

МИНИСТЕРСТВО СЕЛЬСКОГО ХОЗЯЙСТВА РФ

Технологический институт-филиал ФГБОУ ВПО «Ульяновская ГСХА им.  
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Отделение среднего профессионального образования

**ФОНД**  
**ОЦЕНОЧНЫХ СРЕДСТВ**

по учебной дисциплине

**ОГСЭ 03 ИНОСТРАННЫЙ ЯЗЫК (АНГЛИЙСКИЙ)**

**Специальности 38.02.01 Экономика и бухгалтерский учет (по отраслям) (базовая  
подготовка)**

**Формы обучения:** очная и заочная

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**ПАСПОРТ**  
**фонда оценочных средств по учебной дисциплине «Иностранный язык» (Английский)**

№ п/п	Вид контроля, контролируемые темы дисциплины	Результаты обучения (освоенные умения, усвоенные знания, коды формируемых компетенций)	Наименование оценочного средства
1	2	3	4
		<b>Текущий контроль</b>	
1.	<p><b>Тема 1. Английский язык и его роль в современном мире</b>  <b>Тема 2.1. Моя будущая специальность.</b>  <b>Тема 2.2. Деловое общение.</b>  <b>Тема 2.3. Поездка в страну изучаемого языка.</b>  <b>Тема 2.4. Организация бизнеса и торговли.</b></p>	<p>В результате освоения дисциплины обучающийся должен</p> <p><b>уметь:</b>  общаться (устно и письменно) на иностранном языке на профессиональные и повседневные темы;  переводить (со словарем) иностранные тексты профессиональной направленности;  самостоятельно совершенствовать устную и письменную речь, пополнять словарный запас;</p> <p><b>знать:</b>  лексический (1200 – 1400 лексических единиц) и грамматический минимум, необходимый для чтения и перевода (со словарем) иностранных текстов профессиональной направленности.</p> <p><u>Формируемые компетенции: ОК.1-ОК.9.</u></p>	<p>Упражнения для устного и письменного опроса, чтение и перевод текстов, материал для выполнения заданий к тексту, самостоятельной работы; выполнения творческих работ (проектов); зачетов по устным темам; создания презентаций; проверки выполнения домашних заданий; написание рефератов; написание сочинений по изучаемым устным темам, составление монологов, диалогов.</p>

1	2	3	4
		<b>Рубежный контроль</b>	
2.	<b>Темы 1.1-2.1.2</b>	<p><b>Знать:</b> местоимения (личные, объектные, притяжательные, указательные), правила употребления и отсутствия артикля (определенного и неопределенного), предлоги места, направления и времени; грамматические формы английского глагола временных групп: <i>Present Simple</i> и <i>Present Continuous</i>.</p> <p><b>Уметь:</b> распознавать в предложениях местоимения разных типов, ориентироваться в употреблении различных предлогов, артиклей, типов вопросов и временных групп: <i>Present Simple</i> и <i>Present Continuous</i>.</p>	Контрольно-измерительный материал.
	<b>Темы 2.1.3-2.2.4</b>	<p><b>Знать:</b> грамматические формы английского глагола временных групп: <i>Present Simple</i> и <i>Present Continuous</i>, типы вопросительных предложений.</p> <p><b>Уметь:</b> распознавать в предложениях временные группы: <i>Present Simple</i> и <i>Present Continuous</i>, ориентироваться в их правильном употреблении в предложении, уметь составлять различные типы вопросов.</p>	
	<b>Темы 2.2.5-2.2.7</b>	<p><b>Знать:</b> грамматические формы глаголов, систему времен действительного залога в английском языке.</p> <p><b>Уметь:</b> распознавать действительный залог в предложениях, ориентироваться во временных формах глагола действительного залога.</p>	
	<b>Темы 2.2.8-2.2.11</b>	<p><b>Знать:</b> грамматические формы глаголов, систему времен страдательного залога в английском языке.</p> <p><b>Уметь:</b> распознавать залоги в предложениях (действительный и страдательный), ориентироваться во временных формах глагола страдательного залога.</p>	

	<b>Темы 2.3.1-2.3.4</b>	<p><b>Знать:</b> <i>грамматические формы глаголов, систему времен действительного и страдательного залогов в английском языке, правила согласования грамматических форм английского глагола.</i></p> <p><b>Уметь:</b> <i>распознавать</i> залогов в предложениях (действительный и страдательный), <i>ориентироваться</i> во временных формах глагола и <i>уметь согласовывать</i> их.</p>	
	<b>Темы 2.3.5-2.3.8</b>	<p><b>Знать:</b> <i>модальные глаголы и их эквиваленты в английском языке.</i></p> <p><b>Уметь:</b> <i>распознавать</i> модальные глаголы и их эквиваленты в предложениях, <i>ориентироваться</i> в различных оттенках их переводов.</p>	
	<b>Темы 2.3.9-2.3.12</b>	<p><b>Знать:</b> <i>неличные формы глагола, грамматические формы и функции инфинитива, инфинитивные конструкции в английском языке.</i></p> <p><b>Уметь:</b> <i>распознавать</i> различные формы инфинитива и инфинитивных конструкций в предложениях (сложное дополнение + инфинитив и сложное подлежащее + инфинитив).</p>	
	<b>Темы 2.4.1-2.4.3</b>	<p><b>Знать:</b> <i>неличные формы глагола, грамматические формы и функции причастия, причастных оборотов и герундия в английском языке</i></p> <p><b>Уметь:</b> <i>распознавать</i> различные формы причастий и герундия в предложениях.</p>	
	<b>Темы 2.4.3-2.4.7</b>	<p><b>Знать:</b> <i>правила перевода прямой речи в косвенную, правила оформления различных типов предложений в косвенной речи в английском языке.</i></p> <p><b>Уметь:</b> <i>преобразовывать</i> прямую речь в косвенную, <i>распознавать</i> различные типы предложений в косвенной речи.</p>	
		<b>Промежуточный контроль</b>	

3.	<b>Темы 1.1-2.4</b>	<p><b>Знать:</b> лексический (1200 - 1400 лексических единиц) и грамматический минимум, необходимый для чтения и перевода (со словарем) иностранных текстов профессиональной направленности.</p> <p><b>Уметь:</b> переводить (со словарем) иностранные тексты профессиональной направленности; самостоятельно совершенствовать устную и письменную речь, пополнять словарный запас.</p>	Перечень вопросов для устного и письменного опроса, контрольно-измерительный материал для выполнения грамматических и лексических заданий.
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## 2. Материал для организации рубежного контроля знаний студентов

### Темы 1.1-2.1.2

**Оцениваемые знания:** о местоимениях (личные, объектные, притяжательные, указательные), правилах употребления и отсутствия артикля (определенного и неопределенного), предлогах места, направления и времени; грамматических формах английского глагола временных групп: *Present Simple* и *Present Continuous*.

**Оцениваемое умение:** *распознавать* в предложениях местоимения разных типов, *ориентироваться* в употреблении различных предлогов, артиклей, временных групп: *Present Simple* и *Present Continuous*.

**Формируемые компетенции:** ОК 1-9.

### Комплект измерительных материалов рубежного контроля

#### Контрольная точка №1

#### Контрольные вопросы:

1. Местоимения (личные, объектные, притяжательные, указательные)
2. Артикль
3. Глагол to be
4. Предлоги места, направления и времени.
5. Времена английского глагола (*Present Simple*, *Present Continuous*)

#### ВАРИАНТ 1

- 1) Заполните пропуски личными местоимениями.
  1. I read very many English **books**. I read \_\_\_\_\_ in the evening.
  2. Lavrov is speaking to **Mr Bell** now. He is speaking to \_\_\_\_\_ about the contract.
  3. **Kate** is my friend. I meet \_\_\_\_\_ in the office every day.
  4. My daughter is reading a **book** about London now. She is reading \_\_\_\_\_ with pleasure.
  5. I often write letters to my friends. And they often write letters to \_\_\_\_\_ too.
  6. **We** learn English. Our work helps \_\_\_\_\_ to speak English well.
- 2) Заполните пропуски притяжательными местоимениями.
  1. Mr and Mrs Baker live in London but \_\_\_\_\_ son lives in Australia.
  2. Thank you for \_\_\_\_\_ letter. It was good to hear from you again.
  3. We are going to invite all \_\_\_\_\_ friends to the party.
  4. John is a teacher but \_\_\_\_\_ sister is a nurse.
  5. Do you think that most people are happy in \_\_\_\_\_ jobs?
  6. I gave the money to my mother and she put it in \_\_\_\_\_ bag.
  7. I often see that man but I don't know \_\_\_\_\_ name.
  8. They've got two children but I don't remember \_\_\_\_\_ names.
  9. The company has offices in many places but \_\_\_\_\_ head office is in New York.
- 3) Заполните артиклями a(an), the, где необходимо.
  1. I can't find ...letter which you gave me this morning.
  2. This is...tree. ...tree is green.
  3. My friend has no...bicycle.
  4. This is...soup. ... soup is tasty.
  5. They were standing on...top of ...hill.
  6. ...sun is yellow.
  7. What ...fine day today!
  8. ...Thames is... short river.
  9. ...Philippines are situated to ...south of Asia.
  10. ...Paris is...capital of...France.
- 4) Заполните пропуски предлогами.
  1. I shall meet you ... 3 o'clock sharp.
  2. They have English ... Monday, Wednesday and Saturday.
  3. Many birds fly to the South ... autumn.
  4. Many English families gather ... Christmas.

5. I'm starting my new job ... 3 June.
  6. The pupils were writing these words ... their exercise books.
  7. In winter I usually go ... bed at ten o'clock.
  8. Please take these books ... the table.
  9. Rhona lives ... a flat near Central Park.
  10. Please take that long pencil ... your brief-case.
  11. Sara isn't interested ... sport.
  12. I'm not very good ... maths.
  13. Shakespeare was born ... 1564.
  14. Ann is ill. She has gone ... the doctor.
- 5) Вставьте формы глагола to be (am, is, are).
1. The weather... fine today.
  2. I ... not young.
  3. This case...very heavy.
  4. These cases ...very heavy.
  5. The dogs ... asleep.
  6. Look! There ... Carol.
  7. I ...hot. Can you open the window?
  8. This castle... one thousand years old.
  9. My brother and I ...good tennis players.
  10. Ann ...at home. But her children ...not at home.
  11. I ... a student. My sister ...an artist.
- 6) Раскройте скобки, употребляя глаголы в Present Simple или Present Continuous.
1. I ... (eat) porridge every day.
  2. We ... (do) our morning exercises every morning.
  3. At this moment we ... (do) exercises on tenses.
  4. I ... (live) in Moscow which is my home town.
  5. It ... (rain). Take an umbrella.
  6. I can't ... (understand) why he ... (be) so selfish.
  7. What ...you ... (do) here? I ... (buy) a newspaper.
  8. ...you ... (believe) in God?

## ВАРИАНТ 2

- 1) Заполните пропуски личными местоимениями.
1. This **information** is top secret. So, naturally, everybody is interested in \_\_\_\_\_ .
  2. Our **friends** are taking a serious exam tomorrow. We wish \_\_\_\_\_ luck.
  3. Why is this **girl** crying? Could you do something to calm \_\_\_\_\_ ?
  4. You have bad **teeth**. You should clean \_\_\_\_\_ twice a day.
  5. Call on **our** office and \_\_\_\_\_ shall help you without any delay.
  6. Jane likes **Ted**, but don't tell \_\_\_\_\_ .
- 2) Заполните пропуски притяжательными местоимениями.
1. Lavrov comes to \_\_\_\_\_ English lessons at 8 o'clock.
  2. I like \_\_\_\_\_ job.
  3. Do you like \_\_\_\_\_ job?
  4. Does your father like \_\_\_\_\_ job?
  5. Sally is married. \_\_\_\_\_ husbasnd works in a bank.
  6. I know Mr. Watson but I don't know \_\_\_\_\_ wife.
  7. Put on \_\_\_\_\_ coat when you go out. It's very cold.
  8. \_\_\_\_\_ favourite sport is tennis. I play a lot in summer.
  9. My sister plays tennis too but \_\_\_\_\_ favourite sport is athletics.
- 3) Заполните артиклями a(an), the, где необходимо.
1. Yesterday I spoke to ...man who had just returned from...expedition.
  2. ...clock is slow.



3. ...Russia is washed by ...Arctic Ocean in ...north.
  4. ...Petrov is ...architect. He is ...experienced architect.
  5. They have...son and ...daughter.
  6. What ...strange man!
  7. It is warm in... Crimea and ...Caucasus.
  8. Which country is ...Washington ... capital of?
  9. Do you see ...sun in ...sky today?
  10. In ...summer we live in ...country.
- 4) Заполните пропуски предложениями.
1. I'm sorry I can't meet you ... Tuesday as I have an appointment ... 2.30.
  2. I met her ... 1982.
  3. The school year in our country begins ... 1<sup>st</sup> of September.
  4. I get up ... 7 o'clock ... the morning.
  5. Can you meet me ... Friday afternoon?
  6. I will send you the money ... the end of this month.
  7. There is no tea ... my cup.
  8. We went ... the garden and sat ... the bench.
  9. Please go ... .. the room.
  10. My parents are not ... home. I'm going ...home for lunch now.
  11. I usually do my shopping ... the city centre.
  12. There are some wonderful shops ... Regent Street.
  13. I'm afraid ... dogs.
  14. She listens ... her CDs all the time.
- 5) Вставьте формы глагола to be (am, is, are).
1. Ben ... my friend.
  2. He ...my brother.
  3. It ...my room.
  4. ...Tommy and Billy babies?
  5. We ...students.
  6. She...a student, too.
  7. ...you a student?
  8. ...they doctors?-No, they...students.
  9. This...a cup. It...yellow.
  10. The spoons...on the table. The table...in the room.
  11. ... those men friends?
- 6) Раскройте скобки, употребляя глаголы в Present Simple или Present Continuous.
- 1) The sun ... (rise) in the east.
  - 2) Leave me alone! I ... (do) my test.
  - 3) What a smell! I expect something ... (burn)
  - 4) Bears ... (like) honey.
  - 5) Can you see who ... (sit) in the park?
  - 6) What ...this man (write)? He ... (write) a poem.
  - 7) What ...the men (do)? They ... (wait) for their friends.
  - 8) Listen! Somebody ... (play) the piano.

### ЭТАЛОН ОТВЕТОВ

		Вариант №1	Вариант №2
1	1	them	it
	2	him	them
	3	her	her
	4	it	them
	5	me	we
	6	us	him

<b>2</b>	1	their	his
	2	your	my
	3	our	your
	4	his	his
	5	their	her
	6	her	his
	7	his	your
	8	their	my
	9	its	her
<b>3</b>	1	the	the; the
	2	a; the	the
	3	-	-; the; the
	4	-; the	-; an; an
	5	the; the	a; a
	6	the	a
	7	a	the; the
	8	the; a	-; the
	9	the; the	the; the
	10	-; the; -	-; the
<b>4</b>	1	at	on; at
	2	on	in
	3	in	on
	4	at	at; in
	5	on	on
	6	in	at
	7	to	in
	8	from/off	to; on
	9	in	out of
	10	out of	at; -
	11	in	to
	12	at	in
	13	in	of
	14	to	to
<b>5</b>	1	is	is
	2	am	is
	3	is	is
	4	are	are
	5	are	are
	6	is	is
	7	am	are
	8	is	are; are
	9	are	is; is
	10	is; are	are; is
	11	am; is	are
<b>6</b>	1	eat	rises
	2	do	am doing
	3	are doing	is burning
	4	live	like
	5	is raining	is sitting
	6	understand; is	is writing; is writing

7	are doing; am buying	are doing; are waiting
8	do ... beleive	is playing

**Критерии оценок:**

100%-90% оценка «5»

80%-70% оценка «4»

60-50% оценка «3»

Менее 50% оценка «2»

**Темы 2.1.3-2.2.4**

**Оцениваемые знания:** о грамматических формах английского глагола временных групп: *Present Simple* и *Present Continuous*, о различных типах вопросов.

**Оцениваемое умение:** *распознавать* в предложениях временные группы: *Present Simple* и *Present Continuous*, *ориентироваться* в их правильном употреблении в предложении, уметь составлять различные типы вопросов.

**Формируемые компетенции:** ОК 1-9.

**Комплект измерительных материалов рубежного контроля**

**Контрольная точка №2**

**Контрольные вопросы**

1. Видовременные формы английского глагола действительного залога.
  - Simple
  - Continuous
2. Типы вопросительных предложений.

**TEST**

**Present Simple / Present Continuous**

**Вариант 1**

I. Напишите эти глаголы в 3-м лице единственного числа в *Present Simple*.

To live, to place, to hear, to look, to cry, to watch, to play, to sit, to discuss, to beg, to come, to do, to marry, to open, to wish, to stay.

II. Используйте следующие глаголы в *Present Simple*.

To go, to begin, to enjoy, to get up, to sit, to brush, to look, to clean, to leave, to get, to wash, to have.

I \_\_\_ at seven o'clock, \_\_\_ to the bathroom, \_\_\_ my teeth, \_\_\_ my face and hands and \_\_\_ my hair. Then I \_\_\_ dressed and \_\_\_ breakfast. I \_\_\_ for college at half past eight because my classes \_\_\_ at nine. After classes my friends and I usually \_\_\_ in the park, \_\_\_ at the passing people and \_\_\_ the sunshine.

III. Используйте глаголы в *Present Continuous* или в *Present Simple*.

1. Mrs. Ding usually (do) the homework in the afternoon but today she (work) in the garden.

2. Tony (go) to the reading-room after classes but today he (play) tennis.

3. Jane always (get) to school by bus but today she (walk).

4. Mr. Lewis (look) through newspapers every day but today he (read) a magazine.

5. Brian usually (watch) TV in the evening but today he (go) to the cinema.

6. Steve always (have) a bite in the morning break but today he (revise) the grammar rules.

IV. Постройте вопросы, используя глаголы в *Present Simple*.

**Model:** Ask your friend if she often goes to the cinema.

Do you often go to the cinema?

**Ask your friend Helen:**

if she lives at home;

how her father gets to work;

how she speaks English;

what games her sister usually plays;

V. Постройте вопросы, начиная со слова *who*.

1. Jenny usually does her homework in the reading-room. Who...?

2. We never speak Russian at English lessons. Who...?

**TEST**

**Present Simple / Present Continuous**

**Вариант 2**

I. Напишите эти глаголы в 3-м лице единственного числа в Present Simple.

To live, to place, to hear, to look, to cry, to watch, to play, to sit, to discuss, to beg, to come, to do, to marry, to open, to wish, to stay.

II. Дополните следующие предложения глаголами в подходящей временной форме.

To come, to work, to live, to drive, to do, to leave, to go, to help, to give, to water, to check, to take.

Laura and her brothers, Tom and John, \_\_\_ with their parents in a nice old house. Mr. Brook \_\_\_ as a customs officer. He \_\_\_ people's luggage when they \_\_\_ to England or \_\_\_ it. Mr. Brook always \_\_\_ to work by car and \_\_\_ Laura and Tom a lift to school as a rule. John \_\_\_ to the local primary school.

The father and the children always \_\_\_ their mother about the house. Mr. Brook sometimes \_\_\_ their dog for a run. Laura usually \_\_\_ flowers. And Mrs. Brook \_\_\_ the rest of the work.

III. Употребите глаголы в скобках в Present Simple или в Present Continuous.

- Where you (go), Jane?  
- To the Youth club. I always (go) there on Wednesdays.
- Look, why Bill (sit) over there?  
- Oh, he (wait) for his girl-friend. They meet every day after work.
- In this photo Paul (wash) Mr. Martin's car.  
- Oh, yes. He (work) part-time at the local garage, \_\_\_ he?
- Sorry, I can't help you. I (do) my homework.
- Greg (speak) Welsh?  
- A bit. He (live) in Cardiff, you know.
- Where (be) Mrs. Cook?  
- She (buy) ice-cream in the shop. You all (like) ice-cream, \_\_\_ you?

IV. Постройте вопросы, используя глаголы в Present Simple.

**Model:** Ask your friend if she often goes to the cinema.

Do you often go to the cinema?

**Ask your friend Helen:**

if her parents work;  
where her parents work;  
when she leaves home in the morning;  
what magazines she likes to read;

V. Постройте вопросы, начиная со слова who.

- There are some boys in the playground. Who...?
- Peter is turning the TV set on. Who...?

**ЭТАЛОН ОТВЕТОВ**

		<b>Вариант №1</b>	<b>Вариант №2</b>
<b>1</b>	1	lives	lives
	2	places	places
	3	hears	hears
	4	looks	looks
	5	cries	cries
	6	watches	watches
	7	plays	plays
	8	sits	sits
	9	discusses	discusses
	10	begs	begs
	11	comes	comes

	12	does	does
	13	marries	marries
	14	opens	opens
	15	wishes	wishes
	16	stays	stays
<b>2</b>	1	get up	live
	2	go	works
	3	clean	checks
	4	wash	come
	5	brush	leave
	6	get	drives
	7	have	gives
	8	leave	goes
	9	begin	help
	10	sit	takes
	11	look	waters
	12	enjoy	does
<b>3</b>	1	does; is working	are ... going
	2	goes; is playing	go
	3	gets; is walking	is ... sitting
	4	looks; is reading	is waiting
	5	watches; is going	is washing
	6	has; is revising	works; doesn't he
	7	-	am doing
	8	-	does ... speak
	9	-	lives
	10	-	is
	11	-	is buying;
	12	-	like; don't
<b>4</b>	1	Do you live at home?	Do your parents work?
	2	How does your father get to work?	Where do your parents work?
	3	How does she speak English?	When do you leave home in the morning?
	4	What games does your sister usually play?	What magazines do you like to read?
<b>5</b>	1	Who usually her homework in the reading-room?	Who is there in the playground?
	2	Who never speaks Russian at the English lessons?	Who is turning the TV set on?

**Критерии оценок:**

100%-90% оценка «5»

80%-70% оценка «4»

60-50% оценка «3»

Менее 50% оценка «2»

**Темы 2.2.5-2.2.7**

**Оцениваемые знания:** о грамматических формах глаголов, *системе времен действительного залога* в английском языке.

**Оцениваемое умение:** *распознавать* действительный залог в предложениях, *ориентироваться* во временных формах глагола действительного залога.

**Формируемые компетенции:** ОК 1-9.

**Комплект измерительных материалов рубежного контроля**

**Контрольная точка №3**

**Контрольные вопросы**

1. Видовременные формы английского глагола действительного залога.

- Simple
- Continuous
- Perfect
- Perfect - Continuous

**ВАРИАНТ 1**

I. Дополните предложения, выбрав соответствующие обстоятельства из правой колонки:

- |                                       |                             |
|---------------------------------------|-----------------------------|
| 1. I am translating an article        | a) <i>right now</i>         |
|                                       | b) <i>for two days</i>      |
|                                       | c) <i>every day</i>         |
| 2. I translate articles               | a) <i>since the morning</i> |
|                                       | b) <i>now</i>               |
|                                       | c) <i>every morning</i>     |
| 3. I have been translating an article | a) <i>every day</i>         |
|                                       | b) <i>now</i>               |
|                                       | c) <i>since two o'clock</i> |

II. Выберите из правой колонки слова для правильного перевода:

- |                      |                          |
|----------------------|--------------------------|
| 1. write             | a) <i>пишу(вообще)</i>   |
| 2. am writing        | b) <i>пишу (уже час)</i> |
| 3. have been writing | c) <i>пишу(сейчас)</i>   |

III. Из правой колонки выберите ту форму глагола, которую следует употребить при переводе:

- |  |                              |
|--|------------------------------|
| 1. Я учусь в университете с сентября.  | a) <i>study</i>              |
|  | b) <i>am studying</i>        |
|  | c) <i>have been studying</i> |
| 2. На доске мы пишем мелом.  | a) <i>write</i>              |
|  | b) <i>are writing</i>        |
|  | c) <i>have been writing</i>  |
| 3. Не ходите в ту аудиторию. Там студенты нашей группы пишут контрольную работу. | a) <i>write</i>              |
|  | b) <i>have been writing</i>  |
|  | c) <i>are writing</i>        |

IV. Выберите необходимую грамматическую форму глагола для выделенных слов:

- |  |                       |                              |                            |
|--|-----------------------|------------------------------|----------------------------|
| 1. Мы сдаем экзамены два раза в год.                           | a) <i>take</i>        | b) <i>are taking</i>         | c) <i>have been taking</i> |
| 2. Я учусь в университете уже несколько месяцев.               | a) <i>am studying</i> | b) <i>have been studying</i> | c) <i>study</i>            |
| 3. Я окончил школу два года назад.                             | a) <i>left</i>        | b) <i>have left</i>          | c) <i>had left</i>         |
| 4. Перед тем как поступить в университет, я работал на заводе. | a) <i>worked</i>      | b) <i>had worked</i>         | c) <i>was working</i>      |
| 5. В прошлом году в это время я сдавал экзамены.               | a) <i>took</i>        | b) <i>was taking</i>         | c) <i>had taken</i>        |

V. Употребите английский глагол в нужной видо-временной форме, не переводя всего предложения.

1. Я изучаю английский язык уже несколько лет. - *to learn*
2. На уроках мы читаем и переводим тексты, отвечаем на вопросы учителя. -  
*to read            to translate            to answer*
3. Сейчас у нас урок, мы повторяем формы английского глагола. - *to revise*
4. Мы уже написали несколько контрольных работ по этой теме. - *to write*
5. Вчера я опоздал на занятия. Когда я вошел, все писали контрольную работу уже двадцать минут. Многие уже закончили работу и сдали ее. -  
*to write                            to finish*
6. Завтра мы будем писать зачетную работу по этой теме. - *to write*

VI. Заполните таблицу видо-временными формами глагола *to learn* -учить в 1 лице единственного числа в действительном залоге.

Aspect/ Tense	Present	Past	Future
Simple			
Continuous			
Perfect			
Perfect - Continuous			

#### ВАРИАНТ 2

I. Дополните предложения, выбрав соответствующие обстоятельства из правой колонки:

- |                            |                              |
|----------------------------|------------------------------|
| 1. I watch TV              | a) <i>in the evening</i>     |
|                            | b) <i>now</i>                |
|                            | c) <i>for two hours</i>      |
| 2. I am watching TV        | a) <i>since three 'clock</i> |
|                            | b) <i>right now</i>          |
|                            | c) <i>usually</i>            |
| 3. I have been watching TV | a) <i>every day</i>          |
|                            | b) <i>now</i>                |
|                            | c) <i>since morning</i>      |

II. Выберите из правой колонки слова для правильного перевода:

- |                      |                               |
|----------------------|-------------------------------|
| 1. have been reading | a) <i>читаю(вообще)</i>       |
| 2. am reading        | b) <i>читаю(с трех часов)</i> |
| 3. read              | c) <i>читаю(сейчас)</i>       |

III. Из правой колонки выберите ту форму глагола, которую следует употребить для перевода:

- |   |                               |
|---|-------------------------------|
| 1. Я изучаю английский с четвертого класса. | a) <i>am learning</i>         |
|   | b) <i>learn</i>               |
|   | c) <i>have been learning</i>  |
| 2. Вечерами я слушаю музыку.                | a) <i>listen</i>              |
|   | b) <i>am listening</i>        |
|   | c) <i>have been listening</i> |
| 3. Не шумите! Я готовлюсь к экзамену.       | a) <i>revise</i>              |
|   | b) <i>have been revising</i>  |
|   | c) <i>are revising</i>        |

IV. Выберите необходимую грамматическую форму глагола для выделенных слов:

1. Я уже написал курсовую работу.  
a) *wrote*                            б) *was writing*                            c) *have written*
2. В конце каждого семестра они будут сдавать несколько экзаменов и зачетов.  
a) *will take*                            б) *will be taking*                            c) *will have taken*
3. Он напишет доклад к 1 декабря.  
a) *will write*                            б) *will have written*                            c) *will be writing*

4. Сейчас я пишу тест по грамматике английского языка.  
 a) *write*                      б) *am writing*                      с) *have been writing*
5. Я занимался английским языком в течение пяти лет, перед тем как поступил в институт.  
 а) *have studied*              б) *had been studying*              с) *had studied*
- V. Употребите английский глагол в нужной видо-временной форме, не переводя всего предложения.
1. Я изучаю английский язык уже несколько лет. - *to learn*
2. На уроках мы читаем и переводим тексты, отвечаем на вопросы учителя. -  
*to read*              *to translate*              *to answer*
3. Сейчас у нас урок, мы повторяем формы английского глагола. - *to revise*
4. Мы уже написали несколько контрольных работ по этой теме. - *to write*
5. Вчера я опоздал на занятия. Когда я вошел, все писали контрольную работу уже двадцать минут. Многие уже закончили работу и сдали ее. -  
*to write*                      *to finish*
6. Завтра мы будем писать зачетную работу по этой теме. - *to write*
- VI. Заполните таблицу видо-временными формами глагола *to write* – *писать* в 1 лице единственного числа в действительном залоге.

Aspect/ Tense	Present	Past	Future
Simple			
Continuous			
Perfect			
Perfect - Continuous			

#### ЭТАЛОН ОТВЕТОВ

ВАРИАНТ 1	ВАРИАНТ 2
1 задание А С С	1 задание А В С
2 задание А С В	2 задание В С А
3 задание С А С	3 задание С А С
4 задание А В А В В	4 задание С В В В В
5 задание 1. HAVE BEEN LEARNING 2. READ, TRANSLATE, ANSWER 3. ARE REVISING 4. HAVE WRITTEN 5. HAD BEEN WRITING, HAD FINISHED 6. SHALL BE WRITING	5 задание 1. HAVE BEEN LEARNING 2. READ, TRANSLATE, ANSWER 3. ARE REVISING 4. HAVE WRITTEN 5. HAD BEEN WRITING, HAD FINISHED 6. SHALL BE WRITING
6 задание	



Aspect/ Tense	Present	Past	Future
Simple	LEARN/LEARNS	LEARNED/LEARNT	SHALL/WILL LEARN
Continuous	AM/IS/ARE LEARNING	WAS/WERE LEARNING	SHALL/WILL BE LEARNING
Perfect	HAVE/HAS LEARNED/LEARNT	HAD LEARNED/LEARNT	SHALL/WILL HAVE LEARNED/LEARNT
Perfect Continuous	HAVE/HAS BEEN LEARNING	HAD BEEN LEARNING	SHALL/WILL HAVE BEEN LEARNING

**Критерии оценок:**

- 100%-90% оценка «5»
- 80%-70% оценка «4»
- 60-50% оценка «3»
- Менее 50% оценка «2»

**Темы 2.2.8-2.2.11**

**Оцениваемые знания:** о грамматических формах глаголов, *системе времен страдательного залога* в английском языке.

**Оцениваемое умение:** *распознавать* залоги в предложениях (действительный и страдательный), *ориентироваться* во временных формах глагола страдательного залога.

**Формируемые компетенции:** ОК 1-9.

**Комплект измерительных материалов рубежного контроля**

**Контрольная точка №4**

**Контрольные вопросы**

1. Видовременные формы английского глагола страдательного залога.
  - Simple
  - Continuous
  - Perfect

**THE PASSIVE VOICE**

**Вариант 1**

1. Выберите глагольные формы в страдательном залоге.  
1. read 2. said 3. is written 4. was asked 5. will find 6. are taken 7. were done  
8. votes
2. Найдите ошибку в форме сказуемого. Исправьте ошибку.
  1. A new school is building here now.
  2. Little children usually take for a walk.
  3. The test was being wrote by the students when I came into the room.
3. Выберите правильный вариант перевода следующего предложения.
  1. Jack's house was robbed yesterday.
    - а) Вчера Джек ограбил дом.
    - б) Вчера был ограблен дом Джека.
  2. The new book was much spoken about.
    - а) Новая книга говорила о многом.
    - б) О новой книге много говорили.
4. Выберите нужную форму глагола в действительном или страдательном залоге.
  1. Mr. McDonald ..... by the students to give a lecture on Scottish Literature.
    - а) asked
    - б) was asked
  2. The article ... by the students at the moment.

- a) is being translated  
b) is translating

## THE PASSIVE VOICE

### Вариант 2

1. Выберите глагольные формы в страдательном залоге.  
1. will be elected 2. am appointed 3. drank 4. will be built 5. has brought 6. have been typed 7. was lost 8. will have sold
2. Найдите ошибку в форме сказуемого. Исправьте ошибку.  
1. The play will discussed next week.  
2. He was tell the news only yesterday.  
3. The work is done at the moment.
3. Выберите правильный вариант перевода следующего предложения.  
1. The purse had been lost before his sister gave him the money.  
а) Кошелек потерялся до того, как его сестра дала ему деньги.  
б) Кошелек потеряла его сестра до того, как она дала ему деньги.
2. His behaviour is influenced by his elder brother.  
а) Его поведение влияет на его старшего брата.  
б) На его поведение влияет его старший брат.
4. Выберите нужную форму глагола в действительном или страдательном залоге.  
1. George ... that his wife had phoned him.  
а) was told  
б) told
2. The child ... to bed by his mother.  
а) has put  
б) has been put

### ЭТАЛОН ОТВЕТОВ

		Вариант №1	Вариант №2
<b>1</b>	1	is written	will be elected
	2	was asked	am appointed
	3	are taken	will be built
	4	were done	have been typed
	5		was lost
<b>2</b>	1	is being built	will be discussed
	2	are taken	was told
	3	was being written	is being done
<b>3</b>	1	b)	a)
	2	b)	b)
<b>4</b>	1	b)	a)
	2	a)	b)

### Критерии оценок:

- 100%-90% оценка «5»  
80%-70% оценка «4»  
60-50% оценка «3»  
Менее 50% оценка «2»

### Темы 2.3.1-2.3.4

**Оцениваемые знания:** о грамматических формах глаголов, системе времен действительного и страдательного залогов в английском языке, правилах согласования грамматических форм английского глагола.

**Оцениваемое умение:** распознавать залоги в предложениях (действительный и страдательный), ориентироваться во временных формах глагола и уметь согласовывать их.

**Формируемые компетенции:** ОК 1-9.

**Комплект измерительных материалов рубежного контроля  
Контрольная точка №5  
Контрольные вопросы**

1. Видовременные формы английского глагола действительного и страдательного залогов.
- Simple
  - Continuous
  - Perfect
  - Perfect - Continuous

**English Tenses**

**Вариант 1**

I. Выберите нужную форму глагола для перевода следующих предложений:

- |   |                         |
|---|-------------------------|
| 1. Этот дом строился, когда я вернулся в город.     | a) was built            |
|   | b) was being built      |
|   | c) had been built       |
| 2. Новые дома строят каждый день.                   | a) are being built      |
|   | b) are built            |
|   | c) have been built      |
| 3. Я уверен, что дом построят к Новому году.        | a) will be built        |
|   | b) is been built        |
|   | c) will have been built |
| 4. Сейчас здесь строится новый дом.                 | a) is being built       |
|   | b) is building          |
|   | c) is built             |
| 5. Этот дом был уже построен, когда я приехал сюда. | a) has been built       |
|   | b) was built            |
|   | c) had been built       |
| 6. Много домов будет построено в следующем месяце.  | a) will built           |
|   | b) will have been built |
|   | c) will be built        |
| 7. Этот дом только что выстроили .                  | a) had built            |
|   | b) has been built       |
|   | c) was built            |
| 8. Этот дом строится уже несколько месяцев.         | a) has been built       |
|   | b) is being built       |
|   | c) is built             |

II. Выберите нужную форму: Active or Passive.

1. Millions of trees *destroy/are destroyed* by pollution every year.
2. The news *announced/was announced* earlier today.
3. A valuable picture *stole/was stolen* from our local art gallery yesterday.
4. The Nobel Prize *invented/was invented* by Alfred Nobel, a Swedish engineer and chemist.
5. Miners *have given/have been given* a new pay rised by the government.
6. America *discovered/was discovered* by Christopher Columbus in 1492.
7. The Mona Lisa by Leonardo da Vinci *keeps/is kept* in Louvre in Paris.
8. Monaco *attracts/is attracted* many tourists to its casinos in Monte Carlo.

III. К данным английским предложениям подберите соответствующую им по смыслу правильную глагольную форму.

1. I \_\_\_\_\_ the University in 1997.
  - a. have entered
  - b. was entered
  - c. entered

2. While I \_\_\_\_\_ at the bank I attended the preliminary courses.
  - a. was worked
  - b. was working
  - c. have worked
3. The computer \_\_\_\_\_ in every field of national economy.
  - a. used
  - b. is used
  - c. is using
4. New methods of computation \_\_\_\_\_ at the research centre.
  - a. have introduced
  - b. was introduced
  - c. were introduced
5. She \_\_\_\_\_ to become an economist.
  - a. goes
  - b. went
  - c. is going
6. The floor in the bedroom \_\_\_\_\_ with a beautiful carpet.
  - a. covers
  - b. is covered
  - c. is covering
7. These products \_\_\_\_\_ in the shop yesterday.
  - a) sold
  - b) were sold
  - c) sell
8. At the moment the specialists \_\_\_\_\_ data about programming control.
  - a) collect
  - b) are collecting
  - c) have been collecting
9. During the whole of the last year these specialists \_\_\_\_\_ new materials.
  - a) studied
  - b) are studying
  - c) were studying
10. I am sure the work ... tomorrow.
  - a) is finished
  - b) finished
  - c) will finished
  - d) will be finished
11. The rule ... at the last lesson.
  - a) was not explained
  - b) not was explained
  - c) didn't explain
  - d) not explained
12. Our hotel room ... before we got there.
  - a) was cleaned
  - b) had been cleaned
  - c) is cleaned
  - d) will be cleaned
13. When ... to our head office?
  - a) will be the letters sent
  - b) will the letters sent
  - c) the letters will be sent
  - d) will the letters be sent

14. When you come tomorrow you ... everything you need.
  - a) will be given
  - b) were given
  - c) will give
  - d) given
15. The door ... yellow a few days ago.
  - a) painted
  - b) had been painted
  - c) was painted
  - d) had painted
16. The show ... before we got to the theatre.
  - a) had started
  - b) started
  - c) had been started
  - d) was started
17. Some new schools ... next year.
  - a) will build
  - b) will be built
  - c) are built
  - d) will built
18. My favourite book ... a great poet.
  - a) wrote by
  - b) was written from
  - c) wrote from
  - d) was written by

IV. Употребите глаголы в скобках в нужном залоге и времени.

1. English \_\_\_\_\_ (speak) by many people of the world.
2. They \_\_\_\_\_ (speak) English to each other to communicate easily.
3. The telephone \_\_\_\_\_ (invent) by Alexander Graham Bell.
4. America \_\_\_\_\_ (discover) by Columbus.
5. Ferraris \_\_\_\_\_ (manufacture) in Italy.
6. That movie has terrible violence in it, so it \_\_\_\_\_ (not show) to people under 18 years of age.
7. Today's newspaper has a shocking headline, so it \_\_\_\_\_ (sell) very well.

### English Tenses

#### Вариант 2

I. Выберите нужную форму для перевода следующих предложений:

- |  |                         |
|--|-------------------------|
| 1. Сейчас здесь показывают новый фильм.              | a) is showing           |
|  | b) is being shown       |
|  | c) is shown             |
| 2. Этот фильм только что показали.                   | a) was shown            |
|  | b) had shown            |
|  | c) has been shown       |
| 3. Этот фильм уже был показан, когда я приехал сюда. | a) has been shown       |
|  | b) had been shown       |
|  | c) was shown            |
| 4. Я уверен, что фильм покажут к концу недели.       | a) will be shown        |
|  | b) is being shown       |
|  | c) will have been shown |

- |   |   |
|---|---|
| 5. Это фильм показывали, когда я вернулся в город.  | a) was being shown<br>b) had been shown<br>c) was showing |
| 6. Много фильмов будет показано в следующем месяце. | a) will be shown<br>b) will show<br>c) will have shown    |
| 7. Новые фильмы показывают каждый день.             | a) have been shown<br>b) are being shown<br>c) are shown  |
| 8. Этот фильм показывают уже месяц.                 | a) is being shown<br>b) has been shown<br>c) is shown     |

II. Выберите нужную форму: Active or Passive.

1. Football *play/is played* all over the world.
2. Walt Disney *created/was created* the cartoon character Mickey Mouse.
3. Millions of cars *export/are exported* from Japan every year.
4. This issue *discussed/was discussed* at the last meeting.
5. Several languages *speak/are spoken* in Switzerland.
6. President John Kennedy *assassinated/was assassinated* in Dallas in 1963.
7. Tony Blair *arrived/was arrived* in Moscow yesterday. Later he interviewed/*was interviewed* on Russian TV.
8. The Nobel Prize *invented/was invented* by Alfred Nobel, a Swedish engineer and chemist.

III. К данным английским предложениям подберите соответствующую им по смыслу правильную глагольную форму.

1. The special system of training economists \_\_\_\_\_ to produce well-prepared experts.
  - a) designed
  - b) was designed
  - c) is designing
2. Books on various subjects \_\_\_\_\_ through the library.
  - a) obtain
  - b) be obtained
  - c) are obtained
3. The teaching of statistics \_\_\_\_\_ according to the syllabus.
  - a) arranged
  - b) is arranged
  - c) arranges
4. The authorities of the University \_\_\_\_\_ school hours almost equally between lectures and practical studies.
  - a) are divided
  - b) have been divided
  - c) divided
5. The undergraduates \_\_\_\_\_ general education subjects as well as special subjects.
  - a) are studied
  - b) study
  - c) have been studied
6. He says that the defective parts \_\_\_\_\_.
  - a) have been replaced
  - b) has been replaced
  - c) was replaced
7. He \_\_\_\_\_ the company for three years.
  - a) is being run

- b) has been running  
c) was running
8. We \_\_\_\_\_ those pavilions for a long time.  
a) have been looking for  
b) has looked for  
c) are looking for
9. Last year my friends and I ... to take part in a TV programme.  
a) invited  
b) invite  
c) were invited  
d) are invited
10. Some new metro stations ... in Moscow now.  
a) will be built  
b) are building  
c) are being built  
d) are built
11. I think the article ... tomorrow in the evening.  
a) will be translated  
b) will be translating  
c) have been translated  
d) will translate
12. How many cars ... in the accidents on this road so far?  
a) have damaged  
b) had been damaged  
c) had damaged  
d) have been damaged
13. John ... his ankle while he was playing football.  
a) has sprained  
b) sprained  
c) has been sprained  
d) was sprained
14. 1,000 children ... every year in this city.  
a) are born  
b) will be born  
c) were born  
d) born
15. This recipe ... for several centuries.  
a) was known  
b) has been known  
c) had been known  
d) is known
16. This man ... five people before the building exploded.  
a) saved  
b) has saved  
c) had been saved  
d) had saved
17. This phenomenon ... for five years and now they publish their book.  
a) has been studied  
b) has been studying  
c) was being studied  
d) was studied
18. When we entered the wall ... bright yellow.

- a) was painted
- b) was been painted
- c) was painting
- d) was being painted

IV. Употребите глаголы в скобках в нужном залоге и времени.

1. More cars \_\_\_\_\_ (build) in the Detroit area than anywhere else in the USA.
2. My mum \_\_\_\_\_ (tell) she will get better wages next month.
3. I'm very sorry we couldn't repair your car today, but it \_\_\_\_\_ (repair) tomorrow.
4. The bank robber didn't get far. He \_\_\_\_\_ (catch) near London last night.
5. In 1921 Ireland \_\_\_\_\_ (divide) into Northern Ireland and the Republic of Ireland.
6. It completely \_\_\_\_\_ (destroy) by fire in 1745.
7. Every four years a new president \_\_\_\_\_ (elect) in the USA.

**ЭТАЛОН ОТВЕТОВ**

		<b>Вариант №1</b>	<b>Вариант №2</b>
<b>1</b>	1	b)	b)
	2	b)	c)
	3	c)	b)
	4	c)	c)
	5	c)	a)
	6	c)	a)
	7	b)	c)
	8	a)	b)
<b>2</b>	1	are destroyed	is played
	2	was announced	created
	3	was stolen	are exported
	4	was invented	was discussed
	5	have been given	are spoken
	6	was discovered	was assassinated
	7	is kept	arrived
	8	attracts	was invented
<b>3</b>	1	c)	b)
	2	b)	c)
	3	b)	b)
	4	c)	c)
	5	c)	b)
	6	b)	a)
	7	b)	b)
	8	b)	a)
	9	c)	c)
	10	d)	c)
	11	a)	a)
	12	b)	b)
	13	d)	b)
	14	a)	a)
	15	c)	b)
	16	a)	d)
	17	b)	b)
	18	d)	d)
<b>4</b>	1	is spoken	are built
	2	speak	is told
	3	was invented	will be repaired



	4	was discovered	was caught
	5	are manufactured	was divided
	6	is not shown	was destroyed
	7	is sold	is elected

**Критерии оценок:**

100%-90% оценка «5»

80%-70% оценка «4»

60-50% оценка «3»

Менее 50% оценка «2»

**Темы 2.3.5-2.3.8**

**Оцениваемые знания:** о модальных глаголах и их эквивалентах в английском языке.

**Оцениваемое умение:** распознавать модальные глаголы и их эквиваленты в предложениях, ориентироваться в различных оттенках их переводов.

**Формируемые компетенции:** ОК 1-9.

**Комплект измерительных материалов рубежного контроля**

**Контрольная точка №6**

**Контрольные вопросы**

1. Модальные глаголы.
2. Эквиваленты модальных глаголов.

**Modal Verbs**

**1. Переведите на русский язык.**

1. He must have sold his piano.
2. He may have sold his piano.
3. He might have sold his piano.
4. He can't have sold his piano.
5. He should have sold his piano.
6. He shouldn't have sold his piano.
7. He needn't have sold his piano.
8. He didn't have to sell his piano.
9. He had to sell his piano.
10. He was to sell his piano.

**2. Переведите на английский язык.**

1. Они, должно быть, уехали в Нью-Йорк.
2. Они, возможно, уехали в Нью-Йорк.
3. Может быть, они и уехали в Нью-Йорк (хотя едва ли).
4. Не может быть, что они уехали в Нью-Йорк
5. Им следовало уехать в Нью-Йорк (а они не уехали).
6. Им не следовало уезжать в Нью-Йорк (а они уехали).
7. Они могли и не уезжать в Нью-Йорк (а они уехали).
8. Им незачем было уезжать в Нью-Йорк (они и не уехали).
9. Им пришлось уехать в Нью-Йорк.
10. Им предстояло уехать в Нью-Йорк.

**3. Вставьте подходящие модальные глаголы (*must, can, need*),**

1. If you want to improve your English, you ... work very hard.
2. ... I take this book? — Certainly, but you ... not give it to anybody.
3. Mother, ... I go to the country tomorrow? — No, you ... not. The doctor says you ... stay at home for a day or two.
4. There is something wrong with your television-set. You ... call a repair-man. — Oh, we ... not do, it! My brother ... fix it himself.
5. ... we bring these text-books every day? — No, you ... not: you ... take them from the library.
6. ... you go to the country with us? — No, I am afraid I ... not: I ... go to the library.

**Переведите на английский язык, употребляя подходящие по смыслу модальные глаголы (*can, can't, may, must, needn't, shouldn't*).**

1. Она, должно быть, дома сейчас. 2. Она, должно быть, была дома вчера. 3. Мы, может быть, придем к вам завтра. 4. Они, может быть, приходили к нам вчера, но нас не было дома. 5. Он, должно быть, видел этот памятник, когда был в вашем городе. 6. Он, может быть, видел этот памятник, когда был в вашем городе. 7. Не может быть, что он знает эту картину. 8. Не может быть, что он видел эту картину. 9. Ты можешь пойти туда: я не возражаю. 10. Ты можешь пойти туда: это совсем близко. 11. Ты не можешь пойти туда: ты не знаешь адреса. 12. Ты можешь не ходить туда: я могу им позвонить. 13. Ты не должен идти туда: они очень плохие люди. 14. Ты мог и не ходить туда вчера. 15. Тебе следует пойти туда: они тебя ждут. 16. Тебе следовало пойти туда вчера. 17. Тебе не следовало ходить туда вчера.

**Критерии оценок:**

100%-90% оценка «5»

80%-70% оценка «4»

60-50% оценка «3»

Менее 50% оценка «2»

**Темы 2.3.9-2.3.12**

**Оцениваемые знания:** о *неличных формах глагола, грамматических формах и функциях инфинитива, инфинитивных конструкциях* в английском языке.

**Оцениваемое умение:** *распознавать* различные формы инфинитива и инфинитивных конструкций в предложениях (сложное дополнение + инфинитив и сложное подлежащее + инфинитив).

**Формируемые компетенции:** ОК 1-9.

**Комплект измерительных материалов рубежного контроля**

**Контрольная точка №7**

**Контрольные вопросы**

1. Неличные формы глагола. Инфинитив.
2. Грамматические формы и функции инфинитива.
3. Инфинитивные конструкции.
4. Объектный инфинитивный оборот.
5. Субъектный инфинитивный оборот.

**Infinitive**

**Вариант 1**

**Задание 1. Выберите и запишите предложения, в которых инфинитив употребляется в функции**

**1) определения 2) обстоятельства.**

1. *The purpose of this computer is to calculate data.*
2. *Programming a computer involves analyzing the problem to be solved and a plan to solve it.*
3. *The products to be sold have been just sent to the shop.*
4. *To translate this text I need a dictionary.*
5. *To produce these goods requires a lot of time*

**Задание 2. Выберите русское предложение, наиболее точно соответствующее по смыслу английскому предложению.**

1. He wanted his problem to be written in Basic.
  - a) Он хотел написать программу на языке Бейсик.
  - b) Он хотел, чтобы программа была написана на языке Бейсик.
  - c) Ему нужна программа, написанная на языке Бейсик.
2. These students are known to have passed all the exams successfully.

- a) Известные студенты сдали все экзамены успешно.
  - b) Известно, что эти студенты сдали все экзамены успешно.
  - c) Очевидно, что эти студенты сдадут все экзамены успешно.
3. They seem to have learned all the rules.
- a) Им кажется, что они выучили все правила.
  - b) Кажется, они выучили все правила.
  - c) Кажется, они учат все правила.
4. We believe his conclusion to be wrong.
- a) Мы считаем, что его заключение ошибочное.
  - b) Мы верим ему, что его заключение ошибочное.
  - c) Мы верим его заключению, что это неверно.
5. Scientists wanted the new methods of investigations to be introduced in the laboratories.
- a) Ученые хотели ввести новые методы исследования в лабораториях.
  - b) В лабораториях, вводящих новые методы исследования, работали ученые.
  - c) Ученые хотели, чтобы новые методы исследования были введены в лаборатории.

**Задание 3. Подчеркните объектный инфинитивный оборот и переведите предложения.**

1. He was so pleased that he ordered this entertainment to be continued for several days.
2. Suddenly I felt somebody pull me by sleeve and strange voice whispered “ Look here! “.
3. I want you to tell me everything that happened from the time we parted yesterday.
4. We supposed all the details of the plan to have been explained to you long ago.

**Задание 4. Подчеркните субъектный инфинитивный оборот и переведите предложения.**

1. Yablochkov is known to be the inventor of the electric candle.
2. All the members of the committee are reported to have been enthusiastic about the plan.
3. “ Hamlet “ is considered to be the summit of Shakespeare s art.
4. Substances are known to burn when unite with the oxygen of the air.

### Infinitive Вариант 2

**Задание 1. Выберите и запишите предложения, в которых инфинитив употребляется в функции**

**1) определения 2) обстоятельства.**

1. *The data to be output may consist of as many as 64 digits from the electronic unit and up to 24 characters from the tabulator storage unit.*
2. *Luna 15 has orbited and soft-landed on the Moon to conduct experiments.*
3. *The problem to be investigated is set up from the electronic computer model.*
4. *A computer can be programmed with the contours and specifications of the part to be designed.*
5. *A problem to be solved by a digital computer must be expressed in mathematical terms.*

**Задание 2. Выберите русское предложение, наиболее точно соответствующее по смыслу английскому предложению.**

1. He wanted his problem to be written in Basic.
  - a. Он хотел написать программу на языке Бейсик.
  - b. Он хотел, чтобы программа была написана на языке Бейсик.
  - c. Ему нужна программа, написанная на языке Бейсик.
2. These students are known to have passed all the exams successfully.
  - a. Известные студенты сдали все экзамены успешно.
  - b. Известно, что эти студенты сдали все экзамены успешно.
  - c. Очевидно, что эти студенты сдадут все экзамены успешно.
3. They seem to have learned all the rules.

- a. Им кажется, что они выучили все правила.
  - b. Кажется, они выучили все правила.
  - c. Кажется, они учат все правила.
4. We believe his conclusion to be wrong.
- a. Мы считаем, что его заключение ошибочное.
  - b. Мы верим ему, что его заключение ошибочное.
  - c. Мы верим его заключению, что это неверно.
5. Scientists wanted the new methods of investigations to be introduced in the laboratories.
- a. Ученые хотели ввести новые методы исследования в лабораториях.
  - b. В лабораториях, вводящих новые методы исследования, работали ученые.
  - c. Ученые хотели, чтобы новые методы исследования были введены в лабораториях.

**Задание 3. Подчеркните объектный инфинитивный оборот и переведите предложения.**

1. We expect him to come tomorrow with his sister.
2. He heard the woman say something to her son.
3. It was evident she didn't want me to know the truth.
4. I was sitting quietly at my table when I heard something jump in at the window and then run about from one side of the room to the other.

**Задание 4. Подчеркните субъектный инфинитивный оборот и переведите предложения.**

1. The years that he had spent abroad seemed to have taught him much.
2. He is supposed to be one of the greatest writers of our time.
3. He appeared to be quite another man.
4. Shakespeare is known to have been an actor and playwright in one of the leading companies of players at the end of 1580.

**ЭТАЛОН ОТВЕТОВ**

		<b>Вариант №1</b>	<b>Вариант №2</b>
<b>1</b>	1	<i>is to calculate, обсм.</i>	<i>The data to be output, onped.</i>
	2	<i>to be solved and a plan to solve, обсм.</i>	<i>to conduct experiments, обсм.</i>
	3	<i>to be sold, onped.</i>	<i>The problem to be investigated, onped.</i>
	4	<i>To translate this text, обсм.</i>	<i>to be designed, обсм.</i>
	5	<i>To produce these goods, обсм.</i>	<i>A problem to be solved, onped.</i>
<b>2</b>	1	b)	b)
	2	b)	b)
	3	b)	b)
	4	b)	b)
	5	c)	c)
<b>3</b>	1	ordered this entertainment to be	expect him to come
	2	felt somebody pull	heard the woman say
	3	want you to tell	want me to know
	4	supposed all the details of the plan to have been explained	heard something jump
<b>4</b>	1	Yablochkov is known	seemed to have taught

		to be	
	2	are reported to have been	He is supposed to be
	3	“ Hamlet “ is considered to be	appeared to be
	4	Substances are known to burn	Shakespeare is known to have been

**Критерии оценок:**

100%-90% оценка «5»

80%-70% оценка «4»

60-50% оценка «3»

Менее 50% оценка «2»

**Темы 2.4.1-2.4.3**

**Оцениваемые знания:** о *неличных формах глагола, грамматических формах и функциях причастия, причастных оборотах и герундии* в английском языке

**Оцениваемое умение:** *распознавать* различные формы причастий и герундия в предложениях.

**Формируемые компетенции:** ОК 1-9.

**Комплект измерительных материалов рубежного контроля**

**Контрольная точка №8**

**Контрольные вопросы**

1. Неличные формы глагола. Причастие 1е и 2е.
2. Функции Причастия 1ого и 2ого.
3. Причастные обороты.
4. Герундий. Формы и функции.

**Герундий. Причастие.**

**Вариант 1**

**Задание I. Подчеркните герундий, переведите предложения.**

1. We have now finished programming the computer for the experiment.
2. Distinguishing between cause and effect is sometimes very difficult.
3. A good scientist enjoys solving difficult problems.
4. In planning a series of experiments, the scientific worker ought to be aware of the general nature of the problem under investigation.
5. Maintaining apparatus in good condition helps students to make experiments.

**Задание II. Определите функцию герундия и переведите предложения.**

1. Travelling in the jungle of Central Africa is rather dangerous because of the great number of wild animals there.
2. Men learned hundreds of years ago to use animals for carrying and pulling loads.
3. But even in his books Stevenson avoided touching upon the social contradictions of his time.
4. By thoroughly working the soil the collective farmers obtained a record crop.
5. On his returning to his native country in 1867 Hardy worked as an architect for several years.

**Задание III. Выпишите предложения, в которых встречаются 1) герундий и 2) причастие, определите их функции, переведите предложения.**

1. Adding numbers is the easiest process in the system of calculation.
2. Of course we are limited today by computer size and especially by our understanding of what we try to model.
3. A new computer will be used for all types of data processing and scientific data handling.

4. Having made a great number of experiments with different devices the research group chose the best one for practical work.

5. New technical developments have occurred for processing educational data and for organizing instructional material in the classroom.

**Задание IV. Подчеркните сложные герундиальные обороты и переведите предложения.**

1. Your having written letter is really no excuse for your not having come on the fixed day.

2. He didn't remember ever having been in this place before.

3. Only his extremely poor state of health saved him from being executed.

4. On investigating the situation Suvorov found that the difficulties in the way of storming the fortress far exceeded his expectations.

5. He said that he was forced to arrest them for not having obeyed his orders.

### **Герундий. Причастие.**

#### **Вариант 2**

**Задание I. Подчеркните герундий, переведите предложения.**

1. The process of solving a problem by analogy may often give good results.

2. The manager succeeded in developing several projects every year.

3. Our research group finished recording the results of the experiments.

4. Let us begin by examining what is done by each student.

5. We have now finished programming the computer for the experiment.

**Задание II. Определите функцию герундия и переведите предложения.**

1. It was his aim to reach the Indies by sailing to the west.

2. They put on their skates and began describing circles and figures of eight on the smooth surface.

3. In three weeks I made great progress in learning their language.

4. When night came all hope of returning safely to land was gone.

5. In describing Robinson's life on the island, Defoe glorifies human labour.

**Задание III. Выпишите предложения, в которых встречаются 1) герундий и 2) причастие, определите их функции, переведите предложения.**

1. Most primary information is gathered by asking consumers questions or by observing their behaviour.

2. This involves working out the cost of particular business activity.

3. Transporting products is concerned with how goods can be physically delivered to markets.

4. The next question of the discussion is making a program for the computer.

5. Adding numbers is the easiest process in the system of calculation.

**Задание IV. Подчеркните сложные герундиальные обороты и переведите предложения.**

1. On hearing that my friend did not mind our coming to him so late, we put on our coats and started at once.

2. They objected to being asked to wait.

3. What was the reason for his having left our town so suddenly?

4. He was sorry for not having visited his friend.

5. Your having written letter is really no excuse for your not having come on the fixed day.

### **ЭТАЛОН ОТВЕТОВ**

		<b>Вариант №1</b>	<b>Вариант №2</b>
<b>1</b>	1	programming	solving
	2	Distinguishing	developing

	3	solving	recording
	4	planning, investigation.	examining
	5	Maintaining	programming
<b>2</b>	1	подлежащее	обстоятельство
	2	дополнение	дополнение
	3	дополнение	дополнение
	4	обстоятельство	дополнение
	5	обстоятельство	обстоятельство
<b>3</b>	1	герундий, подлежащ.	герундий, обст.
	2	герундий, обст.	герундий, дополн.
	3	герундий, дополн.	герундий, подлежащ.
	4	причастие 1, обст.	герундий, сказ.
	5	герундий, дополн.	герундий, подлежащ.
<b>4.</b>	1	no excuse for your not having ...	On hearing ...
	2	ever having ...	to being ...
	3	from being ...	for his having ...
	4	On investigating ... the way of storming ...	for not having ...
	5	for not having	no excuse for your not having ...

**Критерии оценок:**

100%-90% оценка «5»

80%-70% оценка «4»

60-50% оценка «3»

Менее 50% оценка «2»

**Темы 2.4.3-2.4.7**

**Оцениваемые знания:** о правилах перевода прямой речи в косвенную, правилах оформления различных типов предложений в косвенной речи в английском языке.

**Оцениваемое умение:** преобразовывать прямую речь в косвенную, распознавать различные типы предложений в косвенной речи.

**Формируемые компетенции:** ОК 1-9.

**Комплект измерительных материалов рубежного контроля**

**Контрольная точка №9**

**Контрольные вопросы**

1. Правила перевода прямой речи в косвенную.
2. Наречия времени косвенной речи.
3. Различные типы предложений в косвенной речи.

**Direct and Indirect Speech**

**Вариант 1**

**I.**

- a) Меняется ли время глагола-сказуемого в придаточном предложении, если глагол-сказуемое употребляется в главном предложении в настоящем или будущем времени?
- b) Меняется ли время глагола-сказуемого в придаточном предложении, если глагол-сказуемое употребляется в главном предложении в одном из прошедших времен?

с) Запишите правила согласования времен:

ПРЯМАЯ РЕЧЬ	КОСВЕННАЯ РЕЧЬ
Present Simple	...
Present Continuous	
Present Perfect	
Present Perfect-Continuous	
Future Simple	
Future Continuous	
Future Perfect	
Future Perfect-Continuous	
Past Simple	
Past Continuous	
Past Perfect	
Past Perfect-Continuous	

II. Какую из данных в правой колонке форм вы употребили бы при переводе дополнительных придаточных предложений:

- |  |   |
|--|---|
| 1. Я не знал, что вы заняты  | a) are busy<br>b) were busy<br>c) have been busy                |
| 2. Он сказал, что никогда не был в Киеве                                     | a) had never been<br>b) has never been<br>c) never was          |
| 3. Он сказал, что будет занят сегодня.                                       | a) would be busy<br>b) will be busy<br>c) is busy               |
| 4. Мы хотели знать, напишет ли он нам письмо к 1 мая.                        | a) would have written<br>b) would write<br>c) will have written |
| 5. Он спросил нас, сколько времени уходит на то, чтобы доехать до института. | a) takes<br>b) will take<br>c) took                             |

III. Какими словами нужно заменить следующие при обращении прямой речи в косвенную, если сказуемое главного предложения стоит в прошедшем времени:

Прямая речь	Косвенная речь
now-	
here-	
tomorrow-	
last night-	

IV. Переведите только выделенные глаголы:

**A**

- Он сказал, что он живет в Москве.
- Сестра написала мне, что она окончила школу в прошлом году.
- Он говорит, что он приедет в Москву.
- Он сказал, что он поедет в командировку в следующем месяце..
- Он говорит, что пойдет в отпуск на следующей неделе.

**B**

- Он сказал, что он
- перевел статью вчера.
  - переводит статьи хорошо.
  - уже перевел статью.
  - переведет статью завтра.

**C**



Он говорит, что он

1. переводит статьи хорошо.
2. переводит статьи сейчас.
3. перевел статью вчера.
4. перевел статью уже.
5. переведет статью завтра.

### Direct and Indirect Speech Вариант 2

I.

- a) Меняется ли время глагола-сказуемого в придаточном предложении, если глагол-сказуемое употребляется в главном предложении в настоящем или будущем времени?
- b) Меняется ли время глагола-сказуемого в придаточном предложении, если глагол-сказуемое употребляется в главном предложении в одном из прошедших времен?
- c) Запишите правила согласования времен.

ПРЯМАЯ РЕЧЬ	КОСВЕННАЯ РЕЧЬ
Present Simple	...
Present Continuous	
Present Perfect	
Present Perfect-Continuous	
Future Simple	
Future Continuous	
Future Perfect	
Future Perfect-Continuous	
Past Simple	
Past Continuous	
Past Perfect	
Past Perfect-Continuous	

II. Какую из данных в правой колонке форм вы употребили бы при переводе дополнительных придаточных предложений:

- |   |   |
|---|---|
| 1. Он сказал, что никогда не видел этот фильм.                  | a) had seen<br>b) saw<br>c) have seen                                   |
| 2. Я поинтересовался, будет ли закончена работа к концу недели. | a) will have finished<br>b) would have been finished<br>c) would finish |
| 3. Мы не знали, что он работает здесь.                          | a) worked<br>b) was worked<br>c) works                                  |
| 4. Он сказал, что будет помогать нам.                           | a) will help<br>b) is helped<br>c) would help                           |
| 5. Они спросили, сдает ли он экзамены сейчас.                   | a) was being taken<br>b) was taking<br>c) is taking                     |

III. Какими словами нужно заменить следующие при обращении прямой речи в косвенную, если сказуемое главного предложения употреблено в форме прошедшего времени:

**Прямая речь**  
this, these  
today

**Косвенная речь**

yesterday  
last year

IV. Переведите только выделенные глаголы:

**A**

1. Он сказал, что он живет в Москве.
2. Сестра написала мне, что она окончила школу в прошлом году.
3. Он говорит, что он приедет в Москву.
4. Он сказал, что он поедет в командировку в следующем месяце..
5. Он говорит, что пойдет в отпуск на следующей неделе.

**B**

- Она сказала, что
1. уже ходила в театр.
  2. пойдет в театр завтра.
  3. идет в театр сейчас.
  4. ходила в театр вчера.

**C**

- Он говорит, что он
1. переводит статьи хорошо.
  2. переводит статьи сейчас.
  3. перевел статью вчера.
  4. перевел статью уже.
  5. переведет статью завтра.

**ЭТАЛОН ОТВЕТОВ**

		<b>Вариант №1</b>	<b>Вариант №2</b>
<b>1</b>	1	нет	нет
	2	да	да
	3	Past Simple	Past Simple
	4	Past Continuous	Past Continuous
	5	Past Perfect	Past Perfect
	6	Past Perfect Conti- nuous	Past Perfect Conti- nuous
	7	Future Simple in the Past	Future Simple in the Past
	8	Future Continuous in the Past	Future Continuous in the Past
	9	Future Perfect in the Past	Future Perfect in the Past
	10	Future Perfect Conti- nuous in the Past	Future Perfect Conti- nuous in the Past
	11	Past Perfect	Past Perfect
	12	Past Perfect Conti- nuous	Past Perfect Conti- nuous
	13	Past Perfect	Past Perfect
	14	Past Perfect Conti- nuous	Past Perfect Conti- nuous
<b>2</b>	1	b)	a)
	2	a)	b)
	3	a)	a)
	4	a)	c)
	5	c)	b)
<b>3</b>	1	then	that, those
	2	there	that day

	3	the next day the following day	the day before the previous day
	4	the previous night the night before	the day before the previous day
<b>4 A</b>	1	lived	lived
	2	had left	had left
	3	will come	will come
	4	would go	would go
	5	will go	will go
<b>B</b>	1	had translated	had gone
	2	translated	would go
	3	had translated	was going
	4	would translate	had gone
<b>C</b>	1	translates	translates
	2	is translating	is translating
	3	translated	translated
	4	has translated	has translated
	5	will translate	will translate

**Критерии оценок:**

100%-90% оценка «5»

80%-70% оценка «4»

60-50% оценка «3»

Менее 50% оценка «2»

### 3. Материал для организации промежуточного контроля знаний студентов Паспорт оценочных средств промежуточного контроля

#### Темы 1.1-2.4

**Оцениваемые знания:** лексический (1200 - 1400 лексических единиц) и грамматический минимум, необходимый для чтения и перевода (со словарем) иностранных текстов профессиональной направленности.

**Оцениваемое умение:** переводить (со словарем) иностранные тексты профессиональной направленности; самостоятельно совершенствовать устную и письменную речь, пополнять словарный запас.

**Формируемые компетенции:** ОК 1-9.

#### Перечень вопросов для подготовки к дифференцированному зачету по учебной дисциплине: ОГСЭ 03 ИНОСТРАННЫЙ ЯЗЫК (АНГЛИЙСКИЙ)

#### Части речи и грамматические категории:

##### Имя существительное:

1. Артикль.
2. Множественное число.
3. Притяжательный падеж.

##### Местоимения:

1. Личные местоимения.
2. Притяжательные местоимения.
3. Неопределенные местоимения.
4. Возвратные местоимения.
5. Вопросительные местоимения.
6. Количественные местоимения

##### Глагол:

1. Глагол: to be.
2. Временные формы Active/Passive.
3. Глагол: to have.

##### Имя прилагательное:

1. Образование степеней сравнения.
2. Словообразование.

##### Предлоги:

1. Предлоги места и направления.
2. Предлоги времени.
3. Предлоги, выражающие падежные отношения.
4. Застывшие словосочетания с предлогами.

##### Имя числительное:

1. Количественные числительные.
2. Порядковые числительные.

##### Оборот **There is /are.**

##### Модальные глаголы и их эквиваленты.

##### Неличные формы глагола.

Причастие. Инфинитив. Герундий.

##### Структура английского предложения:

1. Построение утвердительных, отрицательных предложений.
2. Виды вопросительных предложений.
2. Порядок слов в разных видах предложений.

##### Прямая и косвенная речь. Правила согласования.

#### Форма промежуточного контроля

**Формой промежуточной аттестации** по дисциплине согласно учебному плану является **дифференцированный зачёт**. На зачёт выносятся лексические и грамматические темы, изученные в рамках данного учебного года. Каждому студенту необходимо дать ответ на теоретический вопрос, касающийся знания правил, и перевести текст профессиональной направленности, выполнить задания, данные к нему. При переводе текста студентам разрешается пользоваться словарём. На подготовку ответа отводится 40 минут: 20 минут на практическое задание и 20 минут на теоретическое задание.

#### **Система и критерии оценок результатов промежуточной аттестации**

На зачёт выносятся лексические и грамматические темы, изученные в рамках 3-4 семестров. Каждому студенту необходимо дать ответ на теоретический вопрос, касающийся знания правил, и перевести текст профессиональной направленности, выполнить задания, данные к нему. При переводе текста студентам разрешается пользоваться словарём. Оценивание производится по традиционной шкале:

**Отлично** – теоретическое содержание учебного материала освоено студентом в полном объеме, без пробелов, необходимые практические навыки в основном сформированы, однако они могут быть недостаточными; перевод текста и задания к нему выполнены, хотя некоторые ответы могут содержать лишь незначительные ошибки; качество выполнения оценено числом баллов, близким к максимальному.

**Хорошо** - теоретическое содержание учебного материала освоено студентом в полном объеме, однако в процессе ответа наблюдаются ошибки, в ходе выполнения практических заданий имеются незначительные грамматические погрешности, но в целом практические навыки сформированы; перевод текста и задания к нему выполнены, хотя некоторые ответы могут содержать лишь незначительные ошибки.

**Удовлетворительно** - теоретическое содержание материала освоено частично, необходимые практические навыки работы с текстом не сформированы, большинство заданий не выполнено, либо качество их выполнения очень низкое;

**Условно неудовлетворительно** - большинство заданий не выполнено, при дополнительной самостоятельной работе над материалом курса возможно повышение качества выполнения учебных заданий.

#### **Комплект измерительных материалов промежуточного контроля (2 курс)**

##### **ПРАКТИЧЕСКОЕ ЗАДАНИЕ № 1**

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

tual amount in notes and coins available for business purposes. If too much money is available, its value decreases. This condition is known as “inflation”.

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

#### ПРАКТИЧЕСКОЕ ЗАДАНИЕ № 2

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

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

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

#### ПРАКТИЧЕСКОЕ ЗАДАНИЕ № 3

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

1. *What is a financial audit?*
2. *What is the general purpose of audit?*
3. *Who typically does financial audits?*

#### ПРАКТИЧЕСКОЕ ЗАДАНИЕ № 4

Their first appearance was probably in Asia in the 7th century BC. And whether these coins were used as money in the modern sense has also been questioned. To determine the earliest use of

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

1. *Are the concepts of money and coinage the same?*
2. *How old is the first money?*
3. *What did early Stone Age men use as money?*
4. *Where and when did the first bank notes appear?*

#### ПРАКТИЧЕСКОЕ ЗАДАНИЕ № 5

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

1. *What is an important feature of capitalism?*
2. *Is capitalism the only system embracing private property?*
3. *Give your definition to the term "intellectual property".*

#### ПРАКТИЧЕСКОЕ ЗАДАНИЕ № 6

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

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

1. *What are the standard measures of economic growth?*
2. *What are the side effects of economic growth?*
3. *What did the recent natural disasters prove?*

#### ПРАКТИЧЕСКОЕ ЗАДАНИЕ № 7

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

1. *What do all businesses produce?*
2. *What is competition?*
3. *What does a businessman need to develop new products?*

#### ПРАКТИЧЕСКОЕ ЗАДАНИЕ № 8

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

1. *What is the backbone of economy?*
2. *What are three main factors of production?*
3. *What is the monopoly?*

#### ПРАКТИЧЕСКОЕ ЗАДАНИЕ № 10



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

The better it works the better off are the people. The government through its economic policy plays an important role in the control of the economy machine. The major branches of economic policy are fiscal and monetary policies. Fiscal policy is concerned with taxes and government spending activities. Monetary policy is concerned with controlling the supply of money and credit. A nation's economy can be divided into three sectors of activity. The primary sector deals with extraction of minerals, agriculture, fishing, and forestry. Processing of the primary sector materials and production of manufactured goods is the field of the manufacturing sector. The service sector provides services of various kinds such as transportation, distribution, catering as well as financial services and tourism. The role of the manufacturing sector in the advanced industrialised countries is decreasing while the service sector is becoming more important.

1. *What does economy create?*
2. *Which role does the government play?*
3. *Which sector deals with agriculture?*

#### ПРАКТИЧЕСКОЕ ЗАДАНИЕ № 11

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

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

#### ПРАКТИЧЕСКОЕ ЗАДАНИЕ № 12

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

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

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

### ПРАКТИЧЕСКОЕ ЗАДАНИЕ № 13

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

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

### Вариант 1

1. **Перепишите следующие предложения, выпишите глагол- сказуемое, определите видовременную форму, залог, начальную форму (infinitive). Переведите предложения на русский язык.**
  1. When he was a sales representative, he worked twelve hours a day.
  2. The compressors for these machines are made here.
  3. The parties have already introduced additions into the contract.
  4. The offer was sent to the clients for their consideration.
2. **Перепишите следующие предложения, подчеркните Participle I и Participle II. Переведите предложения на русский язык.**
  1. The supervisor pleased with the report decided to promote Billy.
  2. The letter showing the prices of our products was sent by the secretary.
  3. When opening the door, the personnel manager warmly welcomes the job applicant.
  4. I want to have this equipment tested.
3. **Закончите предложения, выбрав нужный вариант ответа, и переведите на русский язык.**
  1. The service life of this equipment was...
    - a) Unhappy
    - b) Getting warm
    - c) Returned soon
    - d) Considerably extended
  2. Our Commercial Director will be responsible for our contracts with English partners and generally...
    - a) Apologize for his age
    - b) Be untidy in appearance
    - c) Be skillful in negotiations
    - d) Beg for consideration
4. **Составьте предложения с данными словами.**

Income  
Include  
Payment

### Вариант 2

1. **Перепишите следующие предложения, выпишите глагол- сказуемое, определите видовременную форму, залог, начальную форму (infinitive). Переведите предложения на русский язык.**
  1. Chief Executive Officer is expecting Marketing Manager at his office now.
  2. Our clients have already seen the advertising materials.
  3. Delivery is made in accordance with the instructions.
  4. To avoid such mistakes in future, steps were immediately taken.
2. **Перепишите следующие предложения, подчеркните Participle I и Participle II. Переведите предложения на русский язык.**
  1. Yesterday we received a letter sent by Mr. Brown on the 20<sup>th</sup> of May.
  2. The man writing something at the table near the window is my brother.
  3. When crossing the street, first look to the left.
  4. When asked about it, he didn't say a word
3. **Закончите предложения, выбрав нужный вариант ответа, и переведите на русский язык.**
  1. It is known that Great Britain is a member of European Community and contributes much to...

- a) Its design
  - b) Its payment
  - c) Places for entertainment
  - d) Its development
2. We have good reports from our customers, because we closely test...
- a) Several trains to Brighton daily
  - b) Their pockets
  - c) E-mail messages
  - d) Our equipment before its distribution
4. Составьте предложения с данными словами
- Turnover  
Contract  
To be in demand

### Вариант 3

**1. Перепишите следующие предложения, выпишите глагол- сказуемое, определите видовременную форму, залог, начальную форму (infinitive). Переведите предложения на русский язык.**

1. There were booklets on the history and scope of activities of our company on the table when you came into the room.
2. The system of commercial banks was created in Lithuania in the middle of 1994.
3. Our managers meet customers every day.

**2. Перепишите следующие предложения, подчеркните Participle I и Participle II. Переведите предложения на русский язык.**

1. The street was full of people laughing and going home.
2. The inspector was missing from the last meeting.
3. He observed a folded copy of the "Times"
4. When questioned what he believed in, he answered that he believed in the republic.

**3. Закончите предложения, выбрав нужный вариант ответа, и переведите на русский язык.**

- 1 .Many business transactions are opened with...
  - a) An amount
  - b) A risk
  - c) Relations
  - d) An enquiry
2. If the prices are competitive we may be able...
  - a) to work 10 hours a day
  - b) to place larger orders
  - c) to thank you for your above letter
  - d) to watch TV

**4. Составьте предложения с данными словами.**

Currency  
Produce  
Order

### Вариант 4

**1.Перепишите следующие предложения; выпишите глагол-сказуемое и определите его видовременную форму, залог, начальную форму (Infinitive). Переведите предложения на русский язык.**

1. It was done at the Test Department.

2. It was a well established company in computer skills training.
3. The rates of exchange currency are published every day.
4. I have just sent you our recent catalogue for this year.

**2. Перепишите следующие предложения; подчеркните Participle I и Participle. Переведите предложения на русский язык.**

1. While reading a book, she laughed a lot.
2. They walked in silence between the tables, now loaded with books.
3. If invited, he will come.
4. The boy reading a book is friend of mine.

**3. Закончите предложения, выбрав нужный вариант ответа, и переведите на русский язык.**

1. Our company was established 10 years ago and has...
  - a) the latest catalogue
  - b) a few more things to discuss
  - c) parking area
  - d) sales outlets in all main cities.
2. As the demand is heavy this year, it would be in your own interest...
  - a) to go sightseeing by yourselves
  - b) to pay extra for large luggage
  - c) to drive you as fast as possible
  - d) to send your orders as soon as possible

**4. Составьте предложения с данными словами.**

Delivery  
Quality  
Purchase

**Вариант 5**

**1. Перепишите следующие предложения; выпишите глагол-сказуемое и определите его видовременную форму, залог, начальную форму (Infinitive).**

**Переведите предложения на русский язык.**

1. This letter from Continental Equipment was received a week ago.
2. Now we are looking for new partners in Eastern Europe.
3. Usually these documents are sent by fax.
4. The new profit was small.

**2. Перепишите следующие предложения; подчеркните Participle 1 и Participle 2. Переведите предложения на русский язык.**

1. Having read the book, she gave it to Pete.
2. Johnny saw the crowd break the line of policemen barring their way.
3. You can get the book recommended ify our teacher in the library.
4. Be carefree at the street crossing.

**3. Закончите предложения, выбрав нужный вариант ответа, и переведите на русский язык.**

1. Stock Exchange in London is the institution where...
  - a) new business partners are looked for
  - b) pumps are thoroughly tested
  - c) a lot of exhibits are shown
  - d) shares of commercial companies are bought and sold
2. The City is ...
  - a) the London street
  - b) the shopping and entertainment centre of London
  - c) the financial and business centre of London

d) the first commercial broadcast

**4. Составьте предложения с данными словами.**

Payment

Profit(able)

Department(s)

**Вариант 6**

**1. Перепишите следующие предложения; выпишите глагол-сказуемое и определите его видовременную форму, залог, начальную форму (Infinitive). Переведите предложения на русский язык**

1. They often send faxes to Mr. Brown.
2. Our equipment is fully computerized.
3. The engineers of our company were on business in London last week.
4. These credits were granted by our commercial bank.

**2. Перепишите следующие предложения; подчеркните Participle 1 и Participle 2. Переведите предложения на русский язык.**

1. The museum has a lot of exhibits showing the history of the Bank.
2. Money paid for a journey is a fare.
3. The exchange rates are often shown in the running lines placed in the windows or on the walls of the bureaux de change for everybody to see.

**3. Закончите предложения, выбрав нужный вариант ответа и переведите на русский язык.**

1. The driver can select 4 star (super), unleaded petrol or diesel from the automatic pump and pay...
  - a) the passenger
  - b) the market leader
  - c) St. Gorge's Chapel
  - d) The cashier
2. Eaton is the home of Eaton college, the public school that has produced...
  - a) a lot of well established companies
  - b) more than 20 advertising booklets.
  - c) no fewer than 20 prime ministers
  - d) regular dividends

**4. Составьте предложения с данными словами:**

Discount

Advertise

Quote

**Вариант 7**

**1. Перепишите следующие предложения; выпишите глагол-сказуемое и определите его видовременную форму, залог, начальную форму (Infinitive). Переведите предложения на русский язык.**

1. He said that he was busy yesterday. ,
2. These defects were overlooked by our controller.
3. She is calling me from her department now.
4. Every country has its own special currency.

**2. Перепишите следующие предложения; подчеркните Participle 1 и Participle 2. Переведите предложения на русский язык.**

1. The Bank sends you a regular Bank statement telling you how much money is in your account.
2. They should be paid a regular dividend on their investment, depending on the profit or loss made by the company.

3. Money received from selling the products is called the turnover.
- 3. Закончите предложения, выбрав нужный вариант ответа и переведите на русский язык.**
1. In some big towns the car may be clamped and towed away if it is...
    - a) granted by the commercial Bank
    - b) parked illegally
    - c) over looked by the controller
    - d) very expensive
  2. With any form of international trade payment will be received in accordance with...
    - a) the terms of shipment
    - b) the current account
    - c) the insured accident
    - d) the terms of the underlying commercial contract
- 4. Составьте предложения с данными словами.**  
Goods  
Customers  
Establish

### Вариант 8

- 1. Перепишите следующие предложения; выпишите глагол-сказуемое и определите его видовременную форму, залог, начальную форму (Infinitive). Переведите предложения на русский язык.**
1. The currency in America is called dollar.
  2. In a bank you usually have a current account.
  3. Ford Motors is the market leader in the UK car industry.
  4. Next week I shall give you the money you lent me.
- 2. Перепишите следующие предложения; подчеркните Participle 1 и Participle 2. Переведите предложения на русский язык.**
1. All the changes made in the program were taken into consideration.
  2. There was a folder with the material relating the lecture.
  3. The lecture was devoted to financing companies who enjoys better terms, reduced taxes
- 3. Закончите предложения, выбрав нужный вариант ответа и переведите на русский язык.**
1. The BBC receives its income from the Government, but private companies earn money...
    - a) From shop assistant
    - b) From established friendship relations
    - c) From advertising
    - d) From Russian businessmen
  2. We have sold a lot of this product and we haven't got...
    - a) Absolute power
    - b) Political rights
    - c) Written guaranties
    - d) A single complaint
- 4. Составьте предложения с данными словами.**  
Transaction, require, service

**4. Материал для организации  
промежуточного контроля знаний студентов  
заочной формы обучения  
Паспорт оценочных средств промежуточного контроля**

**Оцениваемые знания:** лексический (1200 - 1400 лексических единиц) и грамматический минимум, необходимый для чтения и перевода (со словарем) иностранных текстов профессиональной направленности.

**Оцениваемое умение:** переводить (со словарем) иностранные тексты профессиональной направленности; самостоятельно совершенствовать устную и письменную речь, пополнять словарный запас.

**Формируемые компетенции:** ОК 1-9.

**Перечень вопросов для подготовки  
к дифференцированному зачету  
(классной письменной контрольной работе)  
по учебной дисциплине:  
ОГСЭ 03 ИНОСТРАННЫЙ ЯЗЫК (АНГЛИЙСКИЙ)**

**Части речи и грамматические категории:**

**Имя существительное:**

1. Артикль.
2. Множественное число.
3. Притяжательный падеж.

**Местоимения:**

1. Личные местоимения.
2. Притяжательные местоимения.
3. Неопределенные местоимения.
4. Возвратные местоимения.
5. Вопросительные местоимения.
6. Количественные местоимения

**Глагол:**

1. Глагол: to be.
2. Временные формы Active/Passive.
3. Глагол: to have.

**Имя прилагательное:**

1. Образование степеней сравнения.
2. Словообразование.

**Предлоги:**

1. Предлоги места и направления.
2. Предлоги времени.
3. Предлоги, выражающие падежные отношения.
4. Застывшие словосочетания с предлогами.

**Имя числительное:**

1. Количественные числительные.
2. Порядковые числительные.

**Оборот There is /are.**

**Модальные глаголы и их эквиваленты.**

**Неличные формы глагола.**

Причастие. Инфинитив. Герундий.

**Структура английского предложения:**

1. Построение утвердительных, отрицательных предложений.
2. Виды вопросительных предложений.
2. Порядок слов в разных видах предложений.

**Вариант 1**

**1. Выберите правильный вариант для подстановки.**

1. Our two ... are crying all the time.

*babies*

*babys*



*babyes*

2. ... usually fly not very high.

*flyes*

*flys*

*flies*

3. These potatoes weigh five ... .

*kiloes*

*kilos*

4. I don't like going by car. If I have a chance, I always go on ... .

*foot*

*feet*

*foots*

5. What do you need these ... for?

*boxs*

*boxes*

6. Those were the happiest days of our ... .

*lifes*

*lives*

*lifees*

7. Leaves usually ... trees in autumn.

*leaf*

*leave*

*leafs*

*leaves*

8. Rock music of the 1970s is an extremely interesting cultural ... .

*phenomen*

*phenomena*

*phenomenon*

9. Big ... don't cry.

*boys*

*boyes*

11. It is rather dangerous to walk on ... after the rain.

*roofs*

*roofes*

*rooves*

12. ... are flowers of life.

*Childs*

*Children*

*Childrens*

13. The naughty kid likes throwing rotten ... at passers-by.

*tomatos*

*tomatoes*

14. There is no piano in the ... .

*bushes*

*bushs*

15. ... in our house are so annoying. We definitely need a cat.

*Mouses*

*Mices*

*Mice*

*Mousees*

16. My little son is afraid of grey ... that come at night.

*wolfys*

wolvies  
wolves  
wolvys

**2. Образуйте множественное число имен существительных.**

Bill, buck, payment, expense, tax, loss, company, contract, delivery, business, businessman, businesswoman, dollar, pound, ox, vacancy, application, entrepreneur, inquiry, price, office, money, luggage, seller, per cent, discount, delay, talk, transaction, department store, purchase, reply, sample, piano.

**3. Замените выделенные существительные личными местоимениями.**

1. **Mr Bell** is the company manager.
2. **Lavrov** is in London now.
3. Is **Nancy** a nice woman?
4. **Stepanov and Ivanov** are economists.
5. **The telephones** are on the desks.
6. **The cable** is on the table.

**4. Заполните пропуски личными местоимениями в объектном падеже.**

1. I don't know those girls. Do you know \_\_\_\_\_?
2. I don't know that man. Do you know \_\_\_\_\_?
3. I don't know those people. Do you know \_\_\_\_\_?
4. I don't know Fred's wife. Do you know \_\_\_\_\_?
5. I don't know his friends. Do you know \_\_\_\_\_?
6. I don't know the woman in the black dress. Do you know \_\_\_\_\_?
7. I don't know Mr. Stevens. Do you know \_\_\_\_\_?
8. I don't know those students. Do you know \_\_\_\_\_?

**5. Заполните пропуски притяжательными местоимениями.**

10. Lavrov comes to \_\_\_\_\_ English lessons at 8 o'clock.
11. I like \_\_\_\_\_ job.
12. Do you like \_\_\_\_\_ job?
13. Does your father like \_\_\_\_\_ job?
14. Sally is married. \_\_\_\_\_ husbasnd works in a bank.
15. I know Mr. Watson but I don't know \_\_\_\_\_ wife.
16. Put on \_\_\_\_\_ coat when you go out. It's very cold.
17. \_\_\_\_\_ favourite sport is tennis. I play a lot in summer.
18. My sister plays tennis too but \_\_\_\_\_ favourite sport is athletics.
19. We are staying at a very nice hotel. \_\_\_\_\_ room is very comfortable.

**6. Восстановите текст, заполнив пропуски необходимыми словами:**

**New Zealand**

New Zealand is a country in the southern hemisphere. It \_\_\_\_\_ (1) two islands – North Ireland and South Ireland. It is a very beautiful country \_\_\_\_\_ (2) lots of mountains and lakes. You can \_\_\_\_\_ (3) all sorts of sports there – climbing, swimming and sailing, \_\_\_\_\_ (4) example. The climate is good. \_\_\_\_\_ (5) is hot in December, January and February. \_\_\_\_\_ (6) are the summer months in the southern hemisphere. In July and August it \_\_\_\_\_ (7) sometimes very cold and you can go skiing \_\_\_\_\_ (8) the mountains. There \_\_\_\_\_ (9) a lot of sheep in New Zealand. We often eat New Zealand lamb \_\_\_\_\_ (10) wear clothes made from the wood of New Zealand sheep.

and	are	but	by	do	doing	for	has
	have	is	it	on	they	with	

**7. Заполните пропуски фрагментами текстов:**

1. Karate comes from Japan. At first karate was not a sport. \_\_\_\_\_. However, today it is a popular sport in many countries. People wear special loose clothes and keep their bare when they do karate.

A *Many karate champions come from Japan*

*B It was a way of fighting without weapons*

*C It is not too difficult to learn*

*D Karate teaches you self-control*

2. The first bicycle was invented in 1865. It was not so easy or so comfortable to ride as a modern bicycle. Fairly soon afterwards, someone realized that it was a good idea to \_\_\_\_\_. Daimler, who designed one of the first cars, also built one of the first motor-cycles in 1885.

*A invent a bicycle for children*

*B cycle to work every day*

*C fix an engine to a bicycle*

*D keep fit by cycling*

3. Last night Bill and Helen went to the cinema. It was a good film. However, \_\_\_\_\_. She was terribly tired because had had a very hard week.

*A the film had won a lot of prizes*

*B you must try and see it*

*C the cinema was rather cold*

*D in the middle Helen fell asleep*

4. The Rolling Stones is one of the most successful modern music groups. They first performed together in 1962. Their music was heavily influenced by black styles \_\_\_\_\_. They have done numerous tours in many different countries, usually playing to thousands of fans in packed arenas.

*A Mick Jagger is the singer*

*B they are still very popular*

*C their music is quite aggressive*

*D such as blues and rhythm and blues*

5. John Lennon (1940 – 1980)

Born Liverpool, England. Founder member of Beatles pop group in 1960s. Wrote many successful songs. After Beatles separated \_\_\_\_\_, went to the USA where wrote and recorded with wife, Yoko Ono. Murdered New York, 1980.

*A in 1970*

*B they did different things*

*C when he was forty-two*

*D he never wrote again*

### **Критерии оценок:**

100%-90% оценка «5»

80%-70% оценка «4»

60-50% оценка «3»

Менее 50% оценка «2»

### **Вариант 2**

#### **1. Выберите правильный вариант для подстановки.**

1. The ... are very fragile, please, wash them carefully.

*glass*

*glases*

*glasses*

*glassis*

2. She cannot live without discos and ...

*partes*

*parties*

*parteis*

*partys*

3. I don't like fried ... This dish is too fatty for me.

*potatoes*

*potates*

*potateos*

*potatos*

4. Children are not allowed to play with ...

*match*

*matchs*

*matchis*

*matches*

5. How many ... of bread do you want me to buy?

*loafs*

*loaves*

*loafes*

*loavs*

6. I can't get home because I've lost my ...

*keys*

*keis*

*keies*

*keyes*

7. People called the rescuers their ... after they saved two little boys from a burning building.

*heros*

*hereos*

*heroos*

*heroes*

9. ... look like dogs, but they are wild animals and cannot be tamed.

*wolfes*

*wolves*

*wolvs*

*wolfs*

10. Their ... are very kind and polite.

*childs*

*childrens*

*childes*

*children*

11. A typical English scenery includes green slopes with ... and a castle in the background.

*sheep*

*sheepes*

*sheeps*

*sheepps*

12. His ... ached so much that he had to go to the dentist immediately.

*tooths*

*teeth*

*teeths*

*toothes*

13. These ... look familiar, I might have learned some of them at school.

*formula*  
*formulas*  
*formulae*  
*formulaes*

16. I've earned much ... this month.

*moneys*  
*moneis*  
*monies*  
*money*

17. We bought a lot of ... for our new flat.

*furniture*  
*furniturae*  
*furnitures*  
*furniturs*

18. She bought a kilo of ... to make some cocktails for the party.

*banans*  
*bananas*  
*bananae*  
*banana*

**2. Напишите форму множественного числа от данных существительных:**

Boy, wife, man, mouse, matchbox, woman-teacher, table, story, piano, woman, deer, class-room, manservant, brother-in-law, bench, day, window, bus, brush, church, leaf, chief, thief, roof, monkey, fly, fox, goose, postman, name, knife, radio, prize, key, factory, class, cup, city, woman, tooth, ox.

**3. Замените выделенные существительные личными местоимениями.**

7. **Mr Bell** is the company manager.
8. **Lavrov** is in London now.
9. Is **Nancy** a nice woman?
10. **Stepanov and Ivanov** are economists.
11. **The telephones** are on the desks.
12. **The cable** is on the table.

**4. Заполните пропуски личными местоимениями.**

7. I read very many English **books**. I read \_\_\_\_\_ in the evening.
8. Lavrov is speaking to **Mr Bell** now. He is speaking to \_\_\_\_\_ about the contract.
9. **Kate** is my friend. I meet \_\_\_\_\_ in the office every day.
10. My daughter is reading a **book** about London now. She is reading \_\_\_\_\_ with pleasure.
11. **I** often write letters to my friends. And they often write letters to \_\_\_\_\_ too.
12. **We** learn English. Our work helps \_\_\_\_\_ to speak English well.

**5. Заполните пропуски притяжательными местоимениями.**

10. Mr and Mrs Baker live in London but \_\_\_\_\_ son lives in Australia.
11. Thank you for \_\_\_\_\_ letter. It was good to hear from you again.
12. We are going to invite all \_\_\_\_\_ friends to the party.
13. John is a teacher but \_\_\_\_\_ sister is a nurse.
14. Do you think that most people are happy in \_\_\_\_\_ jobs?
15. I gave the money to my mother and she put it in \_\_\_\_\_ bag.
16. I often see that man but I don't know \_\_\_\_\_ name.
17. They've got two children but I don't remember \_\_\_\_\_ names.
18. The company has offices in many places but \_\_\_\_\_ head office is in New York.

**6. Восстановите текст, заполнив пропуски необходимыми словами:**

**New Zealand**

New Zealand is a country in the southern hemisphere. It \_\_\_\_\_ (1) two islands – North Ireland and South Ireland. It is a very beautiful country \_\_\_\_\_ (2) lots of mountains and lakes. You can \_\_\_\_\_ (3) all sorts of sports there – climbing, swimming and sailing, \_\_\_\_\_ (4) example. The climate is good. \_\_\_\_\_ (5) is hot in December, January and February. \_\_\_\_\_ (6) are the summer months in the southern hemisphere. In July and August it \_\_\_\_\_ (7) sometimes very cold and you can go skiing \_\_\_\_\_ (8) the mountains. There \_\_\_\_\_ (9) a lot of sheep in New Zealand. We often eat New Zealand lamb \_\_\_\_\_ (10) wear clothes made from the wool of New Zealand sheep.

and	are	but	by	do	doing	for	has
	have	is	it	on	they	with	

**7. Заполните пропуски фрагментами текстов:**

1. Karate comes from Japan. At first karate was not a sport. \_\_\_\_\_. However, today it is a popular sport in many countries. People wear special loose clothes and keep their bare when they do karate.

- A *Many karate champions come from Japan*
- B *It was a way of fighting without weapons*
- C *It is not too difficult to learn*
- D *Karate teaches you self-control*

2. The first bicycle was invented in 1865. It was not so easy or so comfortable to ride as a modern bicycle. Fairly soon afterwards, someone realized that it was a good idea to \_\_\_\_\_. Daimler, who designed one of the first cars, also built one of the first motor-cycles in 1885.

- A *invent a bicycle for children*
- B *cycle to work every day*
- C *fix an engine to a bicycle*
- D *keep fit by cycling*

3. Last night Bill and Helen went to the cinema. It was a good film. However, \_\_\_\_\_. She was terribly tired because had had a very hard week.

- A *the film had won a lot of prizes*
- B *you must try and see it*
- C *the cinema was rather cold*
- D *in the middle Helen fell asleep*

4. The Rolling Stones is one of the most successful modern music groups. They first performed together in 1962. Their music was heavily influenced by black styles \_\_\_\_\_. They have done numerous tours in many different countries, usually playing to thousands of fans in packed arenas.

- A *Mick Jagger is the singer*
- B *they are still very popular*
- C *their music is quite aggressive*
- D *such as blues and rhythm and blues*

5. John Lennon (1940 – 1980)

Born Liverpool, England. Founder member of Beatles pop group in 1960s. Wrote many successful songs. After Beatles separated \_\_\_\_\_, went to the USA where wrote and recorded with wife, Yoko Ono. Murdered New York, 1980.

- A *in 1970*
- B *they did different things*
- C *when he was forty-two*
- D *he never wrote again*

**ВАРИАНТ 1**

I. Дополните предложения, выбрав соответствующие обстоятельства из правой колонки:

3. I am translating an article
- a) *right now*
  - b) *for two days*

2. I translate articles  
 a) since the morning  
 b) now  
 c) every day
3. I have been translating an article  
 a) every day  
 b) now  
 c) since two o'clock

II. Выберите из правой колонки слова для правильного перевода:

1. write a) пишу(вообще)  
 2. am writing b) пишу(уже час)  
 3. have been writing c) пишу(сейчас)

III. Из правой колонки выберите ту форму глагола, которую следует употребить при переводе:

1. Я учусь в университете с сентября.  
 a) study  
 b) am studying  
 c) have been studying
2. На доске мы пишем мелом.  
 a) write  
 b) are writing  
 c) have been writing
3. Не ходите в ту аудиторию. Там студенты нашей группы пишут контрольную работу.  
 a) write  
 b) have been writing  
 c) are writing

IV. Выберите необходимую грамматическую форму глагола для выделенных слов:

1. Мы сдаем экзамены два раза в год.  
 a) take                      б) are taking                      c) have been taking
2. Я учусь в университете уже несколько месяцев.  
 a) am studying              б) have been studying              c) study
3. Я окончил школу два года назад.  
 a) left                      б) have left                      c) had left
4. Перед тем как поступить в университет, я работал на заводе.  
 a) worked                      б) had worked                      c) was working
5. В прошлом году в это время я сдавал экзамены.  
 a) took                      б) was taking                      c) had taken

V. Употребите английский глагол в нужной видо-временной форме, не переводя всего предложения.

1. Я изучаю английский язык уже несколько лет. - *to learn*
2. На уроках мы читаем и переводим тексты, отвечаем на вопросы учителя. -  
*to read              to translate              to answer*
3. Сейчас у нас урок, мы повторяем формы английского глагола. - *to revise*
4. Мы уже написали несколько контрольных работ по этой теме. - *to write*
5. Вчера я опоздал на занятия. Когда я вошел, все писали контрольную работу уже двадцать минут. Многие уже закончили работу и сдали ее. -  
*to write                      to finish*
6. Завтра мы будем писать зачетную работу по этой теме. - *to write*

VI. Заполните таблицу видо-временными формами глагола *to learn* -учить в 1 лице единственного числа в действительном залоге.

Aspect/ Tense	Present	Past	Future
Simple			
Continuous			
Perfect			

## ВАРИАНТ 2

- I. Дополните предложения, выбрав соответствующие обстоятельства из правой колонки:
1. I watch TV
    - a) *in the evening*
    - b) *now*
    - c) *for two hours*
  2. I am watching TV
    - a) *since three 'clock*
    - b) *right now*
    - c) *usually*
  3. I have been watching TV
    - a) *every day*
    - b) *now*
    - c) *since morning*
- II. Выберите из правой колонки слова для правильного перевода:
1. have been reading a) *читаю(вообще)*
  2. am reading b) *читаю(с трех часов)*
  3. read c) *читаю(сейчас)*
- III. Из правой колонки выберите ту форму глагола, которую следует употребить для перевода:
1. Я изучаю английский с четвертого класса.
    - a) *am learning*
    - b) *learn*
    - c) *have been learning*
  2. Вечерами я слушаю музыку.
    - a) *listen*
    - b) *am listening*
    - c) *have been listening*
  3. Не шумите! Я готовлюсь к экзамену.
    - a) *revise*
    - b) *have been revising*
    - c) *are revising*
- IV. Выберите необходимую грамматическую форму глагола для выделенных слов:
1. Я уже написал курсовую работу.
    - a) *wrote*
    - б) *was writing*
    - c) *have written*
  2. В конце каждого семестра они будут сдавать несколько экзаменов и зачетов.
    - a) *will take*
    - б) *will be taking*
    - c) *will have taken*
  3. Он напишет доклад к 1 декабря.
    - a) *will write*
    - б) *will have written*
    - c) *will be writing*
  4. Сейчас я пишу тест по грамматике английского языка.
    - a) *write*
    - б) *am writing*
    - c) *have been writing*
  5. Я занимался английским языком в течение пяти лет, перед тем как поступил в институт.
    - a) *have studied*
    - б) *had been studying*
    - c) *had studied*
- V. Употребите английский глагол в нужной видо-временной форме, не переводя всего предложения.
1. Я изучаю английский язык уже несколько лет. - *to learn*
  2. На уроках мы читаем и переводим тексты, отвечаем на вопросы учителя. -  
*to read*      *to translate*      *to answer*
  3. Сейчас у нас урок, мы повторяем формы английского глагола. - *to revise*
  4. Мы уже написали несколько контрольных работ по этой теме. - *to write*
  5. Вчера я опоздал на занятия. Когда я вошел, все писали контрольную работу уже двадцать минут. Многие уже закончили работу и сдали ее. -  
*to write*      *to finish*
  6. Завтра мы будем писать зачетную работу по этой теме. - *to write*
- VI. Заполните таблицу видо-временными формами глагола *to write* – *писать* в 1 лице единственного числа в действительном залоге.



Aspect/ Tense	Present	Past	Future
Simple			
Continuous			
Perfect			
Perfect - Continuous			

**ЭТАЛОН ОТВЕТОВ**

ВАРИАНТ 1	ВАРИАНТ 2
1 задание A C C	1 задание A B C
2 задание A C B	2 задание B C A
3 задание C A C	3 задание C A C
4 задание A B A B B	4 задание C B B B B
5 задание 1. HAVE BEEN LEARNING 2. READ, TRANSLATE, ANSWER 3. ARE REVISING 4. HAVE WRITTEN 5. HAD BEEN WRITING, HAD FINISHED 6. SHALL BE WRITING	5 задание 1. HAVE BEEN LEARNING 2. READ, TRANSLATE, ANSWER 3. ARE REVISING 4. HAVE WRITTEN 5. HAD BEEN WRITING, HAD FINISHED 6. SHALL BE WRITING

6 задание

Aspect/ Tense	Present	Past	Future
Simple	LEARN/LEARNS	LEARNED/LEARNT	SHALL/WILL LEARN
Continuous	AM/IS/ARE LEARNING	WAS/WERE LEARNING	SHALL/WILL BE LEARNING
Perfect	HAVE/HAS LEARNED/LEARNT	HAD LEARNED/LEARNT	SHALL/WILL HAVE LEARNED/LEARNT
Perfect - Continuous	HAVE/HAS BEEN LEARNING	HAD BEEN LEARNING	SHALL/WILL HAVE BEEN LEARNING

**Критерии оценок:**

100%-90% оценка «5»

80%-70% оценка «4»

60-50% оценка «3»

Менее 50% оценка «2»

### ВАРИАНТ 1

1. Расположите части делового письма в правильном порядке:

1. Mr. J.A. Burns, ABC Advertising, 17 New Street, New Town BN45 67HO

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2. John Bloggs plc, 25 Corner Street, Darlington

Tel. 249 26 49

14 February 2006

---

3. We are writing to confirm our meeting on 20 February concerning the advertisement of our new device in your catalogue.

We would appreciate it if you have time to visit our plant at an earlier date and inform us of it.

---

4. We look forward to hearing from you.

Yours sincerely,

Irene Green

Sales Manager

---

5. Dear Mr Burns,

2. Перед Вами конверт:

(1) Design Plus

55 (2) Stevenson Road

(3) San Francisco, CA 94015

(4) Mr. P.T. Vitale

(5) Mutual Insurance Company

33 South Street

New York, (6) NY 3476

Соотнесите информацию под определенным номером на конверте с тем, что она обозначает:

1. The sender's name
2. The street name in the return address
3. The addressee's company name
4. The town the letter comes from
5. The addressee
6. The ZIP Code in the mailing address

3. Определите, к какому виду делового документа относится представленный ниже отрывок:

We are seeking support from the Foundation to enable us to develop a pilot program. We ask for your partnership because of the Foundation's interest in alternative education and youth leadership development especially for those from the underrepresented minority communities. We look forward to your consideration of our request and the opportunity to submit a formal proposal for your review.

- Memo
- CV
- Letter of inquiry
- Letter of apology

4. Выберите слова или сочетания слов для заполнения пропусков так, чтобы они отражали особенности оформления служебной записки:

.....: Supervisor

.....: Eugenia Wehr

Date: 7 June 2006

.....: Proposed Change in Schedule

Dear Supervisor,

I am writing to request a change in my schedule for the fall semester. I would like to work from Tuesday-Friday from 8AM to 7PM, for a total of four ten-hour days per week. I trust that we will be able to come to a mutually beneficial agreement.

.....

- From
- Subject
- To
- E. W.

5. *Заполните пропуск:*

1. Representatives of the socialist economic theory believed that the main object of capitalist manufacturers was to increase their \_\_\_\_\_.

- Investments
- Interests
- Costs
- Profits

2. Market socialism is a term used to define a number of economic \_\_\_\_\_.

- Systems
- Tools
- Instruments
- Obligations

3. A job interview may be an obligatory condition for a candidate looking for a \_\_\_\_\_.

- Rank
- Career
- Profession
- Post

6. *Выберите реплику, наиболее соответствующую ситуации общения*

Interviewer: "Do you mind if I ask how old you are?"

Applicant: "\_\_\_\_\_"

- And what do you think?
- I am not going to answer this question.
- Actually, I'd rather not say. But put it this way, I'm about 40.
- Yes, I do.

## ВАРИАНТ 2

1. Расположите части делового письма в правильном порядке:

1. Manufacturers Trust Company, 55 Broad Street, New York 27, N.Y.

October 15 2005

---

2. Messrs. A.Smith&Co., Ltd., 28 Moorgate St., London, E.C.2, England

---

3. Dear Sirs

We must apologize for sending you the cheque for the wrong amount of money

---

4. In order to correct this error, we are sending enclosed the cheque for the ...

---

5. Please rest assured that we shall make every effort not to repeat such mistakes in the future.

Faithfully yours

2. Перед Вами конверт:

(1) Foreign Language Institute  
555 (2) Deer Run Lane  
Aurora, (3) CO 80014

(4) Sandberg Educational, Inc.  
(5) Orchard Ridge Corporate Park  
Building Two, Fields Lane  
(6) Brewster, NY 10509

Соотнесите информацию под определенным номером на конверте с тем, что она обозначает:

1. The town in the mailing address
2. The street name in the return address
3. The ZIP Code in the return address
4. The addressee's company name
5. The street name in the mailing address
6. The sender's company name

3. Определите, к какому виду делового документа относится представленный ниже отрывок:

We are a large record store in the centre of Manchester and would like to know more about the CDs and DVDs you advertised in last month's edition of Hi Fi. Could you tell us if the products are leading brand names, or made by small independent companies, and if they would be suitable for recording classical music, games and video?

We would appreciate it if you send us some samples.

- o Contract
- o Memo
- o CV
- o Letter of inquiry / request

4. Выберите слова или сочетания слов для заполнения пропусков так, чтобы они отражали особенности оформления служебной записки:

(1)\_\_\_\_: Northwest Area Sales Staff

(2)\_\_\_\_: Management

Date: 27 August 2008

(3)\_\_\_\_\_: New Monthly Reporting System

We'd like to quickly go over some of the changes in the new monthly sales reporting system that we discussed at Monday's special meeting. We are confident that you will all soon enjoy the benefits of this new system. Thank you all for your help in putting this new system into place.

(4) \_\_\_\_\_

[http://esl.about.com/od/businessenglishwriting/a/bizdocs\\_2.htm](http://esl.about.com/od/businessenglishwriting/a/bizdocs_2.htm)

- To
- Subject
- Management
- From

5. *Заполните пропуск:*

1. \_\_\_\_\_ is the rise in the general level of prices caused by an excess of demand over supply.

- Deflation
- Gold standard
- Inflation
- Cost

2. Representatives of the socialist economic theory believed that the main object of capitalist manufacturers was to increase their \_\_\_\_\_.

- Investments
- Interests
- Costs
- Profits

3. A job interview may be an obligatory condition for a candidate looking for a \_\_\_\_\_.

- Rank
- Career
- Profession
- Post

6. *Выберите реплику, наиболее соответствующую ситуации общения*

Employee: "Are there any vacancies in our department?"

Manager: "\_\_\_\_\_"

- This seat is vacant, you can take it.
- There was a vacancy, so he applied for this position.
- I'm afraid, I don't know. Please, ask somebody from the Personnel.
- What do you want?

ВАРИАНТ 3

1. Расположите части делового письма в правильном порядке:

FOOD MACHINES

1. James Sawyer, Sales Manager, Electro Ltd, Perry Road Estate,  
Oxbridge UN54 42KF.

2. Thank you for your letter. I am afraid that we have a problem with your order. Unfortunately, the manufacturers of the part you wish to order have advised us that they cannot supply it until November. Would you prefer us to supply a substitute, or would you rather wait until the original parts are again available?

3. I look forward to hearing from you.

Yours sincerely,  
Simon Tramp  
Sales Manager

4. Dear Mr Sawyer,

5. 6 Pine Estate, Bedford Road, Bristol, UB28 12BP  
Telephone 9036 174369 Fax 9036 36924  
6 August 2005

2. Перед Вами конверт:

(1) New Jersey Power Company  
5695 South 23 Road  
Ridgefield, (2) NJ 08887

\_\_\_\_\_ (3)Mr. Frederick Wolf  
\_\_\_\_\_ Director Of Marketing

\_\_\_\_\_ (4) Smith Printing Company  
\_\_\_\_\_ 590 (5) Sixth Avenue  
\_\_\_\_\_ Milwaukee, (6) WI 53216

Что означает информация под номером?

1. The addressee
2. The street name in the mailing address
3. The addressee's company name
4. The ZIP Code in the mailing address
5. The ZIP code in the return address
6. The sender's name

3. Определите, к какому виду делового документа относится представленный ниже отрывок:

.....  
**In the winter issue of Multimedia News we read that your company sells language laboratories. Our school needs a new language laboratory and we are looking for the best equipment.**

**Could you please send us information on your laboratories and include a price list and ordering information.**

**Thank you for your assistance. I look forward to hearing from you.**

.....  
*(From Business Correspondence by Lin Lougheeds)*

- Contract
- Letter of complaint
- CV
- Letter of enquiry / request

4. Выберите слова или сочетания слов для заполнения пропусков так, чтобы они отражали особенности оформления служебной записки:

To : Secretarial Supervisor

From : Claire McElroy

.....: Demonstration of new office equipment

The ..... of Smart Equipment will visit us on 28 April to demonstrate their new computer and fax-machine which you are sure to be interested in.

Please arrange the time to meet him so that all your staff could be present.

.....

- C.M.
- Subject
- Sales Manager

5. Заполните пропуск:

1. \_\_\_\_\_ is the rise in the general level of prices caused by an excess of demand over supply.

- Deflation
- Gold standard
- Inflation
- Cost

2. Representatives of the socialist economic theory believed that the main object of capitalist manufacturers was to increase their \_\_\_\_\_.

- Investments
- Interests
- Costs
- Profits

3. A job interview may be an obligatory condition for a candidate looking for a \_\_\_\_\_.

- Rank
- Career
- Profession
- Post

6. Выберите реплику, наиболее соответствующую ситуации общения

Secretary: "How was a trip?"

Employee: "\_\_\_\_\_"

- I was late as usual.
- Everything was fine but a bit tiring.
- I'm thinking of going on a business trip.
- I'm just back from my trip.

ВАРИАНТ 4

1. Расположите части делового письма в правильном порядке:

1. Dear Mr. Ramirez
2. Sincerely yours  
Bill Chang  
President
3. Polycomp Worldwide  
459-34 Grand Hotel Avenue  
Yaipai  
Taiwan  
August 15, 2008
4. Mr. Gilbert M. Ramirez  
Vice President, Marketing  
Soup and Salads Restaurant  
5632 Western Avenue  
Los Angeles, California 90026
5. Yours letter of March 15 arrived this morning.

.....  
I look forward to your visit next month.

2. Перед Вами конверт:

- (1) Gary J. Marshal  
Pacific Electronics  
1325 Ocean Boulevard  
(2) Santa Monica, CA (3) 90415  
\_\_\_\_\_ (4) Ms. Eleanor R. Fleming  
\_\_\_\_\_ 246 Shasta Avenue  
\_\_\_\_\_ (5) Redding, CA (6) 96001

Что означает информация под номером?

1. ZIP code in the return address
  2. Addressee's city name
  3. Addresser's city name
  4. Addresser's name
  5. Addressee's name
  6. ZIP code in the mailing address
3. Определите, к какому виду делового документа относится представленный ниже отрывок:

Dear Sir or Madam  
I am writing in connection with my forthcoming visit to your company and my letters of 12 and 13 January.  
Unfortunately, I will not be in Hong Kong until 13 March because all the flights before then are full

*(From Company to Company by A. Littlejohn)*



- CV
- Memo
- Simple commercial letter
- Contract

4. Выберите слова или сочетания слов для заполнения пропусков так, чтобы они отражали особенности оформления служебной записки:

(1) \_\_\_\_\_: All Staff

From : R&D Director

(2) \_\_\_\_\_: the Chairman's visit

The Chairman of our corporation, (3) \_\_\_\_\_, will visit our company next Friday, 15 November. He is coming to visit our new production centre. He will arrive at 11:30 am and you are kindly requested to be at the welcome reception for him at the Conference Hall.

(4) \_\_\_\_\_

- Subject
- Mr Schnabel
- U.T.
- To

5. Заполните пропуск:

1. \_\_\_\_\_ is the rise in the general level of prices caused by an excess of demand over supply.

- Deflation
- Gold standard
- Inflation
- Cost

2. Representatives of the socialist economic theory believed that the main object of capitalist manufacturers was to increase their \_\_\_\_\_.

- Investments
- Interests
- Costs
- Profits

3. A job interview may be an obligatory condition for a candidate looking for a \_\_\_\_\_.

- Rank
- Career
- Profession
- Post

6. Выберите реплику, наиболее соответствующую ситуации общения

Boss: "Do you see what I mean?"

Employee : "....."

- Yes, but I'm not sure I quite agree.
- Yes, and I don't agree with you.
- Yes, do, please.
- I don't think so.

## ВАРИАНТ 5

1. Расположите части делового письма в правильном порядке:

1. Your company has been recommended to us by a business associate and we are writing to enquire about your translation services.

We would be grateful if you could send us your prices and terms of payment.

---

2. Blocks and Panels, 78 Victoria Park Street, Salton OK894

Telephone 875 34 53 77, fax 875 58 87 93

4 June 2005

---

3. Director General, Globus, 15 High Street, Salton PO576

---

4. We look forward to hearing from you.

Yours faithfully,

---

5. Jim Forms

Managing Director

---

6. Dear Sir/Madam,

2. Перед Вами конверт:

(1) Hafta Co.

12 Bank Road

(2) Liverpool (3) L 23 4MR

England

(4) Mr David Bintley

4 (5) King Street

Foxhill

Cambridge (6) CA25 3VC

Соотнесите информацию под определенным номером на конверте с тем, что она обозначает:

1. The ZIP Code in the mailing address
2. The addressee
3. The street name in the mailing address
4. The ZIP Code in the return address
5. The town the letter comes from
6. The sender's company name

3. Определите, к какому виду делового документа относится представленный ниже отрывок:

I am writing to apologize for the mix-up in your order. We recently began using a new packaging system, which still has a few small bugs. This morning we straightened out your order and sent it. To compensate for the inconvenience, we have enclosed coupons for you to enjoy on future purchases at any of our retail stores. Again, I apologize for the confusion and any trouble this may have caused you.

<http://www.whitesmoke.com/how-to-write-an-apology-letter.html>

- Letter of apology
- CV
- Contract
- Letter of application

4. Выберите слова или сочетания слов для заполнения пропусков так, чтобы они отражали особенности оформления служебной записки:

(1) \_\_\_\_\_ : Purchasing & Sales Supervisor

From \_\_\_\_\_ : (2) \_\_\_\_\_

(3) \_\_\_\_\_ : Drinks and Beverages Co

Date \_\_\_\_\_ : 1 Feb

Drinks and Beverages Co recently delivered our (4) \_\_\_\_\_. Unfortunately, we ordered 75 kilos of tea and 60 kilos of coffee powder and they only sent us the tea.

Please write and ask them to deliver the coffee powder as soon as possible.

- order No.378
- Manager
- To
- Subject

5. Заполните пропуск:

1. \_\_\_\_\_ is the rise in the general level of prices caused by an excess of demand over supply.

- Deflation
- Gold standard
- Inflation
- Cost

2. Representatives of the socialist economic theory believed that the main object of capitalist manufacturers was to increase their \_\_\_\_\_.

- Investments
- Interests
- Costs
- Profits

3. A job interview may be an obligatory condition for a candidate looking for a \_\_\_\_\_.

- Rank
- Career
- Profession
- Post

6. Выберите реплику, наиболее соответствующую ситуации общения

Boss: "All the workers of our plant are on strike!"

Secretary: "\_\_\_\_\_"

- What don't they need strikes for?
- That's really awful of you to say that!

- I don't believe you.
- I can't believe it!

#### ВАРИАНТ 6

1. Расположите части делового письма в правильном порядке:

1. We thank you for your letter dated the 29th September and are pleased to send you our latest catalogue and the current price list. We shall send you a special offer as soon as we have your exact requirements.

---

2. George Finchley & Sons, 68 Bond Street, London  
4 October 2003

---

3. Yours faithfully,

---

4. Sally Blinton  
Sales Manager

---

5. Dear Sirs,

---

6. Messrs Dickson & King, 9 Newgate Street, London

2. Перед Вами конверт:

**(1) Hanston Electrics ,  
48 (2) Golden Road,  
Manchester (3) M11 4NS  
England**

**(4) The Music Shop,  
45 (5) Winston Road,  
London (6) WC2 10H**

Соотнесите информацию под определенным номером на конверте с тем, что она обозначает:

1. The ZIP Code in the mailing address
  2. The sender's name
  3. The street name in the return address
  4. The ZIP Code in the return address
  5. The street name in the mailing address
  6. The addressee's company name
3. Определите, к какому виду делового документа относится отрывок:

Dear Akram

Thank you for your fax.

I was sorry to hear that you've had some problems with the WR458. We do all we can to make sure that our products leave our factory in perfect condition, but unfortunately sometimes a bad one does slip through. If you can arrange for it to be returned to me, I'll let you have a replacement by return.

Hoping that you are keeping well,

Regards

Tony

Anthony Hopkins

*(From Company to Company by A.Littlejohn)*

- CV
- Letter of apology
- Contract
- Memo

4. Выберите слова или сочетания слов для заполнения пропусков так, чтобы они отражали особенности оформления служебной записки:

To : Eric Ford, Purchasing

(1) \_\_\_\_\_ : Helen Wong, Marketing

Subject : (2) \_\_\_\_\_

Would you please (3) \_\_\_\_\_ for our new employee, and tell me when the furniture will arrive?

(4) \_\_\_\_\_

- H.W.
- From
- buy a swivel chair and a desk
- buying new furniture

5. Заполните пропуск:

1. \_\_\_\_\_ is the activity or result of distributing or disposing persons or things properly or methodically.

- Board
- Committee
- Council
- Organization

2. \_\_\_\_\_ is an official document showing permission has been given to use the company's logo.

- Invoice
- Cheque
- Licence
- Permission

3. The managers of a company had difficulties with low motivation among its \_\_\_\_\_.

- Workforce
- Budget
- Rates
- Production

6. Выберите реплику, наиболее соответствующую ситуации общения

Employee 1: "Now, what we really need is a nice long holiday- both of us."

Employee 2: "\_\_\_\_\_"

- Why, indeed, it's not my fault.
- How ridiculous! We must try another company.
- Why should you be so unfortunate?
- Please stop saying that! You know why we can't leave our jobs at the moment.

#### ВАРИАНТ 7

1. Расположите части делового письма в правильном порядке:

1. Mr Rodney Giles  
Manager, Customer Support  
Inter-Office Solutions Inc.  
1289 Luxor Station Rd.  
Cedar Springs, IL, 34985

---

2. Sincerely,  
Marilyn French  
Senior Consultant

---

3. Chicago  
PricewaterhouseCoopers LLP  
One North Wacker  
Chicago, Illinois 60606  
Telephone: [1] (312) 298 2000  
20 July 2006

---

4. Dear Mr Rodney,

---

5. This is further to our meeting of last week at which we agreed to hold a series of meetings over the next two months to review your experiences with the pilot implementation of the 1to1 Customer Relationship Management Program. If you have any questions or would like to add anything please give me a call at 745-9878. We look forward to seeing you at the August 14th meeting.

2. Перед Вами конверт:

Mr. Kevin Kennedy  
2107 (1) Packer Drive  
(2) Amarillo, TX (3) 79108

Mr. and Mrs. George Smith  
(4) 800 (5) Park Avenue, 3C  
New York, (6) New York 10025

Соотнесите информацию под определенным номером на конверте с тем, что она обозначает:

1. The name of the state
2. The name of the city
3. The street name in the return address
4. The ZIP code

5. The suite number
  6. The street name in the mailing address
3. Определите, к какому виду делового документа относится представленный отрывок:

.....  
**Thank you for your fax dated 13 May concerning your order for five of our drills.**  
**We must apologise for the delay in shipping this order. This was due to unforeseen circumstances. However, we are dealing with your order now and it will be sent without further delay.**  
 .....  
*(From Company to Company by A.Littlejohn)*

вок:

- Letter of apology
  - Memo
  - Letter of application
  - CV
4. Выберите слова или сочетания слов для заполнения пропусков так, чтобы они отражали особенности оформления служебной записки:
- (1) \_\_\_\_: Sales representatives  
 From : Sales manager
- (2) \_\_\_\_: Sales meeting  
 Date : 22 May
- A meeting of sales representatives will be held in the Sales Manager's Office in Bee Street on Monday 22 May at 10.00 a.m. Everyone is requested to arrange their (3) \_\_\_\_ so that they will be free to attend.
- (4) \_\_\_\_
- schedules
  - D.M.
  - To
  - Subject
5. Заполните пропуск:
1. \_\_\_\_ is the rise in the general level of prices caused by an excess of demand over supply.
    - Deflation
    - Gold standard
    - Inflation
    - Cost
  2. \_\_\_\_ department is responsible for hiring, training and placing employees.
    - Personnel
    - Personal
    - Private
    - Public Relations
  3. \_\_\_\_ is a team of office workers who assist their superior in carrying out an assigned task.
    - Colleagues
    - Co-workers
    - Stuff
    - Staff
6. Выберите реплику, наиболее соответствующую ситуации общения  
 Employee: "As far as I understand, it's almost impossible to operate the production line so

quickly.”

Manager: “\_\_\_\_\_”

- I think you should give up this idea.
- Yes, I get the ideal decision.
- You have no right to get on with this job.
- Well, you are quite right, but we are to do our best.