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«Ивановский государственный политехнический университет»

Кафедра иностранных языков

АНГЛИЙСКИЙ ЯЗЫК

Методические указания по грамматике
для студентов очно-заочной формы обучения

Иваново 2018

Данные методические указания содержат краткий справочник по основным разделам английской грамматики, упражнения, темы для устного общения, лексический материал и тексты. Цель издания – способствовать усвоению студентами основных грамматических форм и развитию навыков их применения в письменной и устной речи.

Методические указания предназначены для аудиторной и самостоятельной работы студентов I–II курсов, обучающихся по очно-заочной форме всех направлений бакалавриата.

Составители: канд. филол. наук, доц. Т.Г. Барышева
ст. преп. Л.А. Наградова

Рецензент канд. филол. наук, доц. А.А. Абызов

Редактор Т.В. Федорова

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I. КРАТКИЙ ГРАММАТИЧЕСКИЙ СПРАВОЧНИК С УПРАЖНЕНИЯМИ

ИМЯ СУЩЕСТВИТЕЛЬНОЕ

Артикль – показатель существительного.

Неопределенный артикль **a (an)** – a boy.

Определенный артикль **the** – the boy.

Упоминая предмет впервые, мы употребляем перед ним неопределенный артикль **a (an)**. Упоминая этот же предмет вторично, мы ставим перед ним определенный артикль **the**:

This is **a** book. **The** book is interesting.

Употребление артиклей с исчисляемыми и неисчисляемыми существительными

Типы существительных	a/an (первое упоминание, какой-то, всякий, любой)	the (известный, определенный)	– (первое упоминание, какой-то, какие-то, любой, все)
Исчисляемые существительные в ед. числе	a student an engineer	the student the engineer	–
Исчисляемые существительные во множ. числе	–	the students	students
Неисчисляемые существительные	–	the money	money

Артикль не употребляется, если перед существительным стоит притяжательное или указательное местоимение, другое существительное в притяжательном падеже, количественное числительное или отрицание “no” (не “not”).

Образование множественного числа имен существительных

Большинство существительных образуют множественное число с помощью окончания **-s (-es)**: a boy – boys.

Окончание **-es** во множественном числе имеют:

а) существительные, оканчивающиеся в ед. числе на **s, ss, sh, ch, tch, x**:

bus – buses (автобус – автобусы)

class – classes (класс – классы)

bush – bushes (куст – кусты)

speech – speeches (речь – речи)

match – matches (спичка – спички)

box – boxes (коробка – коробки)

б) существительные, оканчивающиеся в ед. числе на **о**:

hero – heroes (герой – герои)

potato – potatoes (картофелина – картофель)

tomato – tomatoes (помидор – помидоры) **Но:**

photo – photos (фотография – фотографии)

piano – pianos (рояль – рояли)

zero – zeros (нуль – нули)

в) существительные, оканчивающиеся в ед. числе на **у**, перед которой стоит согласная (**у** при этом меняется на **і**):

army – armies (армия – армии)

г) некоторые существительные, оканчивающиеся в ед. числе на **f** или **fe** (**f** при этом меняется на **v**):

leaf – leaves (лист – листья)

shelf – shelves (полка – полки)

half – halves (половина – половины)

wife – wives (жена – жены)

Некоторые существительные образуют множественное число иными способами, их следует запомнить:

man – men (человек, мужчина – люди, мужчины)

woman – women (женщина – женщины)

child – children (ребенок – дети)

foot – feet (нога – ноги)

tooth – teeth (зуб – зубы)

goose – geese (гусь – гуси)

mouse – mice (мышь – мыши)

sheep – sheep (овца – овцы)

deer – deer (олень – олени)

crisis – crises (кризис – кризисы)

basis – bases (основа – основы)

Падеж

Существительные имеют два падежа: общий и притяжательный. Существительные в общем падеже не имеют специального окончания:

The man did this work. – Этот человек сделал работу.

I saw the man. – Я видел этого человека.

Форму притяжательного падежа обычно имеют лишь существительные, обозначающие живое существо, которому принадлежит какой-нибудь предмет, качество или признак. Существительное в притяжательном падеже имеет окончание **s**, перед которым стоит апостроф, или выражено сочетанием существительного с предлогом **of**.

Данный падеж равнозначен русскому родительному падежу:

This boy's toy

или – игрушка этого мальчика

The toy of this boy

Во множественном числе после буквы **s** добавляется только апостроф:

The boys' toys – игрушки этих мальчиков.

Все остальные падежи в английском языке выражены сочетанием общего падежа с предлогом или без предлога:

the boy – мальчик (именительный падеж)

to the boy – мальчику (дательный падеж)

the boy – мальчика (винительный падеж)

by the boy – мальчиком (творительный падеж)

about the boy – о мальчике (предложный падеж)

УПРАЖНЕНИЯ

1. Вставьте артикль, где необходимо.

1. This is ... computer. It is my ... computer. 2. Is this your ... pencil? – No, it isn't my... pencil, it is my sister's ... pencil. 3. I have ... sister. My ... sister is ... engineer. My sister's ... husband is ... doctor. 4. I have no ... brother. 5. She has got ... headache. 6. Have they got ... car? – Yes, they have. Their ... car is very expensive but reliable. 7. Have you got ... calculator? – No, I haven't. 8. Is this ... watch? – No, it isn't ... watch, it's ... pen. 9. This ... pen is good, and that ... pen is bad. 10. I can see ... pencil on ... table, but I can see no ... paper. 11. They have ... dog and two ... cats. 12. There is ... big tree in ... garden. 13. There is ... bank near here. – Where is ... bank? 14. There is ... new supermarket in ... center of our ... town. 15. There is ... hotel over there. ... hotel isn't cheap. 16. This is ... resource. ... resource is important. 17. This is ... manager. ... manager is American. 18. This is ... plant. ... plant produces automobiles. 19. These are ... services. ... services are important for plants. 20. These are managers. ... managers are Russian and American. 21. These are ... goods. ... goods are industrial. 22. These are ... people. ... people are from ... small towns.

2. Вставьте артикль, где необходимо.

1. He hasn't got ... car. But he's got ... computer. ... computer is new. 2. My ... friends have got ... cat and ... dog. ... dog never bites ... cat. 3. This is ... tree. ... tree is green. 4. I can see three ... boys. ... boys are playing. 5. I have ... bicycle. ... bicycle is black. My ... friend has no ... bicycle. 6. Our ... room is large. 7. We wrote ... dictation yesterday. ... dictation was long. 8. She has two ... daughters and one ... son. Her ... son is ... pupil. 9. Last year I gave my ... mother ... bracelet for her ... birthday. She liked ... bracelet. 10. My ... brother's ... friend has no ... dog. 11. This ... pencil is broken. Give me that ... pencil, please. 12. She has ... ball. ... ball is ... big. 13. I got ... letter from my ... friend

yesterday. ... letter was interesting. 14. When they were in Geneva, they stayed at ... hotel. Sometimes they had dinner at ... hotel and sometimes in ... restaurant. 15. This is my ... pen. ... pen is red. 16. These are ... pencils. ... pencils are black. 17. This is ... soup. ... soup is tasty. 18. In the morning I eat ... sandwich and drink ... tea. 19. She gave me ... coffee. ... coffee was hot. 20. He never eats ... meat, he always eats ... vegetables, fruit and ... nuts. He is ... vegetarian. 21. She bought ... meat, butter and ... potatoes yesterday.

3. Образуйте форму множественного числа существительных:

a star, a mountain, a tree, a man, a road, a mouse, a room, a knife, a child, a bus, a town, a foot, a tooth, a sheep, a woman, a play, a goose, a story, a day, a pen.

4. Разделите существительные на две группы: исчисляемые и неисчисляемые. От исчисляемых существительных образуйте формы множественного числа:

country, businessman, man, money, information, service, industry, coffee, good, problem, trade, plant, consumer, economy, water, milk, news, resource, watch, basis, leaf, piano, crisis, half, box, deer, wife, dress, fox, lady, salt.

5. Перефразируйте следующие словосочетания и предложения, употребляя притяжательный падеж:

1. The ball of the dog. 2. The skateboard of that man. 3. The songs of the children. 4. The umbrella of my grandmother. 5. The room of my friend. 6. The questions of my son. 7. The wife of my brother. 8. The table of our teacher. 9. The poems of Pushkin. 10. The voice of this girl. 11. The letter of Pete. 12. The car of my parents. 13. The life of this woman. 14. The handbags of these women. 15. The flat of my sister is large. 16. The children of my brother are at home. 17. The room of the boys is light. 18. The work of these students is interesting. 19. The name of the girl is Jane.

МЕСТОИМЕНИЕ

Лицо, число	Личные		Притяжательные		Возвратн. и усилит.
	Им. падеж	Объектн. падеж	I форма	II форма	
1-е, ед.	I – я	me – меня, мне	my – мой	mine	myself
2-е, ед.	you – ты	you – тебя, тебе	your – твой	yours	yourself
3-е, ед.	he – он	him – его, ему	his – его	his	himself
	she – она	her – ее, ей	her – ее	hers	herself
	it – он, а, о	it – его, ее	its – его, ее	its	itself
1-е, мн.	we – мы	us – нас, нам	our – наш	ours	ourselves
2-е, мн.	you – вы	you – вас, вам	your – ваш	yours	yourselves
3-е, мн.	they – они	them – их, им	their – их	theirs	themselves

Указательные местоимения

Указательные местоимения **this** и **that** имеют единственное и множественное число:

this – этот, эта, это

these – эти

that – тот, та, то

those – те

Неопределенные и отрицательные местоимения

Some/any (какой-то, какой-либо), **no** (никакой), **somebody/someone** (кто-то), **something** (что-то), **anybody/anyone** (кто-нибудь, кто-либо), **anything** (что-нибудь, что-либо), **nobody/no one** (никто), **nothing** (ничто).

Местоимения **some, somebody, someone, something** употребляются в утвердительных предложениях; **any, anybody, anyone, anything** – в вопросительных; **no, nobody, no one, nothing** – в отрицательных:

I have **some** English books. – У меня есть несколько книг на английском языке.

Have you **any** English books? – У вас есть какие-нибудь книги на английском языке?

I have **no** English books. – У меня нет никаких книг на английском языке.

Местоимение **any** может употребляться в предложении со значением «любой», местоимение **some** – со значением «некоторый», «немного»:

Any child knows about this. – Об этом знает любой ребенок.

Would you like **some** coffee? – Не хотите ли немного кофе?

Если в отрицательном предложении при глаголе-сказуемом стоит отрицание **not**, местоимения **no, nobody, no one, nothing** не употребляются. Вместо них используются местоимения **any, anybody, anyone, anything**:

I do **not** have **any** English books. – У меня нет никаких книг на английском языке.

Два отрицания в одном предложении невозможны:

I know **nothing** about this. – Я ничего об этом не знаю.

Much, many, (a) little, (a) few

Much (много), **a little** (немного) употребляются с неисчисляемыми существительными, **many** (много), **a few** (несколько) – с исчисляемыми существительными. Использование слов **few** (мало) и **little** (мало) без артикля изменяет смысл предложения:

I have **much** time. – У меня много времени.

I have **many** books. – У меня много книг.

I have **a little** time. – У меня есть немного времени.

I have **little** time. – У меня мало времени.

I have **a few** books. – У меня есть несколько книг.

I have **few** books. – У меня мало книг.

УПРАЖНЕНИЯ

1. Вставьте личное или притяжательное местоимение.

1. The girls are here, ... came early. 2. The boss left an hour ago. I didn't see
3. Jane is ... sister. ... is older than ... am. 4. ... like to visit ... friends who live not far from ... house. 5. Sam met Ann at the entrance, ... showed ... the pictures. 6. ... flat is on the third floor, ... windows face the sea.

2. Используйте подходящее местоимение.

1. Kate and (I, me) work together. 2. We spend our holiday together with (them, they). 3. My sister and (I, me) are good friends. 4. (She, her) writes letters to (he, him) every day. 5. (We, us) enjoy playing tennis. 6. Will you give (her, she) and (I, me) some help? 7. (My, me) aunt Susan is (my, me) mother's sister. 8. (Our, us) relatives are coming to see (our, us) today. 9. George and Carol are having (them, their) lunch. 10. Tell (them, their) about it. 11. We were surprised to see (them, their) on the platform, they also came to meet (our, us). 12. Is this (you, your) dog? 13. Don't tell (they, them) about (it, its). 14. This is (me, my) book. 15. They looked at (I, me) and said nothing.

3. Вставьте some или any.

1. There are ... schools in this town. 2. There are ... students in the classroom.
3. I can see ... children in the yard. 4. Are there ... pictures in your book? 5. Are there ... new students in your group? 6. I have got ... time to spare. 7. I'd like to ask you ... questions. 8. Would you like ... coffee? 9. Are there ... maps on the wall? – No, there aren't 10. Are there ... English textbooks on the desks? – Yes, there are

4. Заполните пропуски, вставив одно из слов, данных в скобках.

1. Sorry, we haven't got ... black socks. (no, any) 2. They have ... red boots, Kate. (any, no) 3. I don't want ... today, thank you. (nothing, anything)
4. I haven't got ... clean exercise-books. (any, no) 5. We shall not buy ... in this shop. (nothing, anything) 6. Didn't you buy ... potatoes yesterday? (any, no)
7. I didn't see ... in the street when I went out. (anybody, nobody) 8. There was ... at home. (anybody, nobody) 9. I know ... about this. (nothing, anything)

5. Поставьте существительные во множественное число, произведя в предложениях все необходимые изменения.

1. This man is an engineer. 2. That woman is my sister. 3. This child is her son. 4. My tooth is white. 5. That girl has a blue dress. 6. My uncle has an expensive car. 7. This room is very large. 8. That goose is big. 9. That girl is my niece. 10. This child's toy is new. 11. This mouse is white. 12. There is a knife on the table. 13. This town isn't very large. 14. This a good question. 15. This city is very old.

6. Вставьте *how much* или *how many*.

1. ... milk is there in the bottle? 2. ... books are there on the table? 3. ... sheep has this farmer got? 4. ... time is left? 5. ... mistakes are there in your dictation? 6. ... money do you need? 7. ... students are there in the classroom? 8. ... does it cost? 9. ... days are there in April? 10. ... rooms are there in his flat. 11. ... people are there in the room? 12. ... lectures do you have today? 13. ... days a week do you go to the University?

ЧИСЛИТЕЛЬНОЕ

Количественные

1 – one
2 – two
3 – three
4 – four
5 – five
6 – six
7 – seven
8 – eight
9 – nine
10 – ten
11 – eleven
12 – twelve
13 – thirteen
20 – twenty
21 – twenty-one
100 – one (a) hundred

101 – one hundred and one

1001 – one thousand and one

1200 – one thousand two hundred = twelve hundred

2,045,328 books – two million forty-five thousand three hundred and twenty-eight books

Порядковые

the first
the second
the third
the fourth
the fifth
the sixth
the seventh
the eighth
the ninth
the tenth
the eleventh
the twelfth
the thirteenth
the twentieth
the twenty-first
the hundredth

Хронологические даты

in 1900 – in nineteen hundred

– в 1900 году

in 1905 – in nineteen-[ou]-five

– в 1905 году

in 1964 – in nineteen sixty-four

– в 1964 году

in 2000 – in two thousand

– в 2000 году

in 2003 – in two thousand and three

– в 2003 году

on the 15th of January, 1968 – on the

– 15 января 1968 года

fifteenth of January, nineteen sixty-eight

on January 15, 1958 – on January fifteenth,

– 15 января 1958 года

nineteen fifty-eight

Номера страниц, комнат, автобусов и т. д.

on page 305 – three hundred and five = three-[ou]-five	– на странице 305
in room 418 – four hundred and eighteen	– в комнате 418
to take the 134 bus – the one three four bus	– ехать 134-м автобусом

Дробные числа (простые и десятичные)

1/3 ton – third of a ton	– 1/3 тонны
1/2 kilometre – half of a kilometer	– 1/2 км
1/4 kilometre – a quarter of a kilometre	– 1/4 км
3/5 ton – three fifths of a ton	– 3/5 тонны
0.5 – point five	– 0,5
3.217 – three point two one seven	– 3,217
54.85 tons – fifty-four point eighty-five tons	– 54,85 тонны

УПРАЖНЕНИЯ

1. Произнесите по-английски следующие числительные:

13; 43; 39; 789; 205; 4,500; 6,130; 88,239; 105,111; 723,984; 412,701; 2,641,333; 11,168,558; 20,279,113.

2. Переведите на английский язык:

9 мая 1945 года; 23 февраля 1917 года; 12 февраля 1962 года; к 31 января 1971 года; в ноябре 1957 года; к 7 ноября 1947 года; 9 января 1905 года; в 1812 году; 1941 год.

СТЕПЕНИ СРАВНЕНИЯ ИМЕН ПРИЛАГАТЕЛЬНЫХ И НАРЕЧИЙ

Английские имена прилагательные и наречия имеют положительную, сравнительную и превосходную степени сравнения.

Положительная степень	Сравнительная степень	Превосходная степень
Односложные прилагательные		
cold – холодный	colder – холоднее	the coldest – самый холодный
big – большой	bigger – больше	the biggest – самый большой
Многосложные прилагательные		
important – важный	more important – важнее	the most important – самый важный

Следует запомнить особые случаи образования степеней сравнения:

good / well (хороший, хорошо)	– better (лучше)	– the best (самый хороший, лучший)
bad/ badly (плохой, плохо)	– worse (хуже)	– the worst (самый плохой)
little (маленький, мало)	– less (меньше)	– the least (самый маленький)
much / many (много)	– more (больше)	– the most (больше всего)
far (далеко, далекий, дальний)	– farther (дальше, более дальний) – <i>о расстоянии</i>	– the farthest (самый дальний, самый далекий) – <i>о расстоянии</i>
	– further:	– the furthest (самый дальний, самый далекий)
	а) (более дальний, далекий) – <i>о расстоянии</i>	
	б) (дальнейший, последующий) – <i>по порядку</i>	

Прилагательное **old** имеет две формы сравнительной и превосходной степеней, которые различаются по значению:

old (старый)	– older (старше, старше)	– the oldest (самый старый, старший)
	– elder (старше) – <i>в семье</i>	– the eldest (самый старший) – <i>в семье</i>

Парный союз **the ... the** в сочетании с прилагательным или наречием в сравнительной степени переводится на русский язык союзом **чем ... тем**:

The sooner the better. – Чем скорее, тем лучше.

УПРАЖНЕНИЯ

1. Образуйте сравнительную и превосходную степени следующих прилагательных и наречий:

angry, big, busy, cheap, clean, clear, deep, fast, early, funny, heavy, happy, hot, kind, little, old, bad, careful, elegant, long, many/much, lucky, expensive, good, important, strong, cold, interesting, light, useful, nice, large, beautiful.

2. Переведите на английский язык:

старый, старше, самый старый, самый старший, мой старший брат, мой старый друг, дальше, самый дальний, самый длинный, короче, лучше, счастливый, счастливее, самый счастливый, самая важная работа, интереснее, самый лучший, теплее, его старший сын, ее младшая дочь, ее лучший друг, самый красивый цветок, более длинный путь, хороший инженер.

3. Выберите правильное слово и переведите предложения на русский язык.

1. England is (less, smaller) than France. 2. I've got (less, smaller) time today than yesterday. 3. Don't you spend (less, fewer) time at the stadium than in front of your TV set? 4. (Larger and larger, More and more) companies in the UK do business with Russian partners. 5. Isn't this exhibition a little (less, smaller, fewer) than the one we went to last Sunday. 6. There are (less, fewer) people in the park on weekdays than at the weekend.

4. Переведите предложения на английский язык.

1. В этой стране февраль – самый холодный месяц в году. 2. Анна старше своей сестры. 3. Эверест – самая высокая гора в мире. 4. Луна меньше, чем Солнце. 5. Алекс – самый лучший ученик в классе. 6. Я живу дальше от центра, чем ты. 7. Том поет хуже, чем Сэм. 8. Лена – самая младшая из девочек. 9. Самая плохая отметка – “двойка”. 10. Твое платье красивее моего. 11. Это более теплый свитер. 12. Это самая дорогая машина.

ГЛАГОЛ

Глагол **to be** (быть) в простом настоящем времени
(Present Simple Tense)

Утвердительные предложения

I	am	a student/students at the University.
He/She/It	is	
We/You/They	are	

Отрицательные предложения

I	am not	a student/students at the University.
He/She/It	is not (isn't)	
We/You/They	are not (aren't)	

Вопросительные предложения

Am	I	a student/students at the University?
Is	he/she/it	
Are	we/you/they	

Краткие ответы:

Yes, he is.

Yes, we are.

No, she isn't.

No, they aren't.

Специальные вопросы

(вопросы, которые начинаются с вопросительного слова,
например, **when, where, why, how, what** и др.)

Where	am	I?
	is	he/she/it?
	are	we/you/they?

There is / there are – есть, существует/-ют

There is / there are no / not any – нет, не существует/-ют

Глагол **to be** в простом прошедшем времени
(Past Simple Tense)

Утвердительные предложения

I/He/She/It	was (был, была, было)	at the University yesterday.
We/You/They	were (были)	a student/students last year.

Отрицательные предложения

I/He/She/It	was not (wasn't)	at the University yesterday.
We/You/They	were not (weren't)	a student/students last year.

Вопросительные предложения

Was	I/he/she/it	at the University yesterday?
Were	we/you/they	a student/students last year?

Краткие ответы:

Yes, he was.

Yes, we were.

No, she wasn't.

No, they weren't.

Специальные вопросы

Where	was	I/he/she/it	yesterday?
	were	we/you/they	yesterday?

Глагол **to be** в простом будущем времени
(Future Simple Tense)

Утвердительные предложения

I/We	shall be	at the University tomorrow.
He/She/It /You/They	will be	

Отрицательные предложения

I/We	shall not be/will not be (shan't be/won't be)	at the University tomorrow.
He/She/It /You/They	will not be (won't be)	

Вопросительные предложения

Shall/Will	I/we	be at the University tomorrow?
Will	he/she/it /you/they	

Краткие ответы:

Yes, he will.

Yes, we shall/will.

No, she won't.

No, they won't.

Специальные вопросы

Where	shall	I/we	be	tomorrow?
	will	he/she/it/you/they		tomorrow?

УПРАЖНЕНИЯ

1. Используйте am, is, are.

1. The metro station ... far from my house. 2. Mary and Nelly ... friends. 3. It ... not good to do such mistakes in the test. 4. They ... glad to see her. 5. It ... such a nice morning! 6. It ... easy to translate this text. 7. It ... important to see them immediately. 8. They ... busy. 9. She ... too young to understand it. 10. You ... a first-year student. 11. Exercise 6 ... on page 15.

2. Вставьте am (not), are (not), is (not).

1. I ... a student. 2. My father ... a teacher, he ... a doctor. 3. The manager ... in the office. 4. Agriculture and manufacturing ... important in all economies. 5. He ... a student. He ... a manager in a building company. 6. ... you an engineer? – No, I 7. I ... a student of medicine, I ... a student of the economics department. 8. Fuel ... important for all industries. 9. ... your sister a book-keeper? – No, she My sister ... a student. 10. ... this your watch? – Yes, it 11. What ... your phone number?

3. Измените следующие предложения на отрицательные и вопросительные, ответьте на вопросы:

1. The English language is very difficult. 2. Processing is important for all mineral resources. 3. Mr. Black is a professor of chemistry. 4. My friends are bank managers. 5. The growth of trade is very quick in this country. 6. Mathematics is an important subject for technical students.

4. Вставьте is, are.

1. There ... many good books in the library. 2. There ... no growth in the economy this year. 3. There ... many branches of manufacturing. 4. There ... no mineral resources in this part of the country. 5. There ... no water for crop farming in that region. 6. There ... no trade between the two countries.

5. Вставьте глагол to be в Present Simple.

1. Where ... you? – I ... in the kitchen. 2. Where ... Fred? – He ... in the garage. 3. Where ... Lisa and John? – They ... at college. 4. ... you busy? – No, I ... not. Mike ... busy. He ... the busiest person I've ever met. 5. It ... ten o'clock. She ... late again. 6. How ... you? – I ... not very well today. – I ... sorry to hear that. 7. We ... interested in classical music. 8. Vera ... afraid of dogs. 9. My grandmother ... not nervous and she ... rarely upset. She ... the kindest person I've ever seen. My grandmother ... really wonderful. 10. I ... sorry. They ... not in

the office at the moment. 11. What ... the time, please? – Two o'clock. 12. Which sport do you think ... the most dangerous? 13. Debt ... the worst kind of poverty. 14. Do you have any idea where he ... ? 15. Used cars ... cheaper but less reliable than new cars. 16. What ... the weather forecast for tomorrow. 17. I don't remember what his telephone number

6. Вставьте глагол to be в Present Simple.

1. She ... a student. She ... a good student. 2. Where ... you from? – I ... from Moscow. 3. My mother ... not a teacher. 4. ... your brother at school? – Yes, he 5. My friend ... an engineer. He ... at work. 6. Nick ... not a college student. He ... a school boy. He ... at school now. 7. Helen ... a painter. She has some fine pictures. They ... on the wall. 8. ... this your book? – This book ... not mine. My book ... in my bag. 9. These ... his newspapers. 10. My uncle ... an office worker. 11. ... your parents at home? – No, they ... not. 12. Michael has a brother. His brother ... a worker. He ... at home.

7. Вставьте глагол to be в Present, Past или Future Simple.

1. The students ... in the Russian Museum. 2. Last month they ... in the Hermitage. There ... an interesting exhibition there. 3. In two weeks they ... in the Tretyakov Gallery. 4. My father ... a teacher. 5. He ... a pupil twenty years ago. 6. My sister ... not ... at home tomorrow. 7. She ... at school tomorrow. 8. ...you ... at home tomorrow? 9. ... your father at work yesterday? 10. My sister ... ill last week. 11. She ... not ill now. 12. Yesterday we ... at the theatre. 13. Where ... your mother now? – She ... in the kitchen. 14. Where ... you yesterday? – I ... at the cinema. 15. ... your little sister in bed now? – Yes, she ... 16. ... you ... at school tomorrow? – No, I 17. When my granny ... young, she ... an actress. 18. My friend ... in Moscow now. 19. He ... in St. Petersburg tomorrow.

8. Вставьте глагол to be в Present, Past или Future Simple.

Ronald Frank ... a managing director of the First Bank of Kingsville in Main Street. He ... always on a business trip. Yesterday he ... in Geneva, Tomorrow he ... in London. Last week he ... in Chicago. Next week he ... in New Orleans. At the moment he ... in Amsterdam. In two hours he ... in the Hague. Three days ago he ... in Paris. At the end of his trip he ... usually very tired but happy. He ... with his family now. His sons ... so much excited. They have got new toys from their father. Everybody in the family ... very glad to see him at home again.

9. Переведите предложения на английский язык, употребляя глагол to be в Present, Past или Future Simple.

1. Вчера они были в библиотеке. 2. Сейчас они в школе. 3. Завтра они будут в театре. 4. В данный момент его здесь нет. 5. В воскресенье он

будет на концерте. 6. В прошлую субботу он был на стадионе. 7. Мой брат сейчас в школе. 8. Мой брат был вчера в кино. 9. Мой брат будет завтра дома. 10. Ты будешь дома завтра? 11. Она была вчера в парке? 12. Он сейчас во дворе? 13. Где папа? 14. Где вы были вчера? 15. Где он будет завтра? 16. Мои книги были на столе. Где они сейчас? 17. Моя мама вчера не была на работе. Она была дома. 18. Мой брат не в парке. Он в школе. 19. Завтра в три часа Коля и Миша будут во дворе. 20. Мы не были на юге прошлым летом. Мы были в Москве. 21. Завтра мой дедушка будет в деревне. 22. Когда твоя сестра будет дома? 23. Ты будешь летчиком? – Нет, я буду моряком. 24. Моя сестра была студенткой в прошлом году, а сейчас она врач. – Ты тоже будешь врачом? – Нет, я не буду врачом. Я буду инженером. 25. Они не были в кино. 26. Они не в школе. 27. Они дома. 28. Вы были в парке вчера? 29. Он был в школе вчера? 30. Он был рабочим. 31. Она была учительницей.

ВИДОВРЕМЕННЫЕ ФОРМЫ АНГЛИЙСКОГО ГЛАГОЛА

Глагол в английском языке имеет четыре формы: инфинитив (Infinitive), прошедшее неопределенное время (Past Indefinite) и причастия настоящего и прошедшего времени (Participle I, Participle II).

<i>Infinitive</i>	<i>Past Indefinite</i>	<i>Participle II</i>	<i>Participle I</i>
to ask	asked	asked	asking
to go	went	gone	going

Все английские глаголы делятся на правильные и неправильные. Правильные глаголы образуют формы Past Indefinite и Participle II путем прибавления суффикса **-ed** к основе глагола: to stop – stopped – stopped.

Формы неправильных глаголов следует заучивать: to write – wrote – written (см. таблицу неправильных глаголов).

Времена группы **Indefinite (Simple)**

Времена группы **Indefinite** обозначают обычное, регулярное, повторяющееся действие либо указывают на сам факт его совершения в настоящем, прошедшем или будущем.

С временами группы **Indefinite** обычно употребляются следующие словосочетания и слова:

1. **Present Indefinite:** every day (week, year), often, seldom, always, regularly, sometimes, as a rule.

2. **Past Indefinite:** yesterday, the day before yesterday, last week (month, year), ago.

3. **Future Indefinite:** tomorrow, the day after tomorrow, next week (month, year), in a day (week, month).

<i>Voice</i>	<i>Present</i>	<i>Past</i>	<i>Future</i>
Active	I We You ask They He/she/It asks	I We You They asked He She It	I shall ask We shall ask You They will ask He/She/It
Passive to be + Participle II (V ₃)	I am asked He/She/It is asked We You are asked They	I was asked He/She/It was asked We You were asked They	I/ We shall be asked He/She/It You will be asked They

Порядок слов (Word order)

	I	II	III	IV
	I	speak (spoke, shall speak)	English	well.
	He	speaks (spoke, will speak)	English	well.
	I	don't (didn't, shan't) speak	English	well.
	He	doesn't (didn't, won't) speak	English	well.
	Do(Did,Will)	you	English	well?
	Does(Did,Will)	he	English	well?
What language	do(did,will)	you	–	well?
	does(did,will)	he	–	well?

В специальных вопросах, относящихся к подлежащему, вопросительное слово является подлежащим, поэтому сохраняется порядок слов утвердительного предложения:

Who speaks English well?

Future Indefinite не употребляется в придаточных предложениях времени и условия после союзов **if, when, before, after, as soon as, till, until**. В этих предложениях вместо **Future Indefinite** используется **Present Indefinite**. На русский язык переводится будущим временем:

I shall enter the University when I finish school. –

Я поступлю в университет, когда закончу школу.

Глагол to have в Indefinite Active

<i>Present</i>	<i>Past</i>	<i>Future</i>
have (got)		shall have
has (got)	had	will have

УПРАЖНЕНИЯ

1. Используйте глагол to have в соответствующей форме и переведите предложения на русский язык.

1. The house ... five floors. 2. They ... a four-year-old son. 3. It's a rainy day. ... he an umbrella with him? 4. He ... no bad habits. 5. ... she any sons? 6. ... you a summer cottage? 7. We ... no time left. 8. You ... ten minutes to finish this task. 9. I don't ... enough money to buy this coat. 10. Let's ... a break.

2. Переведите предложения на английский язык, следите за употреблением глаголов to be и to have.

1. Анне 20 лет. 2. Она студентка? 3. У них новая квартира. 4. У меня нет автомобиля. 5. У него большая семья. 6. Мамы нет дома. 7. У вас есть кошка? 8. Студенты в аудитории. У них лекция. 9. Ты сейчас занята? 10. Я сейчас не на работе, я в кафе.

3. Раскройте скобки, употребляя глагол в Present Simple.

1. We (to learn) English at the University. 2. Ben (to go out) to parties every weekend. 3. I (to like) music and pictures. 4. Ann (to know) many songs. 5. She (to play) tennis very well. 6. My friends (to work) at an office. 7. My working day (to begin) at seven o'clock. 8. I (not to walk) to work every morning. 9. She (to do) her morning exercises every day. 10. He (to speak) German. 11. I (to visit) my friend every week. 12. Her first class (to start) at eight o'clock. 13. Ann (not to read) a lot. 14. He always (to invite) his friends to his birthday party. 15. I (to go) for a walk every day. 16. She (to wash) her car once a week.

4. Дайте краткие ответы на вопросы.

1. Does your cat like dogs? 2. Is your brother's wife pretty? 3. Do you often go to the cinema? 4. Are you good at English? 5. Do you speak French? 6. Does he smoke? 7. Does your friend like music? 8. Is mathematics difficult for you? 9. Do all students take exams in winter? 10. Does she work much at her English? 11. Is English easier than Russian?

5. Измените предложения по образцу.

Пример: *She doesn't know French. (Russian) – She knows Russian.*

1. She doesn't like classical music. (jazz) 2. He doesn't play basketball. (football) 3. I don't drink tea in the morning. (coffee) 4. They don't live in London. (in Paris) 5. They don't like apples. (pears) 6. He doesn't drive a car. (a lorry) 7. He doesn't get up at 8 o'clock. (at 7 o'clock) 8. They don't study at the University. (at school) 9. She doesn't go to school by bus. (on foot) 10. We don't come home late. (early) 11. It doesn't snow in summer. (in winter)

6. Образуйте отрицательную и вопросительную форму предложений.

Пример: *I like bananas. – I don't like bananas. Do I like bananas?*

1. I drive a car. 2. You sing well. 3. I write letters regularly. 4. She helps her mother about the house. 5. She watches TV every day. 6. He often gives her flowers. 7. Accountants prepare reports every quarter. 8. She speaks English fluently. 9. My sister knows how to cook pancakes. 10. He earns a lot of money. 11. We usually have lunch at the office. 12. Laura goes shopping every weekend.

7. Образуйте отрицательную и вопросительную форму предложений.

1. I visit my parents very often. 2. They live in Great Britain. 3. He goes to school by bus. 4. She lives in this house. 5. He wants to be a doctor. 6. They play tennis every Sunday. 7. We work every day. 8. My sister goes to bed at nine. 9. Usually I have dinner very late. 10. My brother watches TV every evening. 11. She likes classical music. 12. We go to the theatre once a month.

8. Раскройте скобки, поставив глагол в Past Simple.

1. It often (to snow) last winter. 2. They (to study) Russian last year. 3. Mike (to invite) his friends to dinner. 4. I (to want) to wait for you but I couldn't. 5. My brother (to keep) books on the shelf. 6. The boy (to tell) us everything. 7. He (to help) me in my work. 8. The lecture (to begin) at 8.30.

9. Образуйте отрицательную и вопросительную форму предложений.

1. Pete went to the bus stop to meet his mother. 2. Lina invited Ann to have tea with her family. 3. Alex went to the hospital to call the doctor. 4. Ann bought a new dress yesterday. 5. My sister studied French at school. 6. She found the key on the table. 7. The girls went to the theatre last Sunday. 8. He left home at 7.30.

10. Раскройте скобки, употребляя глаголы в Past Simple.

1. He (to look) at her for a moment with surprise. 2. She (not to smile) when she (to see) him. 3. On the way home she usually (to buy) a slice of honey cake at the baker's. 4. The stranger (to climb) into his car and (to drive away), and when he (to notice) later that his speedometer (to indicate) seventy-five, he (to laugh) at himself but (not to slow down). 5. When he (to arrive) he (to find) the patient to be a small boy of nine years of age. 6. A quarter of an hour later he (to hear) voices. 7. A little before nine o'clock I (to descend) to the ground floor. 8. On the fifteenth of October Andrew (to set out) alone for London. 9. Clapper (to stare) at the photograph without a change of expression for at least half a minute. 10. When Eddy (to leave) in the morning he (to take) her photograph with him. 11. Their children (to clean) the yard and then they (to play) basketball. 12. They (to wait) for the bus. The bus (to arrive) at 8 o'clock. 13. Last Monday they (to visit) their friends. 14. What your neighbours (to do) yesterday? 15. The little girl (to cry) a little and then (to smile).

11. Преобразуйте следующие предложения в вопросительные и отрицательные:

1. The children listened to their mother very attentively. 2. Peter went home at once. 3. She did her homework quite correctly. 4. The children ran to the river to bathe. 5. The postman knocked at the door. 6. They looked at me angrily. 7. We left the house early that morning. 8. She told him everything at once. 9. The lesson began at eight o'clock. 10. They knew nothing about me.

12. Раскройте скобки, употребляя глаголы в *Future Simple*.

1. I (to be) very busy at the beginning of June. We (to have) our exams. 2. This day (to come) sooner or later. 3. Who (to join) me? Perhaps I (to drive) to town this weekend. 4. You (to help) me or not? 5. He (to come) to see me in a year's time. 6. How long you (to be) away? I (to miss) you. 7. She (to have) dinner in ten minutes. 8. I think I (to get up) earlier tomorrow morning. 9. Alex (to help) her to pass her exam, I'm sure. 10. They (to write) a test tomorrow at their English lesson. 11. Ann (to cook) breakfast for us tomorrow. 12. It (to snow) tomorrow. 13. Pete (to thank) you for your help. 14. The child (not to stay) at home. 15. I (to put on) my new coat. 16. They (to visit) us next Sunday? 17. I (to get up) at 7 o'clock tomorrow. 18. The doctor (to be back) from town in the afternoon. 19. I think it (not to rain) at night. 20. He (to be) a student next year? 21. I (to phone) in an hour.

13. Употребите глагол в *Present Simple* или *Future Simple*.

1. I (to hope) he (to be) at the office tomorrow. 2. I (to be) sure you (to like) the music. 3. Don't wait for me, I probably (to be) late. 4. When you (to cross) the park, you (to see) the bank. 5. If you (not to hurry), you (to miss) the train. 6. If it (to rain), we (not to go) to the country. 7. He (to phone) you, when he (to come back) from Moscow. 8. What you (to do), when you (to come) home. 9. If I (to see) him, I (to tell) him about the letter. 10. We (to go) for a walk, if it (not to rain). 11. If we (to be) at home, we (to watch) this programme on TV. 12. If my friend (to come) to see me, I (to be) very glad. 13. If mother (to buy) a cake, we (to have) a very nice tea party. 14. If we (to receive) a telegram from him, we (not to worry). 15. If you (not to work) systematically, you (to fail) the examinations. 16. If you (to be) busy, I (to leave) you alone. 17. If I (to go) to Moscow, I (to visit) the Tretyakov Gallery. 18. If I (to get) a ticket, I (to go) to the performance. 19. If you (to be) free, I (to come) to see you.

Времена группы *Continuous (Progressive)*

Продолженные времена (**Continuous Tenses**) обозначают действие в процессе его совершения в определенный момент в настоящем, прошедшем или будущем.

Некоторые глаголы не могут выражать действие или состояние как процесс, совершающийся в определенный момент времени, и, следовательно, не могут употребляться во временах группы **Continuous**. К ним относятся: to love – любить, to want – хотеть, to like – нравиться, to hate – ненавидеть, to wish, to desire – желать, to see – видеть, to hear – слышать, to feel – чувствовать, to notice – замечать, to know – знать, to understand – понимать, to consist – состоять, to belong – принадлежать, to recognize – узнавать, to be – быть и др.

С временами группы **Continuous** обычно употребляются следующие указатели времени:

1. **Present Continuous:** now, right now, just now, at the moment.
2. **Past Continuous:** at that time, all day (night) long, at six o'clock, the whole evening (morning, afternoon), from seven to nine.
3. **Future Continuous:** at this time tomorrow (next week, next month), at 10 o'clock on Friday, all the evening tomorrow.

Voice	Present	Past	Future
Active to be + Participle I (V ₄)	I am asking We You are asking They He She is asking It	I was asking We You were asking They He She was asking It	I shall be asking We You They He will be asking She It
Passive to be + being +Participle II (V ₃)	I am being asked He She is being asked It We You are being asked They	I He was being asked She It We were being asked You They	<i>He употребляется</i>

Порядок слов (Word order)

		I	II	III
		He	is reading is not reading	a letter.
	Is	he	reading	a letter?
What	is	he	reading?	
		Who	is reading	a letter?

УПРАЖНЕНИЯ

1. Переведите предложения, обращая внимание на сказуемое. Преобразуйте предложения в отрицательные и вопросительные.

1. You are writing an English exercise now. 2. They were going to the University, when you met them. 3. She was doing her homework, when mother came home. 4. It was raining, when the boys went out into the garden. 5. Pete was playing computer games from five till seven yesterday. 6. He will be watching TV the whole evening tomorrow. 7. When I came into the room, my little sister was sleeping. 8. Mother will be cooking dinner, when I come home.

2. Употребите глаголы в Present Continuous или Present Simple.

1. Every day Mike (leaves, is leaving) the house at half past seven. It is half past seven and Mike (leaves, is leaving) the house. 2. We often (watch, are watching) TV. We are sitting in armchairs and (watch, are watching) TV. 3. It often (rains, is raining) in September, it (rains, is raining) now. 4. It sometimes (snows, is snowing) here in April. It (snows, is snowing) now.

3. Раскройте скобки, употребляя глаголы в Present, Past и Future Continuous.

1. Kate (to cook) dinner now. 2. What Nick (to do), when you entered the room? 3. Where you (to go) now? 4. We (to work) the whole day tomorrow. 5. Look! My friends (to play) football. 6. At this time tomorrow we (to sit) at the theatre. 7. She (to go) to the bank when I met her. 8. At half past two yesterday we (to have) dinner. 9. I saw Mike, when he (to cross) the street. 10. Who (to play) the piano in the next room? 11. At half past ten yesterday I (to sleep).

4. Раскройте скобки, употребляя глаголы в Present Continuous или Present Simple.

1. He (to work) in the centre of the city. 2. I (to write) an exercise now. 3. You (to go) to school on Saturdays? 4. We (not to dance) every day. 5. They (to play) in the room now? 6. Where he (to live)? – He (to live) in a village. 7. He (to sleep) now? 8. They (to read) many books. 9. The children (to eat) soup now. 10. He (to help) his mother every day. 11. You (to play) the piano well? 12. Look! Kate (to dance) now. 13. His father (not to watch) TV at the moment. He (to sleep) because he (to be) tired. 14. Where your cousin (to work)? – He (to work) at school. 15. Your friend (to do) his homework now? 16. When you usually (to come) home from school? – I (to come) at four o'clock. 17. My mother (not to play) the piano now. She (to play) the piano in the evening. 18. You (to read) a magazine and (to think) about your holiday at the moment? 19. I (to sit) in the waiting room at the doctor's now. 20. When you (to listen) to the news on the radio? 21. You (to play) chess now? 22. My uncle (not to work) at the shop. 23. Look at the sky: the clouds (to move) slowly, the sun (to appear)

from behind the clouds, it (to get) warmer. 24. I (not to drink) coffee in the evening. I (to drink) coffee in the morning. 25. What your sister (to do) now? – She (to wash) the dishes. 26. Your father (to work) at this factory?

5. Раскройте скобки, употребляя глаголы в Past Continuous.

1. Around me people (to talk) German, Italian and English. 2. Robert (to talk) to some of the other guests on the terrace when Mary came. 3. Michael (to look) at his watch. 4. All night long the stars (to glitter). 5. Lizzie (to eat) and didn't raise her head. 6. The family (to prepare) for the party. 7. She (to argue) that only Belinda knew how to treat men. 8. A few minutes later Dixon (to hurry) through the streets to his bus stop. 9. They moved across the room, which (to start) to fill up, to a vacant corner. 10. They (to write) the test at this time yesterday. 11. He (to work) in the garden from two till five o'clock. 12. We (to watch) television the whole evening. 13. You (to play) football at six o'clock? 14. You (to drink) tea at seven o'clock? 15. He (to draw) from three till four o'clock? 16. Who (to listen) to the radio at this time? 17. It (to rain) the whole day yesterday? 18. They (to skate) at three o'clock? 19. She (not to help) mother about the house from two till six.

6. Раскройте скобки, употребляя глаголы в Past Simple или Past Continuous.

1. She (to cook) yesterday. 2. She (to cook) at three o'clock yesterday. 3. She (to cook) from two till four yesterday. 4. I (not to read) at five o'clock. 5. I (not to read) when you came in. 6. What he (to do) when I came? 7. What he (to do) the whole day yesterday? 8. Pete (to water) flowers in the garden yesterday. 9. Pete (to water) flowers in the garden at five o'clock yesterday. 10. What Pete (to do) when I came to see him? 11. When my father (to come) home, I (to have) dinner. 12. When Alice (to return), I (to listen) to the radio. 13. When mother (to enter) his room, he (to draw) a picture. 14. When my sister (to come in), I (to do) my lessons. 15. When her aunt (to air) the room, she (to catch) cold. 16. When I (to meet) her, she (to go) to the office. 17. He (to wash) his face when somebody (to knock) at the door. 18. The young people (to dance) when I (to come) to the party. 19. When he (to wash) the dishes, he (to break) a plate. 20. What they (to do) when you (to see) them?

7. Раскройте скобки, употребляя глаголы в Present Simple, Past Simple, Future Simple; Present Continuous, Past Continuous.

1. I always (to come) to the university at a quarter to eight. Yesterday I (to come) to the university at half past eight. When you met me yesterday I (to go) to the university. I (to go) to the university now. Tomorrow I (not to go) to university because we (not to study) on Saturdays. 2. She (not to visit) her grandparents very often. 3. They (not to see) him last week. 4. What you (to do) at six o'clock yesterday? 5. He (to look) for a new job now? 6. What time you

usually (to have) breakfast? 7. How often she (visit) fitness centre? 8. She (to train) from four till six yesterday. 9. You (to meet) him at the conference last month? 10. She (to go) to his birthday party next week?

Времена группы Perfect

Совершенные времена (**Perfect Tenses**) обозначают действие, законченное к определенному моменту в настоящем, прошедшем или будущем.

Времена группы **Perfect** переводятся на русский язык глаголами совершенного вида.

Present Perfect часто употребляется с наречиями времени (**already, just, yet, never, ever**) и со словами, выражающими еще не истекшие периоды времени (**today, this year, this month, this week, this morning, etc.**)

Present Perfect может употребляться для выражения действия, которое началось в прошлом и не закончилось к данному моменту, а все еще продолжается. Период действия обычно указывается с помощью слов **for** (в течение) или **since** (с, с тех пор как, с тех пор). В этом случае **Present Perfect** переводится на русский язык глаголом несовершенного вида:

I have lived here since 1990. – Я живу здесь с 1990 года.

Определенный момент в прошлом (**Past Perfect**) или будущем (**Future Perfect**) выражается обозначениями времени с предлогом **by** (к):
by 3 o'clock yesterday, by 3 o'clock tomorrow, by the time he came (comes).

Voice	Present	Past	Future
Active to have + Participle II (V ₃)	I We You have asked They He She has asked It	I He She It had asked We You They	I We shall have asked You They will have asked He/She/It
Passive to have + been + Participle II (V ₃)	I We have You been asked They He She has It been asked	I He She It had been asked We You They	I We shall have been asked He She It will have You been asked They

Порядок слов (Word order)

		I	II	III	IV
		They	have seen	this film	today.
		He	hasn't seen	this film	today.
	Have	they	seen	this film	today?
What	have	they	seen	–	today?
		Who	has seen	this film	today?

УПРАЖНЕНИЯ

1. Переведите предложения, обращая внимание на сказуемое.

1. We have already learnt a lot of English words. 2. Have you found the book? 3. We have just talked about it. 4. I have never been to London. 5. I haven't seen him for a long time. 6. He has told us nothing about it. 7. Have you read any stories by Jack London? 8. The lecture hasn't begun yet and the students are talking in the classroom. 9. Jane told me that she had seen a very interesting film. 10. He thought that he had lost the money. 11. When the teacher entered the classroom, the pupils had already opened their books. 12. By two o'clock the teacher had examined all the students. 13. They will have returned to the hotel by ten o'clock. 14. He will have done his homework by the time his mother comes home. 15. I have attended lectures on history since September. 16. He has entered the University this year. 17. I haven't been to the library today.

2. Употребите Present Perfect или Past Simple в предложениях.

1. She (to live) there last year. 2. I (to see) Pete today. 3. I never (to visit) that place. 4. Alex (to meet) his friend two hours ago. 5. We (not to see) him since last year. 6. Mike (to buy) a box of chocolate for his mother. Today is her birthday. 7. Mary (to tell) me about him this morning. 8. She (to leave) the room a minute ago. 9. It (to be) very cold yesterday. 10. I (to see) this film this week. I like it very much. 11. The rain (to stop) but a cold wind is still blowing.

3. Измените время глагола на Present Perfect, употребив соответствующие обстоятельства времени.

1. I am writing a letter. (already) 2. He was reading a book. (already) 3. They will go home. (just) 4. I saw him. (just) 5. John spoke to me. (just) 6. I was in Kiev last year. (never) 7. He gave me the book. (never) 8. I saw this film. (never) 9. He is in London. (never) 10. She was in Siberia. (never) 11. I lived in Ivanovo in 1985. (since) 12. I didn't speak English last year. (since) 13. I didn't see her there in September. (since) 14. She didn't read this book in her childhood. (since) 15. Your friends are writing a letter to you. (this week) 16. He is leaving for Minsk. (this month) 17. I am learning grammar rules. (today) 18. We are finishing our work. (this year)

4. Сравните образование и употребление видовременных форм глагола в действительном и страдательном залоге. Переведите предложения.

Active Voice

They usually close the shop at 8.
They closed the shop at 8 yesterday.
They will close the shop at 8 tomorrow.
The students are translating the text now.
The students were translating the text the whole lesson yesterday.
The students will be translating the text the whole lesson tomorrow.
We have just written the test.
We had written the test before the bell rang.
We shall have written the test before the bell rings.

Passive Voice

The shop is usually closed at 8.
The shop was closed at 8 yesterday.
The shop will be closed at 8 tomorrow.
The text is being translated by the students now.
The text was being translated by the students the whole lesson yesterday.
—
The test has just been written.
The test had been written before the bell rang.
The test will have been written before the bell rings.

5. Переведите на русский язык.

1. The window is broken. 2. The house is built. 3. The essays are written. 4. The photos are made. 5. The homework was done. 6. The food was bought. 7. The texts were translated. 8. We were invited to the party. 9. The film will be shown. 10. The letter will be sent.

6. Раскройте скобки, употребляя глаголы в Present Simple Passive.

1. His books (to publish) every month. 2. Hockey (to play) usually in winter. 3. Meetings (to hold) every week. 4. Houses (to build) every year. 5. This holiday (to celebrate) in May. 6. Comedies (to show) very often on TV. 7. This place (to visit) by a lot of tourists. 8. Newspapers (to bring) every morning. 9. Food (to buy) every day. 10. Documents (to send) always in time.

7. Раскройте скобки, употребляя глаголы в Past Simple Passive.

1. The exercises (to do) yesterday. 2. The article (to translate) last week. 3. The dinner (to cook) an hour ago. 4. The university (to found) in 1961. 5. The students (to invite) to the concert last Saturday. 6. The car (to buy) two months ago. 7. The conference (to hold) yesterday. 8. These topics (to discuss) at the last lesson. 9. This question (to ask) yesterday. 10. This house (to build) in 2006.

8. Раскройте скобки, употребляя глаголы в Future Simple Passive.

1. The film (to show) on TV soon. 2. Nick (to send) to Moscow next week. 3. The work (to do) tomorrow. 4. The translation (to finish) in two days. 5. The question (to discuss) at the next lesson. 6. This rule (to explain) next time.

7. The bill (to pay) on Friday. 8. The answer (to receive) tomorrow. 9. The cake (to cook) in an hour. 10. The wall (to paint) next weekend.

9. Раскройте скобки, употребляя глаголы в Present, Past, Future Simple Passive.

1. His car (to steal) last night. 2. Cheese (to make) from milk. 3. The dog (to give) some food in ten minutes. 4. The telegram (to send) yesterday. 5. These cars (to produce) in Japan. 6. The exam (to pass) soon. 7. Jack (to arrest) two days ago. 8. Flowers (to sell) every day. 9. He (to take) to the café next weekend. 10. She (to invite) to the cinema yesterday.

10. Измените предложения по образцу: He wrote a letter. – The letter was written.

1. They built many hotels last year. 2. They listened to him with great pleasure. 3. My younger brother often helps me. 4. We gather mushrooms in autumn. 5. She will buy this bag tomorrow. 6. He will meet them at the airport. 7. We read newspapers every morning. 8. She brought the dictionary an hour ago. 9. They will finish the work soon. 10. I spent a lot of money yesterday. 11. They are organizing another kind of work at their laboratory now. 12. They were discussing the problem for two hours yesterday.

11. Раскройте скобки и употребите глаголы в нужной форме.

1. When I came the problem (to be discussed). 2. He (to be told) the news when I entered the room. 3. Where your brother (to work)? – He (to work) at an Institute. 4. Look at these children: they (to skate) well. 5. This road (to be built) last year. 6. What you brother (to do) now? – He (to read) a book. 7. They (to watch) a new film, when the telephone (to ring). 8. How long you (to know) each other? 9. He (to be listened to) with great pleasure yesterday. 10. When I (to come) home an hour ago, my mother (to tell) me that she (to get) a letter from grandmother. 11. When she (to open) the door of the classroom, she (to see) that the teacher already (to come) and the pupils (to write) a dictation. 12. When I (to meet) Tom, he (to eat) an ice cream, which he (to buy) at the corner of the street. 13. They (not to listen to) the boy. 14. The telegram just (to be sent). 15. The article (to be translated) at the lesson tomorrow. 16. The boy (to be told) to go home at once. 17. I knew they (to wait) for me at the metro station and I decided to hurry. 18. We (to be shown) a very strange picture. 19. At the University students (to be taught) many different subjects. 20. When the train (to stop), I (to look) out of the window but (not to see) any of my friends there. 21. My sister (to buy) a new dress today. 22. The rain (to stop) and the sun (to shine) brightly. 23. Where (to be) Nick? – He (to do) his homework in the next room. 24. I (to buy) a new dress. I (to show) it to you tomorrow, when you come to my place.

Времена группы Perfect Continuous

Времена группы **Perfect Continuous** употребляются для выражения действий, которые происходили в течение определенного времени и закончились или все еще продолжаются (продолжались, будут продолжаться) в определенный момент настоящего, прошедшего или будущего времени.

Времена группы **Perfect Continuous** образуются при помощи вспомогательного глагола **to be** в соответствующей форме Present, Past или Future Perfect и **Participle I** смыслового глагола:

Present	Past	Future
have been working	had been working	shall have been working
has		will

Отрицательная и вопросительная формы образуются так же, как и в других сложных временах. Времена группы **Perfect Continuous** не имеют страдательного залога.

He **has been working** at this plant for two years. – Он работает на этом заводе уже два года.

He **had been working** at the plant for two years before I came here. – Он уже проработал на заводе два года до того, как я пришел туда.

He **will have been working** at the plant for two years before you graduate from the University. – Он уже два года проработает на заводе до того, как вы закончите университет.

УПРАЖНЕНИЯ

1. Переведите предложения, обращая внимание на сказуемое.

1. They have been working at this problem for a year.
2. He had been conducting this experiment for two hours before we came.
3. I had been working at my report for a long time when my friend came.
4. Have you been waiting long?
5. They have been discussing this problem since morning.
6. I have been translating the article since 9 o'clock.
7. Here is the book he has been reading since yesterday.
8. It had been snowing heavily for two hours when we left our house.
9. How long have you been doing the translation?
10. He says he had been studying English for two years before he came to work here.
11. She has been living in our city since childhood.
12. They have been discussing the plan for half an hour when I joined them.
13. How long has he been learning English?
14. It has been raining heavily since morning. I can't go for a walk.
15. He is a good player, because he has been playing chess since he was five.
16. She looks very tired. What has she been doing?

МОДАЛЬНЫЕ ГЛАГОЛЫ И ИХ ЭКВИВАЛЕНТЫ

Модальные глаголы (**can, must, may**) обозначают не само действие, а указывают на отношение к нему говорящего. Модальные глаголы употребляются в сочетании с инфинитивом смыслового глагола без частицы **to**. Эти глаголы часто называют недостаточными, т.к. они:

1. Не имеют неличных форм – инфинитива, причастия, герундия.
2. Не изменяются ни по лицам, ни по числам (не имеют окончания в 3-м лице ед. числа).

He can do it himself. – Он может сделать это сам.

3. Образуют вопросительную форму путем постановки глаголов **can, must** или **may** перед подлежащим, а отрицательную форму – путем добавления отрицания **not** после модальных глаголов.

Can you play tennis? – Вы умеете играть в теннис?

Must I translate this article? – Мне нужно переводить эту статью?

You mustn't smoke here. – Здесь нельзя курить.

4. **Can** и **may** имеют формы настоящего и прошедшего времени, глагол **must** имеет только форму настоящего времени.

Сводная таблица модальных глаголов и их эквивалентов

	Present	Past	Future
Долженствование	I must meet him. I have to meet him. I am to meet him. I should meet him.	– I had to meet him. I was to meet him. –	– I shall have to meet him. – –
Способность или возможность	He can help you. He is able to help you.	He could help you. He was able to help you.	– He will be able to help you.
Допустимость совершения действия	I may use this device. I am allowed to use this device.	I might use the device. I was allowed to use the device.	– I shall be allowed to use the device.

УПРАЖНЕНИЯ

1. Поставьте данные предложения в Past Simple и Future Simple.

1. He must learn the new words regularly.
2. We must pass the examination in English.
3. You must read the text again.
4. They must begin their work at 9 o'clock.
5. She must go there at once.
6. He can skate well.
7. He can continue his studies at the correspondence department.
8. His friend can help him in his studies.
9. I can meet you at the station.
10. She can translate this text without

a dictionary. 11. They can play tennis after work. 12. You may go home after classes. 13. They may continue the experiment. 14. The students may use dictionaries at the translation test. 15. He may take books from his father's library.

2. Вставьте подходящие по смыслу модальные глаголы.

1. Drivers ... stop when they see the red light. 2. Mike is a good student. He ... speak English well. 3. Let's ask Jane. She ... know his address. 4. ... you speak English a year ago? 5. You ... go home, I shall finish the work myself. 6. Alex failed in Mathematics. He ... pass his examination again next week. 7. If you are ill, you ... consult a doctor. 8. ... I come in? 9. ...I help you? You ... smoke here. 10. What ... we see on this map? 11. There ... be a way out.

3. Прочтите текст, выпишите предложения, в которых употребляются модальные глаголы или их эквиваленты, и переведите предложения на русский язык.

Marketing starts in a market, where individuals or organized groups who want to buy goods or services meet people who want to sell them. The buyers must have money to spend and willingness to spend it, or a product or service they themselves are willing to trade. The sellers must have what the buyers want. To understand these groups is the first step in marketing. The marketers must determine the number of buyers, what they want to buy, how, when and where they want to buy it, at what price and what they expect from it. Techniques of research have been developed to supply this information. Of course marketers have to decide which needs they want to meet. A concept for a product or service may develop long before any marketing research is done, or it may be a response to identified needs.

In part, at least, marketing determines what products and services are to be offered and where they could be used.

II. УСТНЫЕ ТЕМЫ

Тема 1. SELF-PRESENTATION (О себе)

Questions (Вопросы)

General information and biographical details:

1. What's your name (full name)?
2. When were you born? When is your birthday? How old are you?
3. Where were you born? What type of place is it?

Education and working experience:

4. When did you finish school?
5. What did you do after school?
6. Do you study now? Where do you study?

7. What year are you in?
8. What is your future speciality?
9. Do you work? Where do you work?

Your home:

10. Where do you live now? Whom do you live with?
11. What's your full address?
12. Do you live in a flat (house)?
13. What type of flat (house) is it?
14. How many rooms are there in your flat (house)?
15. What furniture have you got in each of the rooms?

Nationalities and languages:

16. What's your nationality?
17. What is your native language?
18. Do you speak any foreign languages?

Your typical day:

19. When do you usually get up?
20. What time do you have breakfast (lunch, dinner, supper)?
21. What do you usually eat for breakfast (lunch, dinner, supper)?
22. What do you do in the morning (afternoon, evening)?
23. What time do you go to bed?
24. Do your days differ much?

Hobbies and interests:

25. What do you like to do in your spare (free) time?
26. Have you got any hobbies?

Speech Patterns (Речевые клише)

General information and biographical details:

1. My name (full name) is
2. I was born in
My birthday is
I'm (I'm ... years old.)
3. I was born in ... It's a

Education and working experience:

4. I finished secondary school in
5. After school I
6. Now I study at the Ivanovo State Polytechnical University.
7. I'm a student of part-time department. I'm in the first (second) year.
8. My future speciality is
9. I work for the I'm a I'm self-employed. I own a company.

Your home:

10. Now I live with my ... in
I live alone.
11. My full address is
12. I live in a

13. It is a
14. There are ... rooms in my (our) flat (house).
15. There is (are) ... in the

Nationalities and languages:

16. I'm
17. My native language is
18. I also speak ... (a little, quite well, fluently). I also study

Your typical working day:

19. I usually get up at ... o'clock.
20. I usually have breakfast (lunch, dinner, supper) at ... o'clock.
21. I usually have ... for breakfast (lunch, dinner, supper).
22. I (usually) ... in the morning (afternoon, evening).
23. As a rule, I go to bed at
24. My daily routine is usually the same.
My days are different. Sometimes I ..., sometimes I
My typical working day begins at ... o'clock.

Hobbies and interests:

25. In my spare time I like to
I'm quite a busy person, but if I have some free time I prefer to
26. My hobby is I enjoy

Тема 2. MY FAMILY (Моя семья)

Questions (Вопросы)

1. Are you married?
2. How long have you been married?
3. What is your husband (wife)?
4. Have you got children?
5. What are your parents?

Speech Patterns (Речевые клише)

1. I'm
2. We have been married for ... years.
3. My husband (wife) is a
4. We've got a child. We've got ... children.
5. My parents are

Vocabulary (Лексика)

Introduction:

Family relationships are an important part of our lives, from birth of children, to weddings, to our old age. However, learning to get along with everyone is sometimes a challenge. Read the words below and try to remember

them. Write a sample sentence for each word to learn how it is used in context. You can use the Internet to find such sentences and related information.

Члены семьи – Family members

родители – parents

отец – father

мать – mother

сестра, младшая сестра – sister, younger sister

брат, старший брат – brother, elder / older brother

близнецы – twins

брат-близнец – twin-brother

сестра-близнец – twin-sister

сын – son

дочь – daughter

дедушка и бабушка – grandparents

дедушка – grandfather, grandpa

дедушка (ласкательное) – grandpa

бабушка – grandmother, grandmamma

бабушка (ласкательное) – grandma

внук; внучка – grandchild

внучка – granddaughter

внук – grandson

правнук; правнучка – great-grandchild

жена – wife

бывшая жена – ex-wife

муж – husband

бывший муж – ex-husband

родители жены/мужа – in-laws

свекор, тесть – father-in-law

свекровь, теща – mother-in-law

зять (муж дочери) – son-in-law

невестка (жена сына) – daughter-in-law

отчим – step-father

падчерица – step-daughter

приемный сын – step-son

тетя – aunt

дядя – uncle

двоюродный брат, двоюродная сестра; кузен, кузина – cousin

племянница – niece

племянник – nephew

вдова – widow (woman)

вдовец – widower (man)

жених – fiancé

невеста – fiancée
знакомый; знакомая – acquaintance
друг – friend
лучший друг – best friend

Брак – Marital Relationships

разведенный – divorced (separated)
помолвленный – engaged
женатый / не женатый – married / unmarried
холостой – single
вдовый – widowed

Глаголы – Verbs

get divorced (from) – развестись
get engaged (to) – обручиться
get married – пожениться
marry someone – жениться на ком-либо, выйти замуж за кого-либо
to get along with – ладить с ...
to have many things in common – иметь много общего
to spend time with – проводить время с ...

Practice

1. Complete the sentences below with the best answer:

1. Michael _____ everyone he meets because he is very sociable and easygoing. He has five brothers and two sisters, so that probably helped him learn how to deal with people.

A. gets divorced B. gets along well with C. gets married

2. My _____ and I are planning on getting married in June. I'm a teacher, and I don't have classes during the summer, so that is the best time for us to tie the knot.

A. wife B. husband C. fiancée

3. When I asked my girlfriend to marry me, I had to talk with my future _____ to get his permission.

A. father-in-law B. widow C. cousin

2. Read and translate the text:

There are five people in my family, and my parents still have a cat and dog. I have two older brothers, and the oldest works as a graphic designer for a computer company. My other brother is a manager of a bank in our hometown. My dad is retired, but he keeps himself busy hiking, taking care of his grandchildren, and volunteering in the community. My mom still runs a flower shop. My grandmother lives around the corner from our house; my grandfather passed away about a year ago, but grandma keeps busy in her garden. I guess

you could say that we're a pretty close family. We like doing things together, mainly because we have so many things in common.

3. Discussion:

A) Talk about your family, including the number of members, what each person does (job or school), and the things they like to do in their free time.

B) Talk about your family, including what they do for a living, if they are married or not, and how well you get along with each member. Then, discuss what things contribute to a happy family (e.g., having things in common, sharing the same ideals and feelings, etc.). Search for advice and keys on raising a happy family.

Тема 3. OUR UNIVERSITY (Наш университет)

Vocabulary

education – образование, обучение

higher education – высшее образование

self-education – самообразование

to take entrance exams – сдавать вступительные экзамены

to enter the university – поступить в университет

Ivanovo State Polytechnical University – Ивановский государственный
политехнический университет

department (faculty) – факультет

complete course of study – полный курс обучения

to last – продолжаться

full-time student – студент дневного отделения

correspondence department – заочное отделение

evening (part-time) department – вечернее (очно-заочное) отделение

first-year (second-year, third-year) student – первокурсник (второкурсник,
третьекурсник)

to be in the first (second, third) year – быть на первом (втором, третьем)
курсе

graduate – выпускник

to graduate from the University – окончить университет

high school diploma – диплом о высшем образовании

postgraduate – аспирант

standard of teaching – уровень преподавания

well-equipped laboratories – хорошо оборудованные лаборатории

classes – занятия

lecture – лекция

to take notes – записывать

to deliver a lecture – читать лекцию

to attend lectures on – посещать лекции по

to miss lectures – пропускать лекции
to be good (poor) at – хорошо (плохо) знать какой-либо предмет
to receive credits – сдавать зачеты
to prepare for examinations – готовиться к экзаменам
to take an examination – держать экзамен
to pass an examination – сдать экзамен
to fail in an examination – не выдержать экзамен
to take the finals – сдавать выпускные экзамены
term – семестр
paper – письменная работа
examination-paper – экзаменационная работа
term-paper – курсовая работа
to present a graduation thesis – защищать дипломную работу
excellent mark – отличная оценка
foreign language – иностранный язык
subject – предмет
optional subject – факультативный предмет
sciences and humanities – естественные и гуманитарные науки
engineering – технические специальности
time-table – расписание
industrial training – производственная практика
dean – декан
dean's office – деканат
to train – обучать, готовить
specialist – специалист
qualified – квалифицированный
profound knowledge – глубокие знания
to put one's knowledge into practice – применять знания на практике

1. Read and translate the following text:

ABOUT HIGHER EDUCATION IN RUSSIA

The academic year in the Russian educational establishments starts on the first of September. In many higher educational institutions there are not only full-time departments but part-time and correspondence departments as well. In full-time departments the course of study usually lasts four or five years. The course in part-time and correspondence departments is longer than that in full-time departments.

In state educational establishments tuition is free, and students who do well get grants. In Russia now besides state there are commercial higher educational establishments. Students pay for their education there.

In a technical university first-year and second-year students study mathematics, physics, chemistry, philosophy, a foreign language and many other subjects. The first year is very difficult for students because they can't plan their time very well yet.

In the third and fourth years students study special subjects. Full-time students at a technical university usually have three lectures a day, or two lectures and a lab. Every year they have term-papers to write. There are two terms in the academic year. At the end of each term students receive credits and then take examinations. Students take exams twice a year - usually in January and in June. There are seldom more than five exams at a session. If the results are good, students get grants, those who have only excellent marks for three terms running and take an active part in all spheres of university life get scholarship. Besides obligatory subjects at every university there are optional ones which students may take if they are interested in this or that field of science and engineering.

Part-time and correspondence higher institutions of Russia train specialists in most fields. The overwhelming majority of evening and correspondence students study professions they are engaged in. For example, industrial and transport workers join correspondence technical higher schools, elementary school teachers study in pedagogical higher schools, farm workers study in agricultural schools, etc. This fact makes it possible for the correspondence and evening higher institutes to train highly qualified specialists.

The curricula of correspondence, part-time and full-time higher schools do not differ essentially in the subjects taught, but they differ in the system in which studies are organized. The basic form of study for correspondence students is independent work at home.

On completion of studies each student passes a final state examination and presents a graduation thesis. The best students who have done some research work become postgraduates.

The standard of teaching in educational establishments of Russia is very high and graduates from our universities are usually highly qualified specialists. They work in various fields of national economy.

2. Form sentences using the following word combinations:

to enter the University, to train specialists, to take examinations, to attend lectures on, a graduation thesis, well-equipped laboratories, major construction sites, to prepare for, the academic year, complete course of study, to require specialists, to get grant, to graduate from, first-year students.

3. Answer the questions:

1. Where do you study? 2. When did you enter the University? 3. Where is your University situated? 4. What faculty do you study at? 5. What specialists does the University train? 6. How long does the course of study at your University

last? 7. When does the academic year begin? 8. How many terms are there in the academic year? 9. What subjects do the first-year students study? 10. What do students do at the lectures and practical hours? 11. When do students take examinations? 12. When do students begin independent research work? 13. What profession will you go into after you graduate from the University? 14. Who can take a post-graduate course? 15. Where do the graduates from your University work? 16. Do you like your future speciality?

4. Speech practice. Speak about the University you study at.

Тема 4. MY JOB (Моя работа)

Questions (Вопросы)

General information:

1. What's your name?
2. What city (town, village) do you live and work in?

Your company (organization):

3. What organization (company) do you work for? (What's the name of your company?)
4. What type of organization (company) is it?
5. What are they in?
6. Is your organization big or small? How many people work in it?
7. What is the organizational structure of the company?

Your position:

8. What is your position in the company?
9. What are your duties and responsibilities?
10. How long have you been with this organization?

A place where you work:

11. Do you work in an office (inside, outside)?
12. Where is it located? What type is it?
13. What have you got at your work place?

Your typical working day:

14. How many days a week do you work?
15. Do your working days differ much?
16. When do you get up?
17. How do you get to work?
18. How long does it take you to get to work?
19. When does your working day begin?
20. What exactly do you do during your work hours?
21. Do you have a lunch (dinner) break? What time?
22. What time do you finish work?
23. Do you have paid holidays? How often? How long are they?

Attitude to the job:

24. What do you like (don't like) about your job?
25. Would you like to change it?

Speech Patterns (Речевые клише)

General information:

1. My name is
2. I live in
I live in ..., but work in

Your company (organization):

3. I work for the ... , called
4. It is a
I'm self-employed. I own a company.
5. We are in
I'm in business.
6. The organization (company, firm) is
There are about ... people in it.
7. The head of the company is the
There are ... departments in our organization.
They are

Your position:

8. I work in ... department. I'm
9. I'm responsible for My major task is My duties are
10. I have been with this ... for ... years (months] already.

A place where you work:

11. I work in the office (shop, etc.). I work outside.
12. It is located in the centre of... (in ... street, in the suburbs).
I work in an open plan office.
There are ... people in the office besides me.
I've got a personal office.
I work at home.
13. On my work place I've got
On my desk I've got

Your typical working day:

14. I work ... days a week.
15. My working days are usually the same.
My working days are different. Sometimes I ... , sometimes I
16. I usually get up at
17. I (usually) get to work by
I usually drive to work.
18. It takes me ... to get to work.
19. My typical working day begins at ... o'clock.
20. During my working day (hours) I

21. At ... o'clock I have a lunch-break. I don't have a lunch-break.

22. I finish work at

23. I have ... days paid holiday ... a year.

Attitude to the job:

24. I like (don't like) my job, because it is

25. So, I'd like (I wouldn't like) to change it.

Vocabulary (Лексика)

Type of organization – тип организации

company – компания

firm – фирма

bank – банк

institution – организация, институт

Form of ownership – форма собственности

sole proprietorship – индивидуальное частное предприятие

partnership – товарищество, партнерство, общество

corporation – корпорация

limited (unlimited) liability company – компания с ограниченной (неограниченной) ответственностью

joint-stock company – акционерное общество

private company – частная компания

state enterprise – государственное предприятие

municipal organization – муниципальная организация

public organization – общественная организация

Activities of a company – деятельность компании

manufacturing – производство

industry – промышленность

business – бизнес

commerce – коммерция

retailing – розничная торговля

wholesaling – оптовая торговля

consulting – консультативная деятельность

banking – банковское дело

finance – финансы

real estate – недвижимость

information technologies – информационные технологии

public services (education, medicine, transportation, utilities, etc.) – общественный сектор (образование, медицина, транспорт, коммунальное хозяйство и т. д.)

Size of the company – размер компании

very big, quite big, not very big, quite small, very small

Departments – отделы

personnel – кадров
accounting – бухгалтерия
planning – плановый
production – производственный
marketing – маркетинга, сбыта
supplies – снабжения

Duties and responsibilities – обязанности и ответственность

to make decisions – принимать решения
to sign contracts – подписывать контракты
to negotiate deals – вести переговоры (о заключении сделок)
to strike deals – заключать сделки
to keep books – вести учет (вести бухгалтерские книги)
to keep records – вести записи
to work with customers (clients) – работать с клиентами
to buy supplies (raw materials) – закупать материалы, сырье
to deliver (goods, supplies) – доставлять (товары, материалы, сырье)

Time – время

a minute – минута
an hour – час
half an hour – полчаса
an hour and a half – полтора часа

Everyday activities – ежедневные занятия

to write (type) letters – писать (печатать) письма
to send orders – рассылать заказы
to calculate (salaries, taxes) – рассчитывать (зарплату, налоги)
to prepare financial statements, reports – готовить финансовые отчеты
to consult partners (clients) – консультироваться с партнерами (клиентами)
to talk on the telephone – разговаривать по телефону
to sell goods – продавать товары
to work with papers (documents) – работать с бумагами (документами)

Job – работа

interesting – интересная
creative – творческая
well-paid – хорошо оплачиваемая
easy – легкая
hard – тяжелая
difficult – трудная
boring – скучная

III. ТЕКСТЫ ДЛЯ ЧТЕНИЯ, ПЕРЕВОДА И ОБСУЖДЕНИЯ

Text 1. My Friend's Family

My friend's name is Lavrov. He lives in Moscow. His family is not very large. He has got a wife and two children. His wife's name is Mary and his children's names are Ann and Nick.

Lavrov's wife is a young woman. She is twenty nine years old. She's a lecturer. She teaches English at the University of Foreign Languages. She has got very many students. She has not got bad students. Her students do well as a rule.

My friend's daughter is a girl of ten. She goes to school. She has got a lot of subjects at school. She also learns English. She works hard and knows language well. She doesn't make many mistakes in English. She likes reading. She also helps her mother at home.

Lavrov's son is a little boy. I think he was born five or six years ago. His father takes him to a nursery school every morning.

My friend has got a sister. She is going to be a doctor. She is married. Her husband is a doctor too.

My friend has not got any brothers.

My friend's wife usually takes the children to the country in summer to stay with their grandfather and grandmother. They love their grandchildren very much. She is going to take them to the country again this summer.

Text 2. My Family and Me

In my opinion family is one of the most important things in our life. There are four of us in the family: my dad, my mom, my younger sister and me. I think it would be right if I begin with my parents. They have been married for twenty years already. My father Alexander is forty-six. He is a businessman. He is tall, handsome, dark-haired, green-eyed and broad-shouldered. He has got many experiences in different spheres of life and it's very interesting to talk to him. Besides, he has good sense of humour. My father is intelligent, polite and ready to come to help. He is friendly, very energetic and, what is more important, he is a loving father. He is always interested in my problems, gives me advice which I try to follow. He is fond of car racing. We spend a lot of time together watching sport competitions and matches on TV.

I love my mother not less. Her name is Irina. She is forty-five. She is a good-looking, fair-haired and slim woman. She is a lawyer. My mom is a woman of character and taste, well-educated, tactful and honest. She is strict but just. People say that she is always energetic, optimistic and full of common sense. My mother is good at cooking. At free time she visits cooking sites in the internet and spends hours googling new recipes. It's a kind of relax for her. By

the way, she has got a huge collection of recipes. Every weekend she cooks something delicious for us.

My sister's name is Katya. She is a pretty girl with blond hair and blue eyes. Katya is four years younger than me, so she is 13. My sister is a pupil. She does well at school and gets good marks. I think my sister is purposeful, motivated and sociable, but to tell you the truth, she is a bit selfish. Katya is keen on dancing and we all think that she is good at it. When she has free time she listens to music, looks through magazines and communicates with her friends. My mom and my sister have much in common, for example they are both crazy about shopping.

And now some words about myself. My name is Kostya. I am 17. I'm in the first year of studies at university now and I enjoy every moment of my student life. I was born on the 29th of March in 1993 in Smolensk under the zodiac sign of Aries. But frankly speaking, I don't believe that stars influence our character much. As to my appearance, it's quite ordinary: I am of middle height, slender, my hair is dark, my eyes are grey, so nothing special, I think.

Speaking about my character I can say that I'm even-tempered and reserved. But sometimes I can lose my temper and become angry. My mom says I'm stubborn but I disagree with her. Actually, I'm persistent and it's different, in my opinion. In fact, I'm cheerful and friendly. There are many things that I like and dislike. I like when everything is OK and things are going my way.

I like to study because knowledge is useful and very important. It is power. The more we know the greater power we have and the more interesting our life is. I'm fond of computer. I have got lots of computer games but use computer not only for playing, I surf the net to find useful information, chat with friends and make reports. I dislike talking over the phone. And I hate getting up early. But I'm happy because I have more things I like than dislike.

Text 3. British Family Life

The English are a nation of stay-at-home. «There is no place like home», they say. And when the man is not working he is at home in the company of his wife and children and busies himself with the affairs of the home. «The Englishman's home is his castle», is a saying known all over the world. And it is true.

A «typical» British family used to consist of mother, father and two children, but in recent years there have been many changes in family life. Some of these have been caused by new laws and others are the result of changes in society. For example, since the law made it easier to get a divorce, the number of divorces has increased. In fact one marriage in every three now ends in divorce. This means that there are a lot of one-parent families. Society is now more tolerant than it used to be of unmarried people, unmarried couples and single parents.

Another change has been caused by the fact that people are living longer nowadays, and many old people live alone following the death of their partners. As a result of these changes in the pattern of people's lives, there are many households which consist of only one person or one person and children.

You might think that marriage and the family are not as popular as they once were. However, the majority of divorced people marry again, and they sometimes take responsibility for their second family.

Members of a family – grandparents, aunts, uncles, cousins – keep in touch, but they see less of each other than they used to. This is because people often move away from their home town to work, and so the family becomes scattered. Christmas is the traditional season for meetings. Although the family group is smaller nowadays than it used to be, relatives often travel many miles in order to spend the holiday together.

In general, each generation is keen to become independent of parents in establishing its own family unit, and this fact can lead to social as well as geographical differences within the larger family group.

Relationships within the family are different now. Parents treat their children more as equals than they used to, and children have more freedom to make their own decisions. The father is more involved in bringing up children, often because the mother goes out to work. Increased leisure facilities and more money mean that there are greater opportunities outside the home. Although the family holiday is still an important part of family life (usually taken in August, and often abroad) many children have holidays away from their parents, often with a school party or other organized group.

Who looks after the older generation? There are about 10 million old-age pensioners in Britain, of whom about 750,000 cannot live entirely independently. The government gives financial help in the form of a pension but in the future it will be more and more difficult for the nation economy to support the increasing number of elderly. At the present time, more than half of all old people are looked after at home. Many others live in Old Peoples' Homes, which may be private or state owned.

Text 4. Learning English

I have been learning English since I was 7. The first few years were really disastrous to me. We – my brother and I – had to learn words and grammar rules, which didn't seem to have much sense for us at that time. We completely didn't feel the need to learn English. Everything has changed since I went to the USA for the first time in 1998. I was under great impression of picturesque Great Canyon, Sonora Desert and by all means, as a little girl I was fascinated by Disneyland! As far as my education is concerned, I think that the most important thing to mention is that from the earliest childhood I have been taught by qualified teachers, either at home or in high school. I think that this is of

prime importance especially for young learners, as they tend to learn wrong things very easily and later in life they have to eliminate those errors. My teachers focused on all aspects of the language: grammar, vocabulary, oral and written English. When I was younger they used to show the best ways of practicing a foreign language. Now I know what to do to learn the language more effectively. I watch films in English and American programmes on TV, I read English books. I learn a lot of new words and write essays. I try to use every opportunity to talk in English. Of course you have to know the grammar rules first of all. I use many textbooks and exercise books which help me to practice my grammar.

Text 5. To Learn or Not to Learn Foreign Languages?

Have you noticed that universal craziness about foreign languages? Everyone seems to study them now, even if there is no practical use in it. What's the point in learning a language?

The way people live in the modern society requires new standards of communication and that is why it is an essential demand of the contemporary society to be able to speak foreign languages. A foreign language is an important advantage for an experienced specialist in any field. Higher education cannot be called complete without at least one foreign language.

Languages make possible the immediate access to the hottest technological information all over the world. It is very useful in business as well. Any businessman will confirm the statement that ability to use your partner's language helps to establish the so-called personal contact that makes your negotiations more efficient. You will always be respected for attempts to be closer to the culture of your partners.

However, not only scientists and businessmen need languages. When travelling abroad, a person has an opportunity to get acquainted with other cultures, traditions, and different mentality. It is easier to do by means of their language. It makes for understanding and tolerance towards other people's views, and it is very important in our vulnerable world. To sum it all up, learning other languages is not a matter of fashion that can change in a year or two. The importance of it is apparent, and you would hardly be valuable member of the contemporary integrated society if you feel absolutely helpless in communicating with non-Russian people. The earlier we realize it the better.

As you see, there are very important reasons to learn languages; it can never be called wasting of time. Firstly, it is essential if you want to meet the demands of an educated person. Foreign languages can educate – they help to accept the variety of mentalities existing in the world. Secondly, languages help other people to understand you while travelling abroad. Of course one can say that it is not difficult to feel comfortable on holidays, speaking only Russian, if you have chosen the right travel agency. But it is not so. It is not nice to be

dependent on interpreters and travel agents. There is no pleasure in looking at advertisements and menus without understanding what it is all about. And thirdly, it's business. Each profession requires a certain language: Latin – for doctors and lawyers, Ancient Greek – for archeologists, French or Italian – for researchers, and English – for businessmen.

Text 6. Economics of Education

Education for young people has always been a leading social task. In all industrial societies young people from the age of 5 to 16 and sometimes older go to school. A lot of young adults then take jobs, but some go to college and a few more take advanced studies.

Education varies from country to country but it has the same economic characteristics in all countries. It improves skills which make people more productive. By means of education people are made stable members of society. Some teachers also do creative research which helps to improve technology. So education creates large economic values varying from technical productivity in factories and offices to progress of knowledge.

Various values of education are of two classes: private and social. Each student gets private benefits when he or she learns new skills which will allow them to get higher pay on the job. Besides, the job will probably be more pleasant and the person will cope with problems of modern life better.

There are also public benefits of education. First, it provides more productive workers for society; economy becomes more efficient and profitable. Without education many people do not cope with difficulties of life and turn to crime or require public support. Second, people understand social life better and they will deal with public problems more intelligently and avoid extremism. Third, greater productivity of population provides more taxes in order to pay for public needs.

The task of economics of education is to evaluate public and private benefits and make decisions how much a government is going to invest in every type of school and how the government is going to do it.

Technologies are becoming more complex and demand for education as well as a number of qualified specialists will grow in future. With it, the role of economics of education and the scope of problems studied by it is growing in the years to come.

Text 7. Choosing a Career

Every person at the age of 14 to 16 has to make an extremely stressful decision, to choose his or her own career. You might be wondering what the difference is between a career and a job. Basically a job is something you do, but don't expect to continue doing forever. A career is what you hope to do for a

long time or even for your entire working life. Choosing a career is a difficult and challenging task: the decision once taken will influence your future life. There are, of course, a lot of examples when people have changed their career paths in their twenties, thirties and even forties but, of course, it is better to make the right choice at the very beginning. The earlier you decide on what profession is interesting and rewarding for you, the more you can achieve during your lifetime.

Choosing a career is a challenging task indeed. It is all about finding the perfect match between your personality, interests and skills. On the one hand, modern society, with its hundreds of professions and jobs, presents a vast range of future job opportunities. Industry and business, farming, science and education, medicine, service, arts and journalism are just a few professional fields a young person can specialize in. On the other hand, modern society with its crises, unemployment and inflation, makes a poor choice of profession a really bad mistake. You can choose a profession you really like, and face problems when looking for a job. Or you can find a job you like, but it will be underpaid. Besides, a young person's parents usually have their own ideas of what career path to choose. Some parents are more democratic and let the child determine his future by himself. Some are oppressive and overprotective and try to force the child to make this or that career choice. In this case, they often try to compensate for their own dreams which have failed and the chances they have missed. Sometimes they see their child is gifted in some field and try to persuade him to choose this profession irrespective of the fact if he likes it or not.

In spite of all the problems mentioned above, the choice has to be made. To make it easier for the young people, there is some professional advice. It's best for the young man to start this process as early as possible, ideally in the tenth form. You should determine if you would like to continue in higher education, or to learn a trade and look for a job. It's up to the person to decide, but you should remember that to get more chances, you should strive for higher education which enables you to be qualified for skilled labour. You should determine what you might like to study or major in at college. You might like to try some of these career assessment tests to help with this step. You will surely also get suggestions from family, friends, and high school teachers and guidance counsellors. You also have to consider the demand for a particular specialist in the labour market. Choosing a career where there are limited job opportunities can greatly increase the challenges you will face.

Text 8. How Not to Die at Your Job Interview

Today very few employers have time for long interviews. That is why first impressions about you are very important. If you want to get the job, prepare for the interview. Learn all you can about the company where you are seeking

employment. You can make a better impression if you are familiar with the company's plans and operations.

Arrive for the interview on time. When greeting the interviewer wait until he moves to shake hands. You should also wait until he offers you a seat. The way you dress is also very important. Choose clothing in which you'll be comfortable. Be neat. Your shoes should be well-cleaned and shined. If you are a woman try to be moderate in make-up and jewelry. Try to be relaxed and confident during the interview. Never interrupt the interviewers. Don't criticize your previous employers. No matter how bad they were. Speak about them with respect when you start explaining why you quit.

Text 9. Using the Internet

The Internet is completely changing the way we access information. This general source of news and knowledge has revolutionized the world of media beyond all recognition. Thanks to the internet we can find the most sophisticated pieces of information in a flash. It's no wonder that we tend to say that the world is getting smaller.

Because of this new communication channel we feel almost as if we are eye witnesses of events which take place in distant countries. And this is just the beginning of a great development. Nowadays, everybody feels the need to have access to the internet. Personally, I just can't imagine that there is any information we can't by virtue this medium.

I love to surf the internet for hours. How in the world would I get faster to the people I care for? In no way would I dream of depreciating the importance of telephones. Particularly as a woman I can sit for hours on the phone. Yet, the internet helps me to save time. I can talk with some friends via the Communicator, write emails to others while simultaneously browsing the world wide web.

The Internet is an infinite source of information on education and career opportunities. As a student I don't want to lag behind those who are well informed about the best job vacancies. It's the internet that gives me the means to select the most appropriate offers and get in touch with potential employers.

Instead of buying dozens of newspapers and trawling through them in search of some worthwhile information sandwiched between things I'm not really interested in, I find everything I need in no time at all. In addition I can practise and improve my English on the internet while I meet new people from different parts of the world.

The internet has become a vital part of my daily life and it's so much more to me than just another source of entertainment.