COMPARATIVE ADVANTAGE

1. David Ricardo, the greatest of the classical economists, was born in 1772. His father, a Jewish immigrant, was a member of the London Stock Exchange. Ricardo entered his father's business at the age of 14. In 1793 he married and went into business of his own. The young Ricardo quickly made a large fortune.

2. In 1799 Ricardo read Adam Smith's "The Wealth of Nations" and developed an interest in political economy (an economics was then called). In 1809 his first writings on economics appeared. These were a series of newspaper articles on "The High Price of Billion". In 1814 he retired from business to devote all his time to political economy.

3. Ricardo's major work was "Principles of Political Economy and Taxation". This work contains, among other things, a pioneering statement of the principle of comparative advantage as applied to international trade.

4. Ricardo showed why it was beneficial for both countries, for England to export wool to Portugal and import wine in return, even though both products could be produced with less labour in Portugal.

5. The book covers the whole field of economics as it then existed. Ricardo held that the economy was growing toward a future "steady state".

6. Ricardo's book was extremely influential. For more than half a century thereafter, much of economics was an expansion of or a commentary on Ricardo's work. Although Karl Marx eventually reached conclusions that differed radically from any of Ricardo's views, his starting point was Ricardo's theory of value and method of analyzing economic growth.

beneficial – выгодный, полезный;

taxation – налогообложение;

wealth – богатство.

1. What was David Ricardo?
2. To what did he devote himself after retiring from business?
3. Ricardo's works influenced the most famous economist Karl Marx, didn't they?

Задание 2. Перепишите и письменно переведите 3, 4, 5-й абзацы текста.

Задание 3. Образуйте производные при помощи указанных суффиксов и переведите их на русский язык.

-ity: national, major, possible;

-ment: to develop, to establish, to agree, to move;

-ship: owner, member, dictator, partner;

-able: profit, change, reason, value;

-ly: near, independent, heavy, general.

Задание 4. Определите видовременные формы глаголов в следующих предложениях. Предложения переведите.

1. Transport system *provides* the public with important services.
2. The international economy *has experienced* a basic change lately.
3. After economic integration *had grown*, more and more nations *became* economically powerful.
4. The population of most developing nations *is growing* rapidly.
5. There *will be* a great rise in the demand for coffee.

Задание 5. Поставьте сказуемое придаточного предложения в нужную видовременную форму, учитывая правила согласования времен. Предложения переведите.

1. Economists understood that inflation (*have caused, had caused*) many economic problems by the end of the previous year.
2. Some specialists feared that they (*would not provide, will not provide*) a stable monetary system in future.
3. The people in the industrial countries knew that at that time they (*had depended, have depended*) heavily on imported oil.

Задание 6. Выберите нужные местоимения из данных в скобках. Предложения переведите.

1. All societies develop (*no, some*) rules for social behavior and economic activity.
2. There is (*no, nothing*) limit to people's wants.
3. In economics "the long run" is the time period in which (*nothing, anything*) can be changed.
4. Price changes of (*anything, any*) kind create uncertainty in the minds of both consumers and producers.
5. (*Nobody, Anybody*) can overestimate the value of skilled labour.

Задание 7. Переведите предложения, обращая внимание на различные значения слов 'it', 'one'.

1. *It* is clear to everyone that the development of new technologies is important.
2. *It* is scarcity of productive resources that makes choices necessary.
3. *One* major goal of many societies is economic freedom.
4. *One* should remember that low fields are better for potatoes, and the high *ones* are better for wheat.
5. People in a rich country are healthier than those in a poor *one*.

Задание 8. Переведите предложения, содержащие модальные глаголы и их эквиваленты.

1. For every buyer there *has to* be a seller.
2. Economic anarchy *may* cause instability.
3. The society *is to* decide how to divide the total output among its members.
4. Many people have ideas of what products others need or *might* want, but few people *can* organize a business.
5. The economist's methods *should* be strictly objective and scientific.

КОНТРОЛЬНАЯ РАБОТА 5

Для того чтобы выполнить данную контрольную работу, необходимо усвоить следующий грамматический материал:

1. Видовременные формы глагола в пассивном залоге (*Passive Voice*) (приложение 4, табл. 5.1 и 5.2).
2. Неличные формы глагола: инфинитив, причастие, герундий (*the Infinitive, the Participle, the Gerund*) (приложение 4; 8. Инфинитив, 9. Причастие, 10. Герундий).

Задание 1. Прочитайте текст и письменно ответьте на вопросы, следующие за ним.

UNEMPLOYMENT

1. We say that unemployment exists where people capable and willing to work are unable to find suitable paid employment. But where an economy is adapting to changing conditions, there will always be some persons unemployed as they change jobs or as seasonal work comes to an end.

2. Unemployment may occur for many different reasons. There will always be some people changing jobs. In certain occupations, e.g. unskilled labour in the construction industry, workers are not employed regularly by one employer. When a contract is completed labour is not required. Occasionally workers are discharged when a factory is being reorganized.

3. Unemployed workers usually register at the local employment exchange from which employers can hire them. The unemployed are paid certain benefits.

4. Employment in some industries, e.g. building, fruit picking is seasonal in character. Seasonal employment can be reduced out of “season” and admit such persons as students and housewives during the busy period. Sometimes there are unemployed workers of a particular occupation in one part of the country but a shortage of the same type of work in other parts. Thus, today there is a surplus of unskilled and manual labourers in the north of England, whereas firms in the London area have vacancies unfilled. Two main reasons can be suggested for this type of unemployment – ignorance of opportunities, and immobility of labour.

5. Workers may be in “between jobs”. Some of them are looking for better jobs, others are seeking better salaries. Young people search for their first jobs. This is called frictional unemployment. This type is usually short-term and regarded as inevitable.

6. Unemployment may also be caused by important changes in the structure of consumer demand and in technology. As a result some workers find that their skills and experience are unwanted by these changes. This type of employment is more long-term and regarded as more serious. It is known as structural unemployment.

7. The full-employment or natural rate of unemployment ranges between 5 and 6 percent.

to seek – искать;

frictional unemployment – фрикционная безработица;

inevitable – неизбежный;

structural unemployment – структурная безработица.

1. What types of unemployment can we distinguish?
2. Why is frictional unemployment regarded as inevitable?
3. What causes structural unemployment?
4. What is the national rate of unemployment?

Задание 2. Письменно переведите 2, 5, 6-й абзацы текста.

Задание 3. Используйте глаголы в нужной видовременной форме. Предложения переведите.

1. An individual who (*to be*) currently unemployed and (*to look for*) work is counted as unemployed.
2. The total number of unemployed (*to divide*) by the number of persons in the labour force. The result (*to multiply*) by 100 and (*to call*) the unemployment rate.
3. Unemployment (*to peak*) last year and since then (*to go*) down.
4. The IMF (International Monetary Fund) (*to carry out*) a study last year.
5. In this study they (*to project*) a decline in GNP in most countries.
6. He (*to be*) out of work for three months.

Задание 4. Выпишите из 2, 3, 6-го абзацев предложения с глаголами в пассивном залоге. Определите видовременную форму глаголов. Предложения переведите.

Задание 5. Преобразуйте предложения из пассивного залога в активный. Предложения переведите.

1. The rate of unemployment *was decreased* by 0.3 %.
2. Full employment does not mean that everyone *is employed*.
3. Some unemployment *is regarded as* normal.
4. The Financial Times *has always been used* by business circles for stock exchange data.
5. Structural unemployment *was caused* by important changes in the structure of consumer demand.

Задание 6. Подчеркните инфинитив, определив его форму и функцию. Предложения переведите.

1. The owner of the firm does not like to be deprived of his rights.
2. The sales manager is unhappy to have failed the sales.
3. Their income is not raising enough to keep up with the cost of living.
4. One of the best ways to get a feeling for economics is to examine some problems in the field.
5. To disprove this let's review the unemployment rate.

Задание 7. Выпишите из текста слова с суффиксом ‘-ing’. Определите, какой частью речи они являются. Полученные слова переведите.

Задание 8. Преобразуйте предложения, употребляя причастия в функции определения или обстоятельства. Предложения переведите.

1. As he received his salary, he deposited half of it on his saving account.
2. While she was in the process of changing jobs, she was seeking reemployment.
3. In the society there are always some young people who search for their first job.
4. As structural unemployment is the long term it is regarded as more serious.

Задание 9. Подчеркните герундий, определив его форму и функцию. Предложения переведите.

1. I didn't think the business was worth investing.
2. The manager went on collecting data on international trade.
3. This proprietor succeeds in making profits.
4. It is impossible to succeed in business without advertising its products and services.
5. He insisted on the contract being signed immediately.

КОНТРОЛЬНАЯ РАБОТА 6

Для того чтобы выполнить данную контрольную работу, необходимо усвоить следующий грамматический материал:

1. Видовременные формы глагола в пассивном залоге (*Passive Voice*) (приложение 4, табл. 5.2).
2. Неличные формы глагола: инфинитив, причастие, герундий (*the Infinitive, the Participle, the Gerund*) (приложение 4; 8. Инфинитив, 9. Причастие, 10. Герундий).

Задание 1. Прочитайте текст и письменно ответьте на вопросы, следующие за ним.

INFLATION

1. Prices of nearly all goods and services have moved in recent history. Inflation is the process of rising prices or, what is the same thing – a fall in the value of money. Each of us is becoming adjusted to inflation.

2. At the beginning a rising price level may not be considered dangerous. It improves the climate for investment, reduces payments of the National Debt.

3. The problem, however, is that when the rise in prices starts, it is difficult to stop it. Gradually the rate of inflation increases, it may lead to hyperinflation.

4. Inflation reduces the standard of living of persons dependent on fixed incomes, as pensioners. But on the other hand, it is easier to pay debts. Not all the prices are rising. Even during rather rapid inflation some prices may be constant and others even fall.

5. Inflation may occur for many different reasons. Traditionally changes in the price level have been explained by an excess of total demand. The essence of this kind of inflation may be expressed in the phrase “too much money chasing too few goods”.

6. In this case we see long queues of shoppers to make purchases. Stocks of goods available are less than the quantity of goods that the consumers are willing to buy. Besides, there are some black markets in which people buy things at prices much higher than they should be.

7. There are other factors causing inflation. There were some periods in our recent economic history when the price level rose despite low demand. Sometimes the cost of goods rises and this results in the rise of prices, or inflation. In this case the cost makes the price level higher.

8. Inflation can create serious difficulties for a country dependent on international trade, as Britain has discovered over the past thirty years. When the level of internal prices rises in comparison with prices of foreign traders, imports increase. Moreover, exports are discouraged.

Thus, it is important that the control of inflation should be given priority in government policy.

1. What is inflation?
2. Does inflation mean that all prices are necessarily rising?
3. What are the reasons for inflation?
4. How does inflation influence the country dependent on international trade?

Задание 2. Письменно переведите 1, 4, 6, 7-й абзацы текста.

Задание 3. Употребите глаголы в нужной видовойременной форме. Предложения переведите.

1. Inflation (*to increase*) steadily this year.
2. She (*to be*) with the company since it began.
3. Traditionally, changes in the price level (*to explain*) by an excess of total demand.
4. We (*to study*) the effect of the rise in the dollar's value at the moment.
5. Considerable efforts (*to make*) now to solve economical problems.

Задание 4. Выпишите из 4 и 7-го абзацев предложения с глаголами в пассивном залоге. Определите видовременную форму глаголов. Предложения переведите.

Задание 5. Преобразуйте предложения из пассивного залога в активный. Предложения переведите.

1. Inflation *is considered* as a fact of economic instability.
2. Rise of prices *was caused* by the cost rise.
3. All the resources *are* already *employed*.
4. The reasons for inflation *have been explained*.
5. Inflation *was caused* by the excess of demand.

Задание 6. Подчеркните инфинитив, определив его форму и функцию. Предложения переведите.

1. Supply of goods is not enough to meet the demand requirements.
2. One of the best ways to know the problem is to examine it from different points of view.
3. To decrease prices you should reduce the cost of the product.
4. The aim of macroeconomics is to study the economy in general.

Задание 7. Выпишите из текста слова с суффиксом '-ing'. Определите, какой частью речи они являются. Полученные слова переведите.

Задание 8. Преобразуйте предложения, употребляя причастия в функции определения или обстоятельства. Предложения переведите.

1. As they reduced the cost of the product, they managed to decrease the price of it.
2. Inflation is a general level of prices which rise.
3. Management is a part of many processes which determine the outlook of the world.
4. When the company used new equipment it could raise its output.

Задание 9. Подчеркните герундий, определив его форму и функцию. Предложения переведите.

1. I don't think this product is worth advertising.
2. The owner went on reducing per unit production cost.
3. This businessman succeeds in increasing his investments.
4. His having failed to manage the company surprised everybody.
5. He insisted on the decision being taken immediately.

КОНТРОЛЬНАЯ РАБОТА 7

Для того чтобы правильно выполнить данную контрольную работу, необходимо усвоить следующий грамматический материал:

1. Неличные формы глагола и конструкции с ними (*Subjective-with-the-Infinitive Construction, Objective-with-the-Infinitive Construction, For-to-Infinitive Construction, Participial Constructions*) (приложение 4; 8. Инфинитив, 9. Причастие).

2. Сослагательное наклонение. Типы условных предложений (приложение 4; 13. Условные предложения).

3. Видовременные формы глаголов активного и пассивного залогов (*Active and Passive Voices*) (приложение 4, табл. 5.1 и 5.2).

4. Типы придаточных предложений. Союзное и бессоюзное подчинение (приложение 4; 12. Придаточные предложения).

Задание 1. Прочитайте текст и письменно ответьте на вопросы, следующие за ним.

RETAILING

1. The retailer performs the last stage of the production process for it is he who puts the goods in the hands of the actual customers. His work is “to have the right goods in the right place at the right time”.

2. There are four types of retail institutions: specialty stores, supermarkets, general merchandise stores, nonstore retailing.

3. Often speciality stores sell one type of product, such as clothing, jewelry, furniture, books. These stores having a better feeling of their market, they compete against giant department stores. They can adjust more quickly to market conditions.

4. Big supermarkets are usually well located. All the goods are arranged on trays and shelves. All the prices are clearly marked. The goods are ready-weighted and beautifully packed. There you can find everything you need. The prices are reasonable.

5. General merchandise stores (GMS) carry a wide variety of products. There are three types of GMS: department stores, discount stores, hypermarkets. Big department stores started in America more than 50 years ago, and then the idea was brought to European countries. These stores are wonderful places. People can do their entire shopping under one roof. All the things for sale are displayed so that they can be easily seen, and the customers walk around and choose what they want.

6. The store is divided into departments: women’s clothes, men’s clothes, shoes, toys, sports goods, china and glass etc. There may be a restaurant with an orchestra and sometimes a tea-room as well. You will also find a room where

you can rest if you are tired. There's an office where you can book seats for the theatre or arrange to travel anywhere in the world.

7. Low price is the major attraction of the discount stores. These stores sell the most popular items, colors and sizes. The stores keep long hours and usually open on Sundays. Hypermarket is a type of discount store that was developed in Germany. They are very large stores with low-price and high-turnover products. Hypermarkets achieve cost savings by simplifying their unpacking and display.

8. There are three major types of nonstore retailing: vending machines, door-to-door sales, and catalogue sales.

catalogue sales – продажа с помощью каталогов;

department store – универмаг;

discount store – розничный магазин, торгующий по сниженным ценам;

door-to-door sales – продажа через торговых агентов на дому;

general merchandise store – магазин со смешанным товаром;

hypermarket – гигантский супермаркет, торговый центр;

nonstore retailing – продажа помимо магазина;

self-service – самообслуживание;

specialty store – специализированный магазин розничной торговли;

supermarket – супермаркет, универсам, магазин с самообслуживанием покупателей;

turnover – оборот, товарооборот;

vending machine – торговый автомат.

1. What are the types of retail institutions?

2. What are the advantages of specialty stores?

3. What do supermarkets sell?

4. What are the three major types of nonstore retailing?

Задание 2. Письменно переведите 1, 2, 4, 6-й абзацы текста.

Задание 3. Выпишите из 2-го абзаца текста предложения с независимым причастным оборотом.

Задание 4. Раскройте скобки, употребив глаголы в нужной видо-временной форме. Предложения переведите.

1. A marketing program (*to design*) to appeal to most buyers.

2. Over \$5 thousand (*to spend*) on marketing last month.

3. In the nearest future ecological factors (*to include*) in the indicators of a company's performance.

4. The contract (*to sign*) but the work (*not to begin*) yet.

5. The project (*to discuss*) by the Board of Directors now.

Задание 5. Переведите предложения, содержащие причастные и инфинитивные конструкции.

1. Advertising serving an important function for business, it is sometimes called “the engine of prosperity”.
2. Having increased production they expected better results.
3. The types of nonstore retailing are considered to be vending machines, door-to-door sales and catalogue sales.
4. The manufacturer managed to improve the quality, the cost remaining the same.
5. It is important for customers to perceive their prices as competitive.

Задание 6. Раскройте скобки, употребив нужную форму глагола в придаточных условных предложениях. Предложения переведите.

1. If you (*to attend*) all the classes, you will pass your exam.
2. He wouldn't have been successful businessman if he (*not to be*) a very good manager.
3. If they (*to sign*) the contract last month, the goods would have been delivered now.
4. If I (*to be*) you, I would take this course.

Задание 7. Определите тип подчинения в следующих предложениях. В бессоюзных предложениях отметьте, где может находиться опущенный союз. Предложения переведите.

1. According to the statement you sent me last month, there is \$200 to pay.
2. When your manager came to see me last August, he told me I would be able to collect the money from my customers.
3. I know he is a good accountant.

КОНТРОЛЬНАЯ РАБОТА 8

Для того чтобы правильно выполнить данную контрольную работу, необходимо усвоить следующий грамматический материал:

1. Неличные формы глагола и конструкции с ними (*Subjective-with-the-Infinitive Construction, Objective-with-the-Infinitive Construction, For-to-Infinitive Construction, Participial Constructions*) (приложение 4; 8. Инфинитив, 9. Причастие).

2. Сослагательное наклонение. Типы условных предложений (приложение 4; 13. Условные предложения).

3. Видовременные формы глаголов активного и пассивного залогов (*Active and Passive Voices*) (приложение 4, табл. 5.1 и 5.2).

4. Типы придаточных предложений. Союзное и бессоюзное подчинение (приложение 4; 12. Придаточные предложения).

Задание 1. Прочитайте текст и письменно ответьте на вопросы, следующие за ним.

WHOLESALING

1. Wholesalers are the institutions which stand between the manufacturer and the retailer. The wholesaler buys goods in bulk from producers and sells them in small quantities to retailers. In doing so he helps the production process. If you had an intention to be a successful manufacturer, you would make high quality products at a reasonable price for selected markets. If you intended to be a wholesaler, you would learn how to serve the market.

2. Wholesaler economizes the distribution. The most important function of a wholesaler is to contact manufacturers and potential customers. Thus in Fig. 1 nine contacts and deliveries are necessary if three firms supply directly three retailers, where as in Fig. 2 each producer deals only with a wholesaler, reducing the total number of transactions to six.

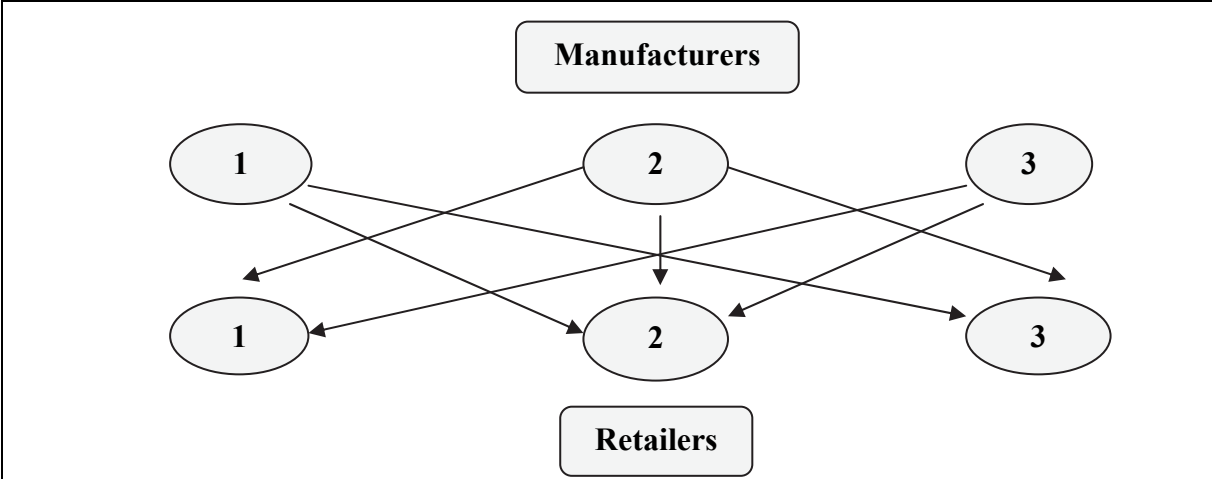


Fig. 1. Without a wholesaler

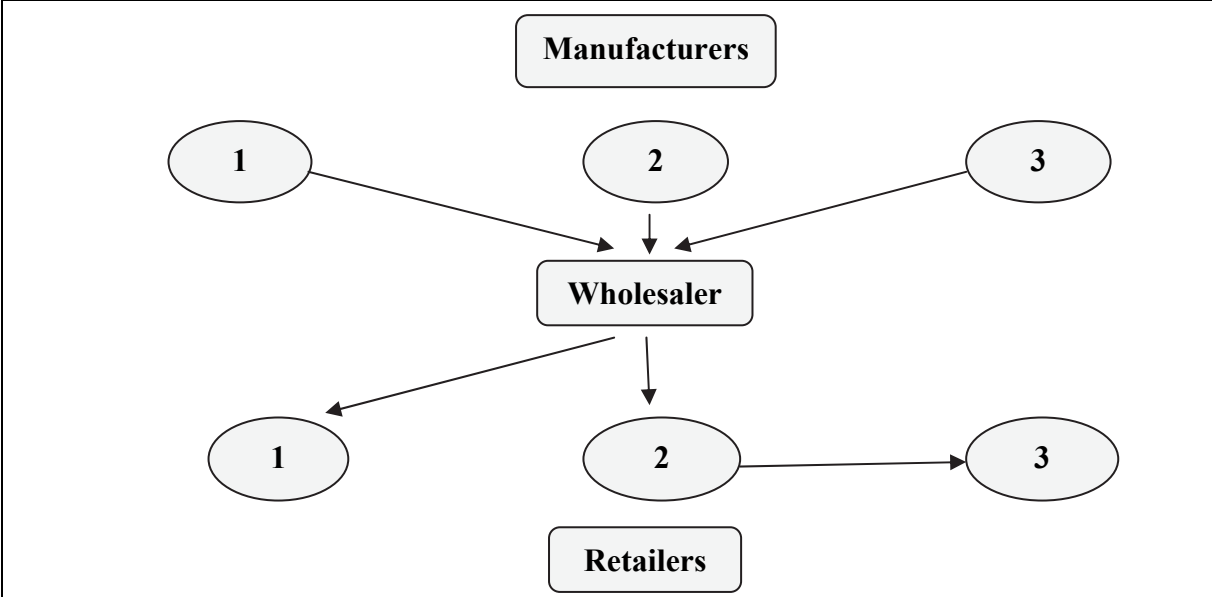


Fig. 2. With a wholesaler

3. Wholesalers are used for information and advice. Suggestions which customers make to the retailer are passed to the wholesaler who conveys them to the manufacturer. Thus the latter can improve his product.

4. The wholesaler keeps stocks. Shoppers like to obtain goods immediately. This requires stocks. Often, however, neither the producer nor the retailer has extensive storage facilities and responsibility falls on the wholesaler.

5. Moreover he arranges imports from abroad. Foreign manufacturers can rarely bother to ship small parcels to individual retailers abroad. They prefer to deal with a wholesaler, an import merchant with established trade connections.

6. Wholesalers may be classified into three groups: manufacturer – owned operations, merchant wholesalers and merchandise agents and brokers. Manufacturers can establish their own wholesaling office or branch, the latter providing more services to its customers. Depending on the industry or geographical location merchant wholesalers are called distributors, jobbers, or dealers. Among merchandise agents there are selling agents, brokers, commission agents and action companies. They are all compensated by either a commission or a brokerage fee.

jobber – человек, работающий сдельно, оптовый торговец;

merchant-wholesaler – оптовик;

merchandise agent – торговый агент;

retailer – розничный торговец;

wholesaling – оптовая продажа.

1. What is a wholesaler?
2. What role does the wholesaler play in the economy?
3. Would it be better without wholesalers? Explain.
4. What is the most important function of a wholesaler?

Задание 2. Перепишите и письменно переведите 1, 4 и 5-й абзацы текста.

Задание 3. Выпишите из 6-го абзаца текста предложение с независимым причастным оборотом, из 1-го абзаца – с зависимым придаточным оборотом. Предложения переведите.

Задание 4. Раскройте скобки, употребив глагол в нужной видо-временной форме. Предложения переведите.

1. Considerable efforts (*to make*) now to solve economic problems.
2. A marketing program (*to design*) to appeal to most buyers.
3. After all the problems (*to solve*) the company signed the contract.
4. A new hotel (*to build*) here by an American company next year.
5. Our research (*to carry out*) last year, but I still (*not to see*) the results.

Задание 5. Переведите предложения, содержащие причастные и инфинитивные конструкции.

1. Wholesalers are known to reduce the number of contacts between producers and customers.
2. The objective of a market survey is to determine sales volume.
3. Wholesaling performs many functions, contacting product customer and stimulating demand being the most important ones.
4. Doubling of the advertising budget should lead to sales increase.
5. It is important for the country to increase GNP.

Задание 6. Раскройте скобки, употребив нужную форму глагола в придаточных условных предложениях. Предложения переведите.

1. If the project (*to fall*) we'll lose a lot of money.
2. If you (*to lose*) money last year, we would have started a new project.
3. If I (*to be*) wholesaler, I would start with arranging contacts between manufacturers and retailers.
4. If you (*to put*) money in stocks, you would get some profit.

Задание 7. Определите тип подчинения в следующих предложениях. В бессоюзных предложениях отметьте, где может находиться опущенный союз. Предложения переведите.

1. The majority of small firms concentrate on selling products, although some firms provide service.
2. It was not the first time the competitor tried to overcome them.
3. If you consider sales in credit you should review the advantages of this policy.
4. He said he would arrange the retailing.

GRAMMAR REFERENCE

1. Имя существительное (The Noun)

Множественное число имени существительного образуется путем добавления окончаний *-s*, *-es* к основе слова: *plane – planes, facility – facilities*.

Притяжательный падеж образуется путем добавления *'s* к основе слова: *airport's facilities* и может переводиться на русский язык двумя способами: *оснащение аэропорта* или *аэропортовое оснащение*.

Таблица 1.1

Образование множественного числа существительных

Правила	Примеры
1. Существительные образуют множественное число прибавлением окончания <i>-s</i> к форме единственного числа	scientist – scientists, day – days, radio – radios, science – sciences
2. Существительные, оканчивающиеся на свистящий или шипящий звук, принимают окончание <i>-es</i>	class – classes, box – boxes, match – matches
3. В существительных, оканчивающихся на <i>-y</i> с предшествующей согласной, <i>y</i> переходит в <i>i</i> и прибавляется окончание <i>-es</i>	city – cities, library – libraries
4. Существительные, оканчивающиеся на <i>-o</i> с предшествующей согласной, принимают окончание <i>-es</i>	negro – negroes, tomato – tomatoes
5. В существительных, оканчивающихся на <i>-f</i> или <i>-fe</i> , <i>f</i> обычно переходит в <i>v</i> и прибавляется окончание <i>-es</i>	leaf – leaves, life – lives, <i>no</i> roof – roofs
6. Существительные, заимствованные из греческого и латинского языков, сохранили форму множественного числа этих языков	basis – bases, crisis – crises, datum – data, phenomenon – phenomena
7. Некоторые существительные латинского происхождения имеют две формы множественного числа	medium – media – mediums, memorandum – memoranda – memorandums
8. Несколько существительных сохранили древнюю форму образования множественного числа и являются исключениями	man – men, child – children, woman – women, tooth – teeth, foot – feet
9. Сложные имена существительные образуют множественное число путем добавления окончания к основному слову	sister-in-law – sisters-in-law, editor-in-chief – editors-in-chief, carpet-sweeper – carpet-sweepers

Таблица 1.2

Сравнение падежных отношений в русском и английском языках

Падеж	В русском языке	В английском языке	Собственное лексическое значение предлогов
И.п.	(кто? что?) <i>друг</i>	Нет предлога. Место – перед сказуемым.	–
Р.п.	(кого? чего?) <i>друга</i>	<i>of</i> The book of friend.	<i>of</i> – из one of them – один из них; is made of glass – сделан из стекла
Д.п.	(кому? чему?) <i>другу</i>	<i>to</i> I often write to my friend.	<i>to</i> – указывает направление to the plant – на завод; to Moscow – в Москву
В.п.	(кого? что?) <i>друга</i>	Нет предлога. Место – после сказуемого.	–
Т.п.	(кем? чем?) <i>другом</i>	<i>by</i> The work is done by my friend. <i>with</i> (с неодушевленными предметами) I write with a pen.	<i>by</i> – у, к, посредством by the window – у окна; by summer – к лету; by radio – посредством (но) радио <i>with</i> – с with my friend – с моим другом
П.п.	(о ком? о чем?) <i>о друге</i>	<i>about</i> – о, <i>of</i> – о I often think about (of) my friend.	<i>about</i> – около, приблизительно About 45 students are present at the lecture. – На лекции присутствует около 45 студентов.

2. Имя прилагательное (The Adjective)

Прилагательное – часть речи, выражающая качество или свойство предмета (явления, лица). В английском языке прилагательные не изменяются ни по числам, ни по падежам, ни по родам и переводятся в соответствии с родом, числом и падежом существительного, к которому относятся: **a young man** – молодой человек, **a young woman** – молодая женщина, **young people** – молодые люди. Порядок образования наречий представлен в табл. 2.2.

Таблица 2.1

Степени сравнения прилагательных

Исходная форма	Сравнительная степень	Превосходная степень
1	2	3
<i>Односложные прилагательные</i>		
big young	bigger younger	the biggest the youngest
<i>Многосложные прилагательные</i>		
interesting beautiful	more interesting more beautiful	the most interesting the most beautiful

Продолжение табл. 2.1

1	2	3
<i>Исключения</i>		
good/well bad many/much little old far	better worse more less older / elder farther / further	the best the worst the most the least the oldest / the eldest the farthest / the furthest

Таблица 2.2

Образование наречий

Прилагательные	Наречия без суффикса	Наречия с суффиксом
long – длинный, долгий very – самый, тот самый only – единственный far – далекий direct – прямой ready – готовый large – большой real – настоящий hard – трудный high – высокий wide – широкий near – близкий late – поздний close – близкий	long – давно very – очень only – только far – далеко; namного real – настоящий hard – упорно high – высоко wide – широко near – близко late – поздно close – близко, рядом	directly – сразу, непосредственно readily – быстро, легко largely – в основном, очень, главным образом really – действительно hardly – едва highly – весьма, очень, чрезвычайно widely – очень, значительно nearly – почти lately – за последнее время, недавно closely – тщательно, тесно, внимательно

5. Местоимение (The Pronoun)

Местоимение – это часть речи, которая употребляется вместо имени существительного или прилагательного. Местоимения делятся на личные, притяжательные и возвратно-усилительные.

Таблица 3.1

Образование местоимений

Личные		Притяжательные			Возвратно-усилительные
И.п. (кто? Что?)	Объектный падеж (кому? Кого?)	Простая форма (чей?)	Перевод	Абсолютная форма (чей?)	
I	me <i>мне, меня</i>	my	<i>мой</i>	mine	myself
you	you <i>тебе, тебя</i>	your	<i>твой</i>	yours	yourself
he	him <i>ему, его</i>	his	<i>его</i>	his	himself

Продолжение табл. 3.1

Личные		Притяжательные			Возвратно-усилительные
И.п. (кто? Что?)	Объектный падеж (кому? Кого?)	Простая форма (чей?)	Перевод	Абсолютная форма (чей?)	
she	her <i>ей, её</i>	her	<i>её</i>	hers	herself
it	it <i>ему, его, ей, её</i>	its	<i>его, её</i>	its	itself
we	us <i>нам, нас</i>	our	<i>наш</i>	ours	ourselves
you	you <i>вам, вас</i>	your	<i>ваш</i>	yours	yourselves
they	them <i>им, их</i>	their	<i>их</i>	theirs	themselves

Таблица 3.2

Образование производных слов

Местоимения	+ thing	+ body + one	+ where	Употребление
some <i>некоторый</i> <i>какой-то</i> <i>какой-нибудь</i>	something <i>что-то</i> <i>что-нибудь</i>	somebody someone <i>кто-то</i> <i>кто-нибудь</i>	somewhere <i>где-то, куда-то</i> <i>куда-нибудь</i> <i>где-нибудь</i>	в утверд. Предложении
any <i>всякий</i> <i>любой</i>	anything <i>всё</i>	anybody anyone <i>всякий, все</i>	anywhere <i>езде</i> <i>повсюду</i>	в утверд. Предложении
not any = no <i>никакой</i>	not ... anything = nothing <i>ничто</i> <i>ничего</i>	not ... anybody = nobody no one, none <i>никто</i>	not ... anywhere = nowhere <i>нигде</i> <i>никуда</i>	в отриц. Предложении
any? <i>Какой-нибудь?</i>	Anything? <i>Что-то?</i> <i>Что-нибудь?</i>	Anybody? <i>Кто-то?</i> <i>Кто-нибудь?</i>	Anywhere? <i>Где-то?</i> <i>Куда-то?</i> <i>Где-нибудь?</i> <i>Куда-нибудь?</i>	В вопрос. Предложении
every <i>каждый</i> <i>всякий</i>	everything <i>всё</i>	everybody everyone <i>все</i>	everywhere <i>езде</i> <i>повсюду</i>	во всех предложениях

6. Числительное (The Numeral)

Числительные обозначают количество или порядок предметов и делятся на количественные и порядковые (табл. 4.1).

Таблица 4.1

Образование числительных

Числительные			
Количественные			Порядковые
1 – 12	13 – 19 (-teen)	20 – 90 (-ty)	
1 – one			1 – the first (1 st)
2 – two		20 – twenty	2 – the second (2 nd)

Продолжение табл. 4.1

3 – three	13 – thirteen	30 – thirty	3 – the third (3 rd)
4 – four	14 – fourteen	40 – forty	4 – the fourth (4 th)
5 – five	15 – fifteen	50 – fifty	5 – the fifth (5 th)
6 – six	16 – sixteen	60 – sixty	13 – the thirteenth (13 th)
7 – seven	17 – seventeen	70 – seventy	15 – the fifteenth (15 th)
8 – eight	18 – eighteen	80 – eighty	20 – the twentieth (20 th)
9 – nine	19 – nineteen	90 – ninety	21 – the twenty-first (21 st)
10 – ten			30 – the thirtieth (30 th)
11 – eleven			40 – the fortieth (40 th)
12 – twelve			100 – the hundredth (100 th)
100 – hundred	1 000 000 – million		
1000 – thousand	1 000 000 000 – billion		

5. Глагол (The Verb)

Глаголы в английском языке имеют категории залога и времени.

Залог.

1. в **активном залоге** подлежащее само выполняет действие: *The general director **controls** the entire airport operations.* – Генеральный директор **управляет** всей деятельностью аэропорта.

2. в **пассивном залоге** действие совершается над подлежащим: *Airport operations management **is divided** by three channels.* – Деятельность администрации аэропорта **делится** по трем направлениям.

Время. В английском языке имеются четыре группы глагольных времён: **Simple, Continuous, Perfect, Perfect Continuous.**

По своему значению и функции в предложении глаголы делятся на **смысловые, вспомогательные и модальные.**

1. смысловые глаголы имеют самостоятельное значение и в предложении являются сказуемым (в таблицах обозначаются знаком *V* от английского слова ‘verb’ – глагол);

2. вспомогательные глаголы (**to be, to do, to have, shall, will**) служат для образования сложных глагольных форм, не имеют самостоятельного значения и на русский язык не переводятся.

*Students **don't study** German, they **study** English.* – Студенты **не изучают** немецкий язык, они **изучают** английский.

В нижеприведенных табл. 5.1, 5.2 дана краткая характеристика образования, употребления и перевода на русский язык каждой видовременной и залоговой формы глагола.

Таблица 5.1

Времена активного залога (Active Voice Tenses)

to ask – asked – asked (спрашивать) to take – took – taken (брать)

Группа	Present	Past	Future	Временные указатели
Indefinite	do (does), V1(s) <i>ask(s)</i> <i>take(s)</i> <i>спрашивает</i> <i>берёт</i>	did, V2(ed) <i>asked</i> <i>took</i> <i>спрашивал</i> <i>брал</i>	will + V1 <i>will ask</i> <i>will take</i> <i>спросит</i> <i>возьмёт</i>	usually, ago, seldom, every day, today, always, yesterday, tomorrow
Continuous	am + V(ing) is + V(ing) are + V(ing) <i>am asking</i> <i>is taking</i> <i>are asking</i> <i>спрашивает</i> <i>берёт</i>	was + V(ing) were + V(ing) <i>was asking</i> <i>were taking</i> <i>спрашивал</i> <i>брал</i>	will be + V(ing) <i>will be asking</i> <i>will be taking</i> <i>будет спрашивать</i> <i>будет брать</i>	during, now, at this moment, at present, for, from 5 to 7
Perfect	have + V3(ed) has + V3(ed) <i>have asked</i> <i>has taken</i> <i>спросил</i> <i>взял</i>	had + V3(ed) <i>had asked</i> <i>had taken</i> <i>спросил</i> <i>взял</i>	will have + V3(ed) <i>will have asked</i> <i>will have taken</i> <i>спросит</i> <i>возьмёт</i>	ever, never, just, already, yet, lately, since, when he came
Perfect Continuous	have been + V(ing) has been + V(ing) <i>have been asking</i> <i>has been taking</i> <i>спрашивает</i> <i>берёт</i>	had been + V(ing) <i>had been asking</i> <i>had been taking</i> <i>спрашивал</i> <i>брал</i>	will have been + V(ing) <i>will have been asking</i> <i>will have been taking</i> <i>будет спрашивать</i> <i>будет брать</i>	by the time, since morning, for 3 hours, since he came

Таблица 5.2

Времена пассивного залога (Passive Voice Tenses)

to ask – asked – asked (спрашивать) to take – took – taken (брать)

Группа	Present	Past	Future
Indefinite	am + V3(ed) are + V3(ed) is + V3(ed) The student <i>is asked</i> . Студента <i>спрашивают</i> . The books <i>are taken</i> . Книги <i>берут(ся)</i> .	was + V3(ed) were + V3(ed) The student <i>was asked</i> . Студента <i>спросили</i> . The books <i>were taken</i> . Книги <i>были взяты</i> .	will be + V3(ed) The student <i>will be asked</i> . Студента <i>спросят</i> . The books <i>will be taken</i> . Книги <i>возьмут</i> .
Continuous	am being + V3(ed) are being + V3(ed) is being + V3(ed) The student <i>is being asked</i> . Студента <i>спрашивают</i> . The books <i>are being taken</i> . Книги <i>берут(ся)</i> .	was being + V3(ed) were being + V3(ed) The student <i>was being asked</i> . Студента <i>спрашивали</i> . The books <i>were being taken</i> . Книги <i>брали</i> .	–
Perfect	have been + V3(ed) has been + V3(ed) The student <i>has been asked</i> . Студента <i>спросили</i> . The books <i>have been taken</i> . Книги <i>взяли</i> .	had been + V3(ed) The student <i>had been asked</i> . Студент <i>был спрошен</i> . The books <i>had been taken</i> . Книги <i>были взяты</i> .	will have been + V3(ed) The student <i>will have been asked</i> . Студента <i>спросят</i> . The books <i>will have been taken</i> . Книги <i>возьмут</i> .

Таблица 5.3

Порядок слов в вопросительном предложении

	Пример
1	The chief engineer took part in the testing last month.
2	The chief engineer took part in the testing last month, didn't he ?
3	Who took part in the testing last month?
4	What engineer took part in the testing last month?
5	Did the chief engineer take part in the testing last month?
6	Did the chief engineer take part in the testing or in the party last month?
7	What did the chief engineer take part ----- last month in?
8	When did the chief engineer take part in the testing ----- ?
	1 – повествовательное предложение; 2 – разделительный вопрос; 3 – вопрос к подлежащему; 4 – вопрос к определению подлежащего; 5 – общий вопрос; 6 – альтернативный вопрос; 7 – специальный вопрос (к обстоятельству места); 8 – специальный вопрос (к обстоятельству времени)

В табл. 5.4 представлен список трех форм неправильных глаголов, наиболее употребляемых в речи.

Таблица 5.4

Список неправильных глаголов

Infinitive	Past Indefinite	Participle II	Перевод
1	2	3	4
to be	was, were	been	быть
to become	became	become	становиться
to begin	began	begun	начинать(ся)
to blow	blew	blown	дуть
to break	broke	broken	ломать, разбивать
to bring	brought	brought	приносить
to broadcast	broadcast; -ed	broadcast; -ed	передавать по радио
to build	built	built	строить
to buy	bought	bought	покупать
to choose	chose	chosen	выбирать
to come	came	come	приходить, приезжать
to cost	cost	cost	стоить
to cut	cut	cut	резать
to deal (with)	dealt (with)	dealt (with)	иметь дело с
to do	did	done	делать
to draw	drew	drawn	рисовать, чертить
to drink	drank	drunk	пить
to drive	drove	driven	везти, управлять
to eat	ate	eaten	есть (принимать пищу)
to fall	fell	fallen	падать
to feel	felt	felt	чувствовать
to find	found	found	находить
to fly	flew	flown	летать
to foresee	foresaw	foreseen	предвидеть
to forget	forgot	forgotten	забывать
to get	got	got	получать, становиться
to give	gave	given	давать
to go	went	gone	идти, ехать
to grow	grew	grown	расти, становиться
to hang	hung	hung	висеть, вешать
to have	had	had	иметь
to hear	heard	heard	слышать
to hold	held	held	держать, владеть
to keep	kept	kept	держать, хранить
to know	knew	known	знать
to lay	laid	laid	класть
to lead	led	led	вести
to learn	learnt; ~-ed	learnt; ~-ed	учиться, узнавать
to leave	left	left	оставлять, уезжать
to let	let	let	позволять, пускать
to lose	lost	lost	терять
to make	made	made	делать
to mean	meant	meant	значить, предполагать
to meet	met	met	встречать

1	2	3	4
to pay	paid	paid	платить
to put	put	put	класть
to read	read	read	читать
to ring	rang	rung	звонить, звенеть
to rise	rose	risen	вставать
to run	ran	run	бежать
to say	said	said	говорить, сказать
to see	saw	seen	видеть
to sell	sold	sold	продавать
to send	sent	sent	посылать
to set	set	set	ставить, устанавливать
to show	showed	shown	показывать
to sit	sat	sat	сидеть
to speak	spoke	spoken	говорить
to spend	spent	spent	тратить, проводить
to spread	spread	spread	распространять(ся)
to stand	stood	stood	стоять
to swim	swam	swum	плавать
to take	took	taken	брать
to teach	taught	taught	учить, обучать
to tell	told	told	рассказывать
to think	thought	thought	думать
to understand	understood	understood	понимать
to wear	wore	worn	носить
to win	won	won	выигрывать
to write	wrote	written	писать

6. Глагол 'to be' (The Verb 'to be')

Глагол **to be** переводится на русский язык *быть, есть, находиться*, относится к группе неправильных глаголов (**to be – was, were – been**) и спрягается по лицам и числам.

Таблица 6.1

Спряжение глагола *to be*

Present	Past	Future
I am	I was	I will be
you are	you were	you will be
he, she, it is	he, she, it was	he, she, it will be
we are	we were	we will be
you are	you were	you will be
they are	they were	they will be

Вопросительная форма образуется с помощью соответствующей формы глагола **to be**, которая ставится перед подлежащим:

Are you students? – Yes, we **are** (No, we **aren't**).

Were they workers? – Yes, they **were** (No, they **weren't**).

Will she **be** a teacher? – Yes, she **will** (No, she **won't**).

Отрицательная форма образуется с помощью отрицательной частицы **not**, которая ставится сразу же после глагола **to be**:

I **am not** an engineer. He **was not** a doctor. We **will not be** workers.

Существуют следующие краткие формы: I'm, I'm not, you're, you aren't, he's, she's, it's, he isn't, she isn't, it isn't, we're, we aren't, they're, they aren't, wasn't, weren't, I'll be, I'll not be, won't be.

7. Модальные глаголы (The Modal Verbs)

Модальные глаголы выражают долженствование, обязательство, совет или разрешение выполнения действия.

Таблица 7.1

Модальные глаголы и их эквиваленты

Модальный глагол	Случаи употребления	Перевод	Примеры
1	2	3	4
can (could) = to be able to	1. возможность 2. разрешение 3. запрещение	1. могу, умею, возможно 2. можно 3. нельзя	1. I <i>can</i> speak English. 2. You <i>can</i> read aloud. 3. You <i>can't</i> cross street here.
may (might) = to be allowed to	1. разрешение 2. строгое запрещение 3. предположение	1. можно, разрешается 2. не смей 3. возможно, может быть	1. <i>May</i> I come in? 2. You <i>may not</i> smoke here. 3. He <i>may</i> know her address.
must = to have to to be to	1. долг, обязательство 2. настоятельный совет, приказ 3. запрещение 4. в связи с обстоятельствами 5. с планом, по договорённости	1. должен 2. должен 3. запрещено, нельзя 4. приходится, вынужден 5. должен	1. We <i>must</i> study hard. 2. You <i>must</i> consult a doctor. 3. You <i>mustn't</i> run here. 4. You <i>have to</i> go to hospital. 5. He <i>is to</i> meet us at 5.
should ought to	моральный долг, обязательство, совет, рекомендация, порицание	должен, следует, нужно (было бы), следовало бы	You <i>should</i> stop smoking. You <i>ought to</i> help your friends.

1	2	3	4
need (-,?)	1. необходимость 2. отсутствие необходимости 3. разрешение <u>не</u> делать ч.-л. 4. смысловой глагол	1. нужно, есть ли необходимость 2. не надо, нет необходимости 3. можно не 4. нуждаться в ч.-л.	1. <i>Need I do it today?</i> 2. He <i>needn't</i> hurry. 3. You <i>needn't</i> copy the text. 4. He <i>needs</i> a long rest.

8. Инфинитив (The Infinitive)

Инфинитив – неопределенная форма глагола, отвечает на вопросы *что делать?, что сделать?*.

Категория	Active	Passive
Simple	to ask	to be asked
Continuous	to be asking	-----
Perfect	to have asked	to have been asked
Perfect Continuous	to have been asking	-----

Инфинитив переводится:

1. неопределённой формой глагола: *I asked him **to help** me.* – Я попросил его **помочь** мне.

2. именем существительным: ***To skate** is pleasant.* – **Катание** на коньках приятно.

3. придаточным предложением: *I went to the station **to see** my friend off.* – Я поехал на вокзал, **чтобы проводить** своего друга.

Кроме этих функций, инфинитив может входить в состав:

– сложного дополнения (объектный инфинитивный оборот): *We consider **the results to be** satisfactory.* – Мы считаем, что результаты удовлетворительны;

– сложного подлежащего (субъектный инфинитивный оборот): ***The results** are considered **to be** satisfactory.* – Считают, что результаты удовлетворительны.

9. Причастие (The Participle)

Причастие – неличная форма глагола, имеющая признаки глагола и прилагательного, отвечающая на вопрос *какой?*.

Категория	Active	Passive
Participle I	taking	being taken
Participle II	-----	taken
Perfect Participle	having taken	having been taken

Причастие переводится:

1. глаголом: *She is **reading***. – Она **читает**.
2. деепричастием: *He left the room **smiling***. – Он вышел из комнаты **улыбаясь**.
3. конструкцией *при (предлог) + существительное*: *(While) **translating** the text he used dictionary*. – **При переводе** текста он использовал словарь.
4. причастием: *The boy **sitting** by the window is our head-boy*. – Мальчик, **сидящий** у окна, – наш староста.
5. придаточным предложением: ***Having never been** to London he could not take part in the discussion*. – **Так как он никогда не был** в Лондоне, он не смог принять участие в обсуждении.

Существуют два причастных оборота:

1. **зависимый** причастный оборот относится к подлежащему предложения: ***Having repaired the engine**, the mechanic showed it to the engineer*. – **Отремонтировав двигатель**, механик показал его инженеру.
2. **независимый** причастный оборот – причастие выражает действие существительного (местоимения), стоящего перед ним:
 - а) причастный оборот, стоящий в начале предложения, переводится с союзами *когда, после того как, поскольку, так как*: ***It being late**, we decided to stop working*. – **Так как было поздно**, мы решили прекратить работу;
 - б) причастный оборот, стоящий в конце предложения, переводится с союзами *причем, а, и, но*: *The students wrote their English test-paper, **each doing his variant***. – Студенты писали контрольную работу по английскому языку, **причем каждый делал свой вариант**.

10. Герундий (The Gerund)

Герундий – неличная форма глагола, обладающая признаками глагола и существительного, выражающая процесс действия.

Категория	Active	Passive
Indefinite	taking	being taken
Perfect	having taken	having been taken

Герундий переводится:

1. отглагольным существительным: ***Skating** is my favorite occupation*. – **Катание на коньках** – моё любимое занятие.
2. инфинитивом: *I like **skating***. – Я люблю **кататься** на коньках.
3. деепричастием: *After **skating** for two hours we went home*. – **Пока-тавшись на коньках** два часа, мы пошли домой.
4. личной формой глагола в составе придаточного предложения: *We were surprised at Peter **having got** an excellent mark in physics*. – Мы были удивлены, **что Пётр получил** отличную оценку по физике.

Сравнение герундия и причастия. Формы герундия совпадают с формами причастия. Герундий от причастия отличается:

1. **по наличию предлога.** Как герундий, так и причастие могут быть обстоятельством и определением. В отличие от причастия перед герундием в этом случае, как правило, стоит предлог. Перед причастием может стоять союз *when* или *while*.

Герундий	Причастие
в функции обстоятельства	
<i>After testing the motor they put down the results.</i> – <i>После испытания мотора они записали результаты.</i>	<i>(While) testing the motor they put down the results.</i> – <i>Испытывая мотор, они записывали результаты.</i>
в функции определения	
<p>1. <i>There are several ways of producing electricity.</i> – <i>Имеется несколько способов производства электричества.</i></p> <p>2. Герундий может употребляться без предлога, если стоит перед определяемым словом: <i>operating principle</i> – <i>принцип действия</i> <i>reading hall</i> – <i>читальный зал</i></p>	<p>1. <i>The plant producing electricity is very powerful.</i> – <i>Эта установка, производящая электричество, очень мощная.</i></p> <p>2. Причастие перед определяемым словом означает, что действие выполняется самим предметом или лицом: <i>operating engine</i> – <i>работающий двигатель</i> <i>reading man</i> – <i>читающий человек</i></p>

2. **по функции в предложении.** Герундий может быть любым членом предложения, причастие – только определением, обстоятельством или частью сказуемого.

Герундий перед глаголом-сказуемым	Причастие перед подлежащим
<i>Testing the motor was necessary.</i> – <i>Испытать мотор было необходимо.</i>	<i>Testing the motor, he saw...</i> – <i>Испытывая мотор, он увидел...</i>

11. Отглагольное существительное (The Verbal Noun)

Отглагольное существительное образуется путем прибавления к форме инфинитива окончания **-ing**: *to read* (читать) – *reading* (чтение, показание) и обладает свойствами существительного.

Отглагольное существительное отличается от герундия по следующим признакам:

1. отглагольное существительное употребляется с артиклем;
2. может иметь форму множественного числа;
3. может определяться прилагательным.

The readings of this device are correct. – *Показания этого прибора верны.*

12. Придаточное предложение (The Subordinate Clause)

Придаточные подлежащие стоят перед сказуемым и вводятся союзами **that, what, who, where** и др.:

What you say is not quite clear. – То, что вы говорите, не совсем ясно.

Where I lost my watch is a mystery. – Где я потерял часы, для меня загадка.

Придаточные сказуемые в предложении являются именной частью сказуемого главного предложения, поэтому всегда следуют за глаголом-связкой и вводятся союзами **that, what, who** и др.

Обратите внимание на способы перевода глагола-связки, который предшествует придаточному сказуемому:

The difficulty of extramural education is that it demands great effort from the students. – Трудность заочного образования заключается в том, что оно требует от студентов большого напряжения.

Придаточные дополнительные следуют за сказуемым и вводятся союзами **that, if, whether** и др.:

Everybody knows that one must work regularly to master a foreign language. – Всем известно, что надо работать регулярно, чтобы овладеть иностранным языком.

I am not sure if (whether) he will take part in this conference. – Я не уверен, примет ли он участие в этой конференции.

Придаточные дополнительные могут соединяться с главным предложением и бессоюзной связью:

I think we will complete our research in time. – Я думаю, (что) мы завершим свое исследование вовремя.

Придаточные определительные могут служить определениями к любому члену предложения, выраженному существительным. Они вводятся союзными словами и союзами **who, whom, whose, which, that, when, where, why**:

A number whose value is to be found is called an unknown number. – Число, значение которого надо найти, называется неизвестным числом.

Придаточные определительные могут соединяться с главными предложениями и без союзного слова, если союзное слово не является подлежащим придаточного:

The text (which) the student is reading is about our Russian cosmonauts. – Текст, который читает этот студент, – это текст о наших российских космонавтах.

Если бессоюзное придаточное определительное предложение заканчивается предлогом, то при переводе на русский язык предлог ставится пе-

ред союзным словом, которое в русском предложении не может быть опущено:

*The method **we objected to** did not give good results.* – Метод, **против которого мы возражали**, не дал хороших результатов.

Придаточные обстоятельственные указывают на обстоятельства, при которых совершается действие. Они подразделяются на придаточные места, времени, причины, цели, условия и т.д. Далее следует пример придаточного причины:

*He looked through his notes very carefully, **as** he was going to make a report at a conference.* – Он **тщательно** просмотрел свои записи, **так как** собирался делать отчет на конференции.

13. Условное предложение (The Conditional Sentence)

Обстоятельственные придаточные предложения условия вводятся союзами **if** если (бы), **in case** в случае, **provided, providing** при условии, **unless** если не, **but for** если бы не.

Условные предложения подразделяются на три типа:

1. предложения первого типа выражают реальное (выполнимое) условие, могут относиться к любому времени и переводятся изъявительным наклонением:

*Our engineer always took part in the discussions **unless** he was busy.* – Наш инженер всегда принимал участие в обсуждениях, **если не был занят**.

2. предложения второго типа употребляются для выражения нереального (невероятного) или маловероятного предположения, относящегося к настоящему или будущему времени. Переводятся сослагательным наклонением.

Главное предложение	Придаточное предложение
would Indefinite might (could) + Infinitive без to	Форма глагола, совпадающая с Past Indefinite
<i>We would test the device,</i> Мы бы проверили этот прибор (сейчас или вскоре),	<i>if we got it.</i> если бы получили его (но это маловероятно).
<i>He could complete the test,</i> Он бы мог закончить проверку,	<i>if he had time (today, tomorrow).</i> если бы у него было время.

В условных предложениях второго и третьего типа могут употребляться глаголы **might** и **could**. Эти глаголы, в отличие от вспомогательных глаголов **should** и **would**, сохраняют свое значение (**might** – вероятность, **could** – физическая возможность или умение) и переводятся как *возможно, вероятно, мог бы*.

3. предложения третьего типа:

Главное предложение	Придаточное предложение
would (should) Perfect might (could) + Indefinite	Форма глагола, совпадающая с Past Perfect
<i>He would have used the device,</i> <i>Он бы использовал этот прибор</i> (в прошлом),	<i>if it had been in order.</i> <i>если бы он был в порядке</i> (но он не был в порядке).
<i>I might have come to the conference</i> (last week), <i>Я, возможно, пришел бы на конференцию</i> (на прошлой неделе),	<i>provided I had been in town.</i> <i>если бы был в городе</i> (но меня не было).

Предложения третьего типа употребляются для выражения нереального (невыполнимого) предположения, так как относятся к прошедшему времени. Переводятся сослагательным наклонением.

14. Словообразование

В английском языке слова образуются с помощью различных префиксов (приставок) и суффиксов. В табл. 14.1 представлены наиболее употребляемые префиксы.

Таблица 14.1

Основные префиксы (приставки)

<i>Префиксы с отрицательным значением</i>			
un-	<i>не- без(с)- раз(с)-</i>	important – важный limited – ограниченный	un important – неважный un limited – безграничный
im- in- il- ir-	<i>не- без(с)-</i>	accuracy – точность possible – возможный legal – легальный responsible – ответственный	in accuracy – неточность im possible – невозможный il legal – нелегальный ir responsible – безответственный
non-	<i>не- без-</i>	conductor – проводник	non -conductor – непроводник (изолятор)
dis-	<i>раз(с)- без(с)- не-</i>	to close – закрыть to connect – соединить	to dis close – раскрыть to dis connect – разъединить
mis-	<i>означает неверно</i>	to understand – понимать	to mis understand – неверно понять
<i>Префиксы с разными значениями</i>			
re-	<i>снова еще раз</i>	write – писать use – использовать	re write – переписать re use – снова использовать
super-	<i>сверх- над-</i>	conductive – проводимый	super conductive – сверхпроводимый
sub-	<i>ниже- под- и др.</i>	way – путь, дорога system – система	sub way – подземная дорога sub system – подсистема

Продолжение табл. 14.1

<i>Префиксы с разными значениями</i>			
over-	<i>сверх- пере- над-</i>	to load – нагрузить	to overload – перегрузить
semi-	<i>полу-</i>	conductor – проводник	semiconductor – полупроводник
inter-	<i>между- среди- взаимо-</i>	action – действие	interaction – взаимодействие
en-	(для образова- ния глагола)	large – большой	to enlarge – увеличить
pre-	<i>до- заранее</i>	to heat – нагреть	to preheat – предварительно на- греть
post-	<i>после-</i>	war – война	post-war – послевоенный

TRAINING TESTS

Test 1. Tenses in Active and Passive Voices

Задание 1. Выберите соответствующий вариант ответа.

1. All historical places of London _____ in the West End.
 - a) had been;
 - b) were;
 - c) are.
2. The city of Montreal _____ 70 square miles.
 - a) covering;
 - b) covers;
 - c) is covered.
3. The world sea surrounds the earth and _____ to us all.
 - a) is belonging;
 - b) belongs;
 - c) has belonged.
4. Scientists in many different countries _____ to explain its mystery.
 - a) are working;
 - b) have worked;
 - c) worked.
5. _____ you ever _____ a film in which a train crashed or a ship sank?
 - a) did ... see;
 - b) have ... seen;
 - c) do ... see.
6. It _____ since early morning.
 - a) rained;
 - b) had rained;
 - c) has been raining.
7. You are a good foot-ball player. Since when _____ you _____ football?
 - a) have ... been playing;
 - b) did ... play;
 - c) had ... been playing.

8. My brother _____ music lessons for three years now.
a) have taken;
b) has been taking;
c) took.
9. The student _____ as an apprentice to a trained worker next week.
a) shall work;
b) will work;
c) would work.
10. What _____ you _____ at 4.30 tomorrow afternoon?
a) would ... do;
b) were ... do;
c) will ... be doing.
11. I went to the party although I _____ invited.
a) was not;
b) had not being;
c) has not been;
d) had not.
12. The people on the island knew that they _____ forgotten.
a) had not been;
b) were not being;
c) have not been;
d) were not being.
13. Don't worry. Everything _____ by Monday.
a) will be done;
b) will have been done;
c) has been;
d) was done.
14. Please do not enter the office. The boss _____ interviewed.
a) has been;
b) was;
c) is;
d) is being.
15. _____ put on the list?
a) Is your name;
b) Has your name;
c) Was your name being;
d) Is your name being.

Test 2. Modal Verbs

Задание 1. Соотнесите русские предложения с английскими.

- | | |
|-------------------------------|-------------------------------|
| 1. She may come. | a) Ей можно не приходиться. |
| 2. She couldn't come. | b) Ей можно прийти. |
| 3. She must come. | c) Ей не следует приходиться. |
| 4. She had to come. | d) Она должна прийти. |
| 5. She shouldn't come. | e) Она не могла прийти. |
| 6. She'll be able to come. | f) Она сможет прийти. |
| 7. She needn't come. | g) Ей не разрешают прийти. |
| 8. She isn't allowed to come. | h) Ей пришлось прийти. |

Задание 2. Из данных модальных глаголов выберите тот, который Вы употребили бы при переводе следующих предложений:

a) had to; b) must; c) are to; d) ought to; e) should.

1. Инженер *должен* (необходимо) знать свойства строительных материалов, иначе может произойти несчастье.
2. Из-за болезни он *должен* был прервать учёбу.
3. Студенты *должны* (им предстоит) сдавать экзамены по языку в июне.
4. Вы *должны* (обязаны) оберегать покой своих соседей и не включать громкоговорители на полную мощность.
5. Ты *должна* (тебе следует) позаботиться о своём здоровье и обратиться к врачу.

Test 3. Non-Finite Verb Forms

1. Teddy's words made me _____ uncomfortable.
a) to feel;
b) feeling;
c) feel.
2. Mrs. Patton allowed her guests _____ in the living room.
a) to smoke;
b) smoking;
c) smoke.
3. Has the secretary come yet? I want to have my papers _____.
a) to type;
b) type;
c) typed.

4. I watched my cat _____ with her kittens. I couldn't tear myself away from that funny sight.

- a) played;
- b) playing;
- c) to play.

5. Granny didn't want my Mom _____ my Dad.

- a) marry;
- b) to marry;
- c) married.

6. I don't mind _____ Zach. It's a nice nickname.

- a) calling;
- b) being called;
- c) having been called.

7. The safe showed no sign of _____.

- a) touching;
- b) being touched;
- c) having been touched.

8. Our teacher suggests _____ test next week.

- a) writing;
- b) being written;
- c) having been written.

9. I really appreciate _____ this opportunity. I'll do my best.

- a) giving;
- b) being given;
- c) having been given.

10. She strongly objected to our _____ a fire.

- a) making;
- b) being made;
- c) having been made.

11. She enters _____ by her mother.

- a) accompanying;
- b) being accompanying;
- c) accompanied.

12. _____ by the crash, he leapt to his feet.

- a) Arousing;
- b) Have been aroused;
- c) Aroused.

13. _____ about the bandits, he left his valuables at home.
a) Warned;
b) Having been warned;
c) Warning.
14. _____ that they were trying to poison him, he refused to eat anything.
a) Convincing;
b) Convinced;
c) Convince.
15. Tom _____ at what he had done could at first say nothing.
a) horrified;
b) having horrified;
c) horrifying.
16. That night _____ up to his room he thought of his unpleasant duty.
a) went;
b) going;
c) having go.
17. She smiled _____ the joke.
a) remembered;
b) to remember;
c) remembering.
18. _____ so little in the country I am afraid I cannot answer all your questions.
a) Seeing;
b) Having seen;
c) To see.
19. A new road will soon be built _____ the plant with the railway station.
a) connecting;
b) having connected;
c) to connect.
20. _____ two days before the conference he had a lot of time to see Edinburgh.
a) To arrive;
b) Arriving;
c) Having arrived.

Test 4. Conditional Sentences

1. Tell me about your decision, when we _____ next time.
a) meet;
b) will meet.

2. If the child wants, _____ him this toy!
 a) will buy;
 b) buy.
3. We _____ about it for sure, when we _____ home.
 a) will know, will return;
 b) know, will return;
 c) will know, return.
4. I need to think the matter over, in case he _____.
 a) will refuse;
 b) refuses.
5. Do your best or else you _____ with the group.
 a) won't catch up;
 b) don't catch up.
6. If I _____ more money, I _____ to England to practice my English.
 a) had, will go;
 b) had, would go;
 c) had, went.
7. If you _____ more attentive, you _____ so many mistakes in every test.
 a) are, wouldn't make;
 b) were, didn't make;
 c) were, wouldn't make.
8. What _____ you do, if he _____ your son?
 a) will, is;
 b) will, was;
 c) would, were;
 d) would, was.
9. If he _____ the exam, what _____ his mother say?
 a) doesn't pass, would;
 b) didn't pass, will;
 c) didn't pass, would.
10. Where _____ you fly, if you _____ a bird?
 a) will, turn into;
 b) would, turned into;
 c) would, turn into.
11. If I had known you were in hospital, I _____ you.
 a) would visit;
 b) would visited;
 c) would have visited.

12. But for such bad weather we _____ fishing.

- a) would have gone;
- b) would go.

13. Would you _____ to London, if you _____ enough money then?

- a) travel, had had;
- b) traveled, would have had;
- c) have traveled, had had.

14. If you hadn't sneezed he _____ we _____ there.

- a) would haven't known, were;
- b) wouldn't have known, had been;
- c) wouldn't have known, were.

15. If father _____ yesterday he _____ much better today.

- a) didn't drink, would feel;
- b) would haven't drunk, felt;
- c) hadn't drunk, would feel;
- d) hadn't drunk, would have felt.

EXAMINATION TESTS

Examination Test 1

Задание 1. Выберите правильный вариант ответа.

1. Viktor _____ free in the evening.
a) is;
b) are;
c) has;
d) there is.
2. _____ your summer plans interesting?
a) Is;
b) Are;
c) Was;
d) Have.
3. Does he _____ time to read books?
a) have;
b) has;
c) is;
d) is there.
4. They _____ continue the experiment.
a) may;
b) are;
c) was;
d) have.
5. Lots of people _____ sandwiches, but some don't.
a) like;
b) likes;
c) does like;
d) are.
6. What other facts about the scientist _____ you _____?
a) does ... know;
b) have ... know;
c) are ... know;
d) do ... know.

7. The students _____ an experiment now.
a) are conducting;
b) is conducting;
c) conduct;
d) have conducted.
8. When my parents came I _____ dinner.
a) was cooking;
b) cooked;
c) were cooking;
d) cook.
9. He _____ the apparatus in two days.
a) shall repair;
b) will repair;
c) had repaired;
d) is repairing.
10. You will not pass your exams if you _____ hard.
a) does not work;
b) do not work;
c) will not work;
d) have not work.
11. They _____ their work this year.
a) finishes;
b) are finishing;
c) have finished;
d) finished.
12. He _____ a letter by yesterday evening.
a) has received;
b) have received;
c) had received;
d) was receiving.
13. By the end of the year he _____ to speak.
a) learns;
b) has learnt;
c) learnt;
d) had learnt.
14. My sister _____ you the answer yesterday.
a) tell;
b) told;
c) has told;
d) tells.

15. I _____ a new dress last week, but I haven't worn it yet.
a) have bought;
b) had bought;
c) bought;
d) has bought.
16. The telegram _____ tomorrow.
a) is sent;
b) were sent;
c) will be sent;
d) is sending.
17. At the institute the students _____ many different subjects.
a) doesn't taught;
b) are taught;
c) has taught;
d) is taught.
18. A new plan _____ now.
a) was being discussed;
b) is being discussed;
c) has been discussed;
d) discussed.
19. I can't believe my eyes! My book _____ already!
a) is published;
b) was published;
c) has been published.
20. Our luggage _____ at the Customs now.
a) is being examined;
b) is examined;
c) are being examined.
21. This work _____ by the end of the month.
a) will be completed;
b) will have been completed;
c) will complete.

Задание 2. Выберите правильный вариант перевода.

1. В восемь часов рабочие находятся на фабрике.
a) At 8 the workers are at the factory.
b) At 8 the workers is at the factory.
c) At the factory are the workers at 8.
d) At 8 the workers were at the factory.

2. Мы работали в лаборатории с 5 до 7 часов.
- We are working in the lab from 5 to 7 o'clock.
 - We worked in the lab from 5 to 7 o'clock.
 - We will be working in the lab till 7 o'clock tomorrow.
 - We were working in the lab from 5 to 7 o'clock.
3. Он отправит мне телеграмму, как только приедет.
- He will send me a telegram as soon as he arrives.
 - Let's send him a telegram as soon as he arrives.
 - He did not send a telegram as soon as he arrived.
 - He has never sent a telegram as soon as he has arrived
4. Мы полагали, что она уже получила степень магистра.
- We consider that she was already obtaining her Master's degree.
 - We considered she had already obtained her Master's degree.
 - We believe that she hasn't obtained her Master's degree yet.
 - We considered she had not obtained her Master's degree yet.
5. Они ушли домой после того, как закончили свою работу.
- They were going home after they finished their work.
 - They had gone home before they finished their work.
 - They went home after they had finished their work.
 - They went home after they have finished their work.
6. С тех пор как видел его в последний раз, его здоровье значительно улучшилось.
- His health improved greatly after I had seen him last time.
 - His health had improved greatly since I see him last time.
 - His health is improving greatly since I saw him last time.
 - His health has improved greatly since I saw him last time.
7. Сейчас устанавливается совершенно новая система охраны.
- A totally new safety system has been installed today.
 - A totally new safety system was installed yesterday.
 - A totally new safety system is being installed now.
 - A totally new safety system will have been installed by May.
8. Двигатель изготавливается из различных металлов.
- The engine has been made of different metals.
 - The engine will be made of different metals.
 - The engine is made of different metals.
 - The engine was made of different metals.
9. Многие старые заводы сейчас реконструируются.
- Many old shops have been reconstructed this year.
 - Many old plants are being reconstructed now.
 - A lot of old plants have been reconstructed for many years.
 - Many old plants will be reconstructing this decade.

Задание 3. Составьте предложения из данных слов.

- | | | | |
|--|---|--|--|
| 1.
a) who
b) family
c) in your
d) the youngest
e) is? | 2.
a) your
b) colour
c) is
d) car
e) what? | 3.
a) what kind of texts
b) translate
c) do
d) at your lessons
e) you? | 4.
a) wrote
b) two
c) I
d) letters
e) yesterday. |
| 5.
a) last summer
b) visited
c) cousin
d) my
e) I. | 6.
a) in the kitchen
b) George
c) what
d) doing
e) is? | 7.
a) have
b) written
c) a letter
d) your friends
e) this week? | 8.
a) been
b) ever
c) you
d) to London
e) have? |
| 9.
a) he
b) has not
c) Ann
d) seen
e) for a long time. | 10.
a) must
b) read
c) this book
d) be
e) by every student. | | |

Задание 4. Найдите соответствия между русскими и английскими предложениями.

- | | | |
|-----------|---|--|
| A. | 1. Покажи мне эту книгу! | a) Let him show those books to them! |
| | 2. Покажи ему те книги! | b) Show me this book! |
| | 3. Не показывай ей ту книгу! | c) Do not show her that book! |
| | 4. Давайте покажем им эти книги! | d) Will you show me that book, please? |
| | 5. Покажите мне, пожалуйста, ту книгу. | e) Show him those books! |
| | 6. Пусть он покажет им те книги! | f) Let's show them these books! |
| B. | 1. Они сейчас идут в кино или на дискотеку? | a) On Sundays they do not go to the cinema, but to a disco club. |
| | 2. Они ходят по воскресеньям в кино или на дискотеку? | b) Are they going to the cinema or to a disco club now? |
| | 3. По воскресеньям они ходят не в кино, а на дискотеку. | c) Why do they go to the cinema, but not to a disco club? |
| | 4. Они не ходят по воскресеньям ни в кино, ни на дискотеку. | d) On Sundays they go neither to the cinema nor to a disco club. |
| | 5. Почему они ходят в кино, а не на дискотеку? | e) Do they go on Sundays to the cinema or to a disco club? |

- C.** 1. We often write letters to our parents. a) Она напишет это письмо через несколько дней.
 2. What are you writing now? b) Вчера она писала это письмо с 10 до 12 часов.
 3. Yesterday she was writing this letter from 10 till 12 o'clock. c) Мы часто пишем письма своим родителям.
 4. She wrote him some letters last week. d) Она написала ему несколько писем на прошлой неделе.
 5. She will write this letter in some days. e) Что ты сейчас пишешь?
- D.** 1. They are taught English at school. a) Они преподают английский в школе.
 2. They were taught English at school. b) В школе им преподают английский.
 3. They teach English at school. c) В школе им преподавали английский.

Задание 5. Соедините начало и конец предложений.

- A.** 1. This question is... 1. ...lectures in mechanics.
 2. In a large city there are... 2. ...the entrance to the theatre.
 3. There are many people before... 3. ...have a higher education.
 4. His parents do not... 4. ...of primary importance.
 5. We have no wish... 5. ...to go to this concert.
 6. They have a course of... 6. ...different means of transport.
- B.** 1. How much... 1. ...is she reading?
 2. When... 2. ...will stay at home?
 3. Where... 3. ...does this sweater cost?
 4. Who... 4. ...do you plan to go to the South?
 5. What ... 5. ...did she buy this dress?
- C.** 1. He went to the work an hour... . 1. before
 2. John hasn't been there ... three 2. by
 years. 3. ago
 3. He has worked for this company 4. since
 ... April. 5. for
 4. They had finished the experiment 4. since
 ... Saturday. 5. for
 5. I knew him at once though I had 5. for
 met him many years... .

- D.**
- | | |
|----------------|---------------------------------|
| 1. How long... | 1. ...did you work last year? |
| 2. When... | 2. ...has written the test yet? |
| 3. Where... | 3. ...has she lost? |
| 4. Who... | 4. ...have you known him? |
| 5. What... | 5. ...did he finish school? |

Задание 6. Вставьте пропущенный вспомогательный глагол.

1. My mother _____ born in 1947.
2. _____ I come in? – Yes, please.
3. How long _____ you known Peter?
4. My bicycle isn't here anymore. Somebody _____ taken it.
5. Dresses _____ made preferably of cotton in hot countries.
6. My uncle John _____ _____ operated on in this clinic now.

Examination Test 2

Задание 1. Выберите правильный вариант ответа.

1. These students _____ five examinations.
 - a) there are;
 - b) have;
 - c) are;
 - d) has.
2. My friend _____ the Medical Institute last year.
 - a) is entering;
 - b) enters;
 - c) entered;
 - d) was entering.
3. We _____ many laboratory tests every year.
 - a) are making;
 - b) make;
 - c) makes;
 - d) does make.
4. At five o'clock he _____ at his report.
 - a) has worked;
 - b) will work;
 - c) is working;
 - d) will be working.
5. I _____ her there since September.
 - a) have not seen;

- b) has not seen;
c) does not see;
d) do not see.
6. _____ you already _____ your examination?
a) Have ... passed;
b) Were ... passing;
c) Did ... passed;
d) Do ... pass.
7. My parents _____ to the USA many times.
a) were;
b) have been;
c) has been;
d) have being.
8. A new library _____ in our district next week.
a) has opened;
b) is opening;
c) had opened;
d) will be opened.
9. The work of this student _____ already _____ attention to.
a) was ... paid;
b) is ... paying;
c) has ... paid;
d) are ... paid.
10. This fact _____ in his last speech.
a) will be mentioned;
b) was mentioned;
c) is mentioned.
11. Nylon _____ in the early 1930s by an American chemist Julian Hill.
a) is invented;
b) was invented;
c) were invented.
12. Any luggage going abroad _____ usually here.
a) is being checked;
b) are checked;
c) is checked.

Задание 2. Выберите правильный вариант перевода.

1. Ты будешь в городе в воскресенье?
a) You will be in town on Sunday?

- b) Will you be in town on Sunday?
 c) Were you in town on Sunday?
 d) Shall you be in town on Sunday?
2. Послушай! Кто это играет на пианино в соседней комнате?
 a) Listen! Who is playing the piano in the next room?
 b) Listen! Who plays the piano in the next house?
 c) Listen! Who are playing the piano in the next house?
 d) Listen! Who play the piano in the next flat?
3. Недавно они установили в лаборатории новое оборудование.
 a) Lately they have installed new equipment in the laboratory.
 b) Recently they had installed new equipment in the lab.
 c) Lately they installed new equipment in the laboratory.
 d) They have not yet installed new equipment in the laboratory.
4. Вы когда-нибудь путешествовали на самолете?
 a) Are you travelling by air now?
 b) You have never travelled by air, haven't you?
 c) Did you ever travel by air?
 d) Have you ever travelled by air?
5. Том вернулся из кинотеатра к пяти часам.
 a) Tom had returned from the cinema by five o'clock.
 b) Tom has returned from the cinema at five o'clock.
 c) Tom was returning from the cinema by five o'clock.
 d) Tom returned from the cinema before five o'clock.
6. Тому не нравится, когда его спрашивают о работе.
 a) Tom didn't like to be asked about his work.
 b) Tom doesn't like to ask about his work.
 c) Tom don't like to be asked about his work.
 d) Tom doesn't like to be asked about his work.
7. Новое устройство может использоваться для тестирования автомобилей.
 a) The new device has been used for testing cars.
 b) The new device must be used for testing cars.
 c) The new device was used for testing cars.
 d) The new device can be used for testing cars.
8. В настоящее время уделяется много внимания современному оснащению лабораторий.
 a) Much attention is being given at present to the modern equipment of laboratories.
 b) Much attention was being given at present to the modern equipment of researching.

- c) Much attention is given at present to the modern equipment of plants.
 d) Much attention had been given at present to the modern equipment of laboratories.

Задание 3. Составьте предложения из данных слов.

- | | | | |
|---------------------|-------------------|-------------------------|------------------|
| 1. | 2. | 3. | 4. |
| a) when | a) language | a) attended | a) turned off |
| b) trees | b) is | b) since May | b) the light |
| c) do | c) what | c) I | c) yet |
| d) red and yellow | d) he | d) have | d) been |
| e) become? | e) speaking? | e) lectures on history. | e) has not. |
| 5. | 6. | 7. | 8. |
| a) whom | a) last year | a) how many | a) this article |
| b) written by | b) what museums | b) the students | b) translated |
| c) the | c) visited | c) translated | c) will |
| d) poem | d) by them | d) texts | d) at the lesson |
| e) was? | e) were? | e) have? | e) be. |
| 9. | 10. | | |
| a) letters | a) next week | | |
| b) receive | b) discuss | | |
| c) does | c) will | | |
| d) from his friends | d) the experiment | | |
| e) he? | e) they. | | |

Задание 4. Найдите соответствия между русскими и английскими предложениями.

- | | |
|--|---|
| A. 1. Квартира моей сестры менее удобна, чем моя. | a) Whose flat is the largest? |
| 2. В квартире моей сестры больше комнат, чем в моей. | b) There are more rooms in my sister's flat than in mine. |
| 3. Квартира твоей сестры больше, чем твоя? | c) My flat is worse than my sister's. |
| 4. Моя квартира не такая маленькая, как квартира сестры. | d) My flat is not so small as my sister's. |
| 5. Моя квартира хуже, чем квартира сестры. | e) Is your sister's flat larger than yours? |
| 6. Чья квартира самая большая? | f) My sister's flat is less comfortable than mine. |

- В.** 1. Летом он обычно вставал очень рано.
 2. Летом он никогда не встает рано.
 3. Он, должно быть, встает очень рано летом.
 4. Возможно, летом он встает не слишком рано.
 5. Кто вставал летом очень рано?
- a) He may not get up too early in summer.
 b) He has never got up early in summer.
 c) In summer he used to get up very early.
 d) He must get up very early in summer.
 e) Who got up very early in summer?
- С.** 1. He was asked to come later.
 2. He is being asked to come later.
 3. He asked to come later.
- a) Он попросил прийти позже.
 b) Его попросили прийти позже.
 c) Его просят прийти позже.
- Д.** 1. She was offered an interesting job.
 2. She is offered an interesting job.
 3. She offers an interesting job.
- a) Ей предлагают интересную работу.
 b) Она предлагает интересную работу.
 c) Ей предложили интересную работу.
- Е.** 1. John bought a car two weeks ago.
 2. John has already bought a car.
 3. After John had bought a car, he went to Paris.
 4. John hasn't bought a car yet.
 5. As soon as John had passed his driving test, he bought a car.
- a) Как только Джон сдал экзамен по вождению, он купил автомобиль.
 b) Джон еще не купил автомобиль.
 c) Джон купил автомобиль две недели назад.
 d) Джон уже купил автомобиль.
 e) После того как Джон купил автомобиль, он отправился в Париж.

Задание 5. Соедините начало и конец предложений.

- A.**
- | | |
|--------------------------------|--|
| 1. Every engineer must... | 1. ...the most ancient occupations in his- |
| 2. This method is highly effi- | 2. ...appear in the middle of the 20 th |
| 3. Engineering is one of... | 3. ...know at least one foreign language. |
| 4. We need diagnostic systems | 4. ...of this century is the computer. |
| and... | 5. ...many different types of detectors |
| 5. One of the most important | and sensors. |
| developments... | 6. ...but that method is even better. |
| 6. Many new branches of engi- | |
| neering... | |
- B.**
- | | |
|----------------------------------|-----------------------------------|
| 1. I wasn't hungry because... | 1. ...she had phoned somebody. |
| 2. That morning Kate went out | 2. ...to do. |
| after ... | 3. ...I had just had breakfast. |
| 3. He hasn't decided yet what... | 4. ...his children had left home. |
| 4. I took the book back to the | 5. ...I had read it. |
| library when... | |
| 5. He started writing after... | |

Задание 6. Вставьте пропущенный вспомогательный глагол.

1. The preparations for the party _____ just finished.
2. You _____ sent a postcard next week.
3. What language _____ they speak in Holland?
4. Right now he _____ speaking Dutch.
5. _____ he like winter?
6. _____ you see a rock concert yesterday?

Examination Test 3

Выполните следующие задания:

1. Подберите английский эквивалент слову, данному в скобках.

The (частная собственность) is the most common type of ownership in many Western countries.

- a) sole proprietorship;
- b) corporation;
- c) partnership;
- d) accounts.

2. Выберите форму сказуемого.

The new investment plan _____ five years to complete.

- a) take;
- b) will take;
- c) have taken;
- d) took.

3. Замените модальный глагол эквивалентом.

You *can* make ten monthly payments to cover the cost of a new computer.

- a) are to;
- b) are able to;
- c) are allowed to;
- d) have to.

4. Выберите степень сравнения.

We prefer the goods which are _____ because we are short of money.

- a) most expensive;
- b) less expensive;
- c) much more expensive;
- d) more expensive.

5. Подберите форму причастия.

There would have to be a _____ budget.

- a) balancing;
- b) having been balanced;
- c) balanced;
- d) being balanced.

6. Выберите вариант, отражающий структуру правильно построенного вопросительного предложения.

1	2	3	4	5	6	7	8	9	10	11	8
New	sight	is	York	of	city's	Exchange	the	one	Stock	main	the?
a) 3	8	1	4	6	11	2	9	5	8	10	7?
b) 8	1	4	10	7	3	9	5	8	11	6	2?
c) 8	11	6	2	3	9	5	8	1	4	10	7?
d) 3	8	1	4	10	7	9	5	8	11	6	2?

KEYS TO TESTS

Keys to Training Tests

Test 1. 1c, 2b, 3b, 4a, 5b, 6c, 7a, 8b, 9b, 10c, 11a, 12a, 13b, 14d, 15a.

Test 2. 1. 1b, 2e, 3d, 4h, 5c, 6f, 7a, 8g. **2.** 1b, 2a, 3c, 4d, 5e.

Test 3. 1c, 2a, 3c, 4b, 5b, 6b, 7c, 8a, 9b, 10a, 11c, 12b, 13b, 14b, 15a, 16b, 17c, 18b, 19a, 20c.

Test 4. 1b, 2b, 3c, 4b, 5a, 6b, 7c, 8d, 9c, 10b, 11b, 12b, 13a, 14a, 15a.

Keys to Examination Tests

Examination Test 1.

1. 1a, 2b, 3a, 4a, 5a, 6d, 7a, 8a, 9b, 10b, 11c, 12c, 13d, 14b, 15c, 16c, 17b, 18b, 19c, 20a, 21b.

2. 1a, 2d, 3a, 4b, 5c, 6d, 7c, 8c, 9b.

3. 1a, e, d, c, b; 2e, b, c, a, d; 3a, c, e, b, d; 4c, a, b, d, e;
5e, b, d, c, a; 6c, e, b, d, a; 7a, d, b, c, e; 8e, c, b, a, d;
9a, b, d, c, e; 10c, a, d, b, e.

4. A. 1b, 2e, 3c, 4f, 5d, 6a.

B. 1b, 2e, 3a, 4d, 5c.

C. 1c, 2e, 3b, 4d, 5a.

D. 1b, 2c, 3a.

5. A. 1-4, 2-6, 3-2, 4-3, 5-5, 6-1.

B. 1-3, 2-4, 3-5, 4-2, 5-1.

C. 1-1, 2-5, 3-4, 4-2, 5-3.

D. 1-4, 2-5, 3-1, 4-2, 5-3.

6. 1 was, 2 may, 3 have, 4 has, 5 are, 6 is being.

Examination Test 2.

1. 1b, 2c, 3b, 4d, 5a, 6a, 7b, 8d, 9c, 10b, 11b, 12c.

2. 1b, 2a, 3a, 4d, 5a, 6d, 7d, 8a.

3. 1a, c, b, e, d; 2c, a, b, d, e; 3c, d, a, e, b; 4b, e, d, a, c;
5a, e, c, d, b; 6b, e, c, d, a; 7a, d, e, b, c; 8a, c, e, b, d;
9c, e, b, a, d; 10e, c, b, d, a.

4. A. 1f, 2b, 3e, 4d, 5c, 6a.

B. 1c, 2b, 3d, 4a, 5e.

C. 1b, 2c, 3a.

D. 1c, 2a, 3b.

E. 1c, 2d, 3e, 4b, 5a.

5. A. 1-3, 2-6, 3-1, 4-5, 5-4, 6-2.

B. 1-3, 2-1, 3-2, 4-5, 5-4.

6. 1 have been, 2 will be, 3 do, 4 is, 5 does, 6 did.

Examination Test 3.

1a, 2b, 3b, 4b, 5c, 6d.