

Федеральное государственное бюджетное образовательное учреждение высшего образования «Тамбовский государственный университет имени Г.Р. Державина»  
Институт новых технологий и искусственного интеллекта  
Кафедра зарубежной филологии и прикладной лингвистики

УТВЕРЖДАЮ:  
И.о. директора института



Н. Л. Королева  
«16» сентября 2024 г.

## **РАБОЧАЯ ПРОГРАММА**

по дисциплине Б1.О.1 Иностранный язык

Направление подготовки/специальность: 01.03.01 - Математика

Профиль/направленность/специализация: Искусственный интеллект и моделирование

Уровень высшего образования: бакалавриат

Квалификация: Бакалавр

год набора: 2024

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Рабочая программа составлена в соответствии с ФГОС ВО по направлению подготовки 01.03.01 - Математика (уровень бакалавриата) (приказ Министерства образования и науки РФ от «10» января 2018 г. № 8).

Рабочая программа принята на заседании Кафедры зарубежной филологии и прикладной лингвистики «13» сентября 2024 г. Протокол № 2

Рассмотрена и одобрена на заседании Ученого совета Института новых технологий и искусственного интеллекта, Протокол от «16» сентября 2024 г. № 1.

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## 1. Цели и задачи дисциплины

### 1.1 Цель дисциплины – формирование компетенций:

УК-4 Способен осуществлять деловую коммуникацию в устной и письменной формах на государственном языке Российской Федерации и иностранном(ых) языке(ах)

### 1.2 Типы задач профессиональной деятельности, к которым готовятся обучающиеся в рамках освоения дисциплины:

- научно-исследовательский
- педагогический

1.3 Дисциплина ориентирована на подготовку обучающихся к профессиональной деятельности в сферах: 01 Образование и наука (в сфере общего, профессионального и дополнительного профессионального образования; в сфере научных исследований), 40 Сквозные виды профессиональной деятельности в промышленности (в сфере научно-исследовательских и опытноконструкторских разработок)

### 1.4 В результате освоения дисциплины у обучающихся должны быть сформированы:

| Обобщенные трудовые функции / трудовые функции / трудовые или профессиональные действия (при наличии профстандарта) | Код и наименование компетенции ФГОС ВО, необходимой для формирования трудового или профессионального действия  | Индикаторы достижения компетенций  |
|---|--|--|
|   | УК-4 Способен осуществлять деловую коммуникацию в устной и письменной формах на государственном языке Российской Федерации и иностранном(ых) языке(ах) | Выполняет перевод профессиональных текстов с иностранного языка на государственный |

### 1.5 Согласование междисциплинарных связей дисциплин, обеспечивающих освоение компетенций:

УК-4 Способен осуществлять деловую коммуникацию в устной и письменной формах на государственном языке Российской Федерации и иностранном(ых) языке(ах)

| № п/п | Наименование дисциплин, определяющих междисциплинарные связи | Форма обучения  |
|-------|--|-----------------|
|       |  | Очная (семестр) |
|       |  | 7               |
| 1     | Язык эффективной коммуникации                                | +               |

## 2. Место дисциплины в структуре ОП бакалавриата:

Дисциплина «Иностранный язык» относится к обязательной части учебного плана ОП по направлению подготовки 01.03.01 - Математика.

Дисциплина «Иностранный язык» изучается в 1, 2, 3, 4 семестрах.

## 3. Объем и содержание дисциплины

3.1.Объем дисциплины: 8 з.е.

Очная: 8 з.е.

| Вид учебной работы                   | Очная<br>(всего часов) |
|--------------------------------------|------------------------|
| <b>Общая трудоёмкость дисциплины</b> | <b>288</b>             |
| Контактная работа                    | 192                    |
| Лабораторные (Лаб. раб.)             | 192                    |
| Самостоятельная работа (СР)          | 24                     |
| Экзамен                              | 72                     |
| Зачет                                | -                      |

3.2.Содержание курса:

| №<br>темы | Название<br>раздела/темы   | Вид<br>учебной<br>работы,<br>час. |    | Формы текущего<br>контроля           |
|-----------|----------------------------|-----------------------------------|----|--------------------------------------|
|           |                            | Лаб                               | СР |                                      |
|           |                            | раб.                              |    |                                      |
|           |                            | О                                 | О  |                                      |
| 1 семестр |                            |                                   |    |                                      |
| 1         | GLOBAL (starter)           | 12                                | 2  | Опрос; Дискуссия;<br>Тестирование    |
| 2         | MY LIFE(starter)           | 10                                | 1  | Опрос; Дискуссия;<br>Тестирование    |
| 3         | AROUND<br>TOWN(starter)    | 10                                | 1  | Опрос; Дискуссия;<br>Тестирование    |
| 4         | TRAVEL(starter)            | 10                                | 1  | Опрос; Дискуссия;<br>Тестирование    |
| 5         | PEOPLE (starter)           | 10                                | 1  | Опрос; Дискуссия;<br>Тестирование    |
| 6         | AT HOME(starter)           | 12                                | 2  | Опрос; Дискуссия;<br>Тестирование    |
| 2 семестр |                            |                                   |    |                                      |
| 7         | LEISURE(starter)           | 10                                | 2  | Опрос; Дискуссия;<br>Тестирование    |
| 8         | THE PAST(starter)          | 10                                | 1  | Дискуссия;<br>Тестирование;<br>Опрос |
| 9         | MONEY(starter)             | 12                                | 1  | Тестирование;<br>Опрос; Дискуссия    |
| 10        | CHANGES(starter)           | 10                                | 1  | Опрос; Дискуссия;<br>Тестирование    |
| 11        | YOUR<br>LIFE(elementary)   | 10                                | 1  | Дискуссия; Опрос;<br>Тестирование    |
| 12        | ROUTINES                   | 12                                | 2  | Тестирование;<br>Опрос; Дискуссия    |
| 3 семестр |                            |                                   |    |                                      |
| 13        | ACTIVITIES(eleme<br>ntary) | 6                                 | 1  | Опрос; Дискуссия;<br>Тестирование    |

|           |  |   |   |                                   |
|-----------|--|---|---|-----------------------------------|
| 14        | FOOD(elementary)                                       | 6 | 1 | Опрос; Дискуссия;<br>Тестирование |
| 15        | HOME(elementary)                                       | 6 | 1 | Опрос; Дискуссия;<br>Тестирование |
| 16        | CITY<br>LIFE(elementary)                               | 7 | 1 | Опрос; Дискуссия;<br>Тестирование |
| 17        | PEOPLE(elementary)                                     | 7 | - | Опрос; Дискуссия;<br>Тестирование |
| 4 семестр |  |   |   |                                   |
| 18        | INTRODUCTIONS<br>(Business English)                    | 2 | - | Опрос                             |
| 19        | GETTING TO<br>KNOW<br>COLLEAGUES<br>(Business English) | 2 | - | Опрос                             |
| 20        | DELEGATING<br>TASKS (Business<br>English)              | 2 | - | Опрос                             |
| 21        | WRITING A<br>REPORT (Business<br>English)              | 2 | 1 | Опрос                             |
| 22        | MAKING<br>APOLOGIES<br>(Business English)              | 2 | - | Опрос                             |
| 23        | MAKING PLANS<br>BY EMAIL<br>(Business English)         | 2 | 1 | Опрос                             |
| 24        | KEEPING<br>CLIENTS<br>INFORMED<br>(Business English)   | 2 | 1 | Опрос                             |
| 25        | INFORMAL<br>COMMUNICATIO<br>N (Business<br>English)    | 2 | - | Опрос;<br>Тестирование            |
| 26        | ADVICE AND<br>SUGGESTIONS<br>(Business English)        | 2 | - | Опрос                             |
| 27        | TALKING ABOUT<br>ABILITIES<br>(Business English)       | 2 | - | Опрос                             |
| 28        | COMPARING AND<br>CONTRASTING<br>(Business English)     | 2 | - | Опрос                             |
| 29        | CHECKING<br>INFORMATION<br>(Business English)          | 2 | - | Опрос                             |
| 30        | JOB<br>DESCRIPTIONS<br>(Business English)              | 2 | - | Опрос                             |
| 31        | APPLYING FOR A<br>JOB (Business<br>English)            | 2 | - | Опрос                             |

|    |   |   |   |                        |
|----|---|---|---|------------------------|
| 32 | JOB INTERVIEWS<br>(Business English)                | 2 | - | Опрос                  |
| 33 | STRUCTURING A<br>PRESENTATION<br>(Business English) | 2 | 1 | Опрос;<br>Тестирование |

### Тема 1. GLOBAL (starter) (УК-4)

#### Лекция.

Не предусмотрена

#### Лабораторные работы.

1. Nice to meet you!
2. Faces and names
3. Favourite films
4. Progress test 1

#### 1 GRAMMAR

To be: I and you

Complete the sentences with I'm or You're.

To be: he, she, it

Complete the sentences with He's, She's, or It's.

Use the words to complete the sentences.

We're Where in Where's She

#### 2 VOCABULARY

Numbers

Complete the table.

Nationalities

Complete and translate.

Complete the common phrases.

#### 3 READING

Read about Adrian and complete the form.

My name is Adrian Albert. I'm from Sydney in Australia. I'm in the Hotel Rex, in room 506.

Name: Adrian \_\_\_\_\_

Country: \_\_\_\_\_

City: \_\_\_\_\_

Hotel: \_\_\_\_\_

Room: \_\_\_\_\_

#### 4 WRITING

Use this information to complete the sentences.

Name: Alice Arbuckle

City: London

Country: the UK

Room: 445

Hotel: Hotel Galaxy

She's \_\_\_\_\_ Arbuckle. \_\_\_\_\_ from London \_\_\_\_\_ the UK.

She's in \_\_\_\_\_ 445 in the Hotel \_\_\_\_\_ .

#### Задания для самостоятельной работы.

1. проработка вопросов, вынесенных на самостоятельное изучение основной и дополнительной литературы;
2. конспектирование материалов, работа со справочной литературой;

3.подготовка к опросу, тестированию.

## Тема 2. MY LIFE(starter) (УК-4)

### Лекция.

Не предусмотрена

### Лабораторные работы.

- 1.Family parties
- 2.What's in your bag?
- 3.How old is she?
- 4.Progress test 2

### 1 GRAMMAR

Write Who or What.

Put the words in the correct order to make sentences.

Complete the sentences with the correct pronoun

### 2 VOCABULARY

Personal objects

Numbers 11-101

Complete the table

Put the words in the correct column.

### 3 READING

E-mail friends Hello. My name's Min-Soo Park. I'm 24 years old. I'm a teacher. I'm from Seoul. My email address is minsoo@seoul.kr. I'm Sebastian Wright. I'm from Newcastle in England. I'm 49 years old. I'm an engineer. My email address is sebastian@wright.net. My name's Billy Brady. I'm from Los Angeles. I'm 18. I'm a student. My sister's name is Wanda. My email address is billybrady@bradyfamily.org.

Answer the questions.

What's Min-Soo's job? \_\_\_\_\_

What's Min-Soo's email address? \_\_\_\_\_

Who is from Newcastle? \_\_\_\_\_

How old is Billy? \_\_\_\_\_

Who is Wanda? \_\_\_\_\_

### 4 WRITING

Use the notes to complete the personal profile.

### Задания для самостоятельной работы.

1. проработка вопросов, вынесенных на самостоятельное изучение основной и дополнительной литературы;
2. конспектирование материалов, работа со справочной литературой;
3. подготовка к опросу, тестированию.

## Тема 3. AROUND TOWN(starter) (УК-4)

### Лекция.

Не предусмотрена

### Лабораторные работы.

- 1.Café culture
- 2.Sorry, we're closed.
- 3.How much is that?
- 4.Progress test 3



## 1 GRAMMAR

Complete the sentences with 'm, 's or 're.

**Possessive's: singular and plural**

Complete the sentences with our or their.

**To be: review**

Rewrite the sentences in the negative.

You're in room 341.

We're students.

They're from Japan.

I'm Jan Johannsen.

He's my brother.

Put the words in the correct order to make questions.

they Prague in Are?

museum near the we Are?

she your Is mother?

from Spain you Are?

your friend Am I?

## 2 VOCABULARY

Match the pairs of adjectives.

old small

big bad

beautiful modern

good closed

open ugly

Unscramble the words. Put them in the correct list.

Tourist attractions Holiday things

a letsac a kapcbcak \_\_\_\_\_

a aremca a dracathel \_\_\_\_\_

a seactuis a yellrag \_\_\_\_\_

a tounmain a okbo \_\_\_\_\_

a retmak a riapfosoehs \_\_\_\_\_

## 3 READING

The Uffizi is an art gallery in Florence, Italy. It is in an old palace. It's big and beautiful. The pictures in the gallery are great. It's open from Tuesday to Sunday. It's closed on Mondays. Loggiatidegli Uffizi 50122 Florence 055 2388651

True or False?

The Uffizi isn't open on Mondays.

The Uffizi isn't big.

The Uffizi is in a modern palace.

The Uffizi isn't in Italy.

The Uffizi is in Florence.

## 4 WRITING

Use the notes to write about the Prado.

The Prado

What: an art museum

Open: Tuesday–Sunday

Where: Madrid, Spain

Free: No

Email: museo.nacional@prado.mcu.es

The \_\_\_\_\_ is a museum in \_\_\_\_\_, Spain. It isn't open on \_\_\_\_\_, but it is open Tuesday to Sunday. The Prado \_\_\_\_\_ free. The \_\_\_\_\_ address is museo.nacional@prado.mcu.es.

### Задания для самостоятельной работы.

1. проработка вопросов, вынесенных на самостоятельное изучение основной и дополнительной литературы;
2. конспектирование материалов, работа со справочной литературой;
3. подготовка к опросу, тестированию.

## Тема 4. TRAVEL(starter) (УК-4)

### Лекция.

Не предусмотрена

### Лабораторные работы.

1. The Old City
2. Tourist information
3. At the station
4. Progress test 4

### 1 GRAMMAR

Use the words in the box to complete the questions.

cups of an orange a cup of ticket a piece of

- 1 Can I have \_\_\_\_\_ coffee, please?
- 2 Can I have \_\_\_\_\_ juice, please?
- 3 Can I have a return \_\_\_\_\_ to London, please?
- 4 Can I have two \_\_\_\_\_ tea, please?
- 5 Can I have \_\_\_\_\_ cake, please?

Unscramble the words to make sentences.

- 6 are those How shirts much are?
- 7 books free these Are?
- 8 great That is dress!
- 9 is skirt beautiful This!
- 10 much are How these hats?

Underline the correct word.

- 11 They're Mr Lings/her tickets.
- 12 What's Teds/Ted's address?
- 13 Those are Jim's/Jim shoes.
- 14 Are you hers/his brother?
- 15 Rick is her/Lillys husband.

### 2 VOCABULARY

Write F (Food) or D (Drink)

- 16 a black coffee \_\_\_\_\_
- 17 a salad \_\_\_\_\_
- 18 a sandwich \_\_\_\_\_
- 19 an orange juice \_\_\_\_\_
- 20 a piece of cake \_\_\_\_\_

Complete the chart

- 49p (21) \_\_\_\_\_
- (22) \_\_\_\_\_ p seventy-five pence

£1.69 (23) \_\_\_\_\_

(24) € \_\_\_\_\_ two euros twenty

\$4.45 (25) \_\_\_\_\_

*Put the words in the correct column.*

yellow a T-shirt a man orange a restaurant

blue a skirt a cinema a wife a market

people colours clothes places

a child red a dress a supermarket

a woman (28) \_\_\_\_\_ a coat (33) \_\_\_\_\_

(26) \_\_\_\_\_ (29) \_\_\_\_\_ (31) \_\_\_\_\_ (34) \_\_\_\_\_

(27) \_\_\_\_\_ (30) \_\_\_\_\_ (32) \_\_\_\_\_ (35) \_\_\_\_\_

### 3 READING

Petticoat Lane Market is in London, in the East End. It is a clothes market. It's a very old market. The market is open Monday to Friday 10:00 to 14:30 and Sunday 9:00 to 14:00.

True or False?

### Задания для самостоятельной работы.

1. проработка вопросов, вынесенных на самостоятельное изучение основной и дополнительной литературы;
2. конспектирование материалов, работа со справочной литературой;
3. подготовка к опросу, тестированию.

## Тема 5. PEOPLE (starter) (УК-4)

### Лекция.

Не предусмотрена

### Лабораторные работы.

1. The 60-second interview
2. Bestfriends
3. Making friends
4. Progress test 5

### GRAMMAR

*Present Simple: I and you. Present Simple: he, she and it*

*Choose the correct word.*

- 1 There aren't/isn't an art gallery near here.
- 2 There are two/a cafés in this town.
- 3 Is there/there's a bank near here?
- 4 There aren't/are any museums in this town.
- 5 Is/Are there a supermarket near the hotel?

*Complete the sentences with any, some, or a lot.*

- 6 There aren't \_\_\_\_\_ bus stops in the square.
- 7 There are \_\_\_\_\_ cafés near here.
- 8 There are \_\_\_\_\_ of galleries in this town.
- 9 Are there \_\_\_\_\_ markets near the hotel?
- 10 There are \_\_\_\_\_ cinemas in the square.

*Put the words in the right order to make sentences.*

- 11 can in say I 'hello' French.
- 12 a read book you in Can Italian?
- 13 Russian can He speak.

- 14 piano the Can play she?  
 15 a use can They computer.

## VOCABULARY

### *Prepositions of place*

Unscramble the prepositions of place.

- 16 redun  
 17 osoppite  
 18 nintroffo  
 19 ntexot  
 20 heibnd

Complete the table.

### *Country Nationality*

- France 21 \_\_\_\_\_  
 22 \_\_\_\_\_ Italian  
 China 23 \_\_\_\_\_  
 24 \_\_\_\_\_ Scottish  
 Ireland 25 \_\_\_\_\_

Find five abilities.

courseplaythepianorelationshipcookwordplaygolflistendrivepartneruseacomputerfriend

- 31 16:00 a seven o'clock in the evening  
 32 19:00 b eight o'clock in the morning  
 33 7:00 c four o'clock in the afternoon  
 34 8:00 d five o'clock in the afternoon  
 35 17:00 e seven o'clock in the morning

## READING

My favourite place for a holiday is Northumberland. Northumberland is in the north-east of England. The coast and the countryside are very beautiful and the beaches are great. There aren't any big cities in Northumberland. My favourite castle is in Northumberland. It's called Bamburgh Castle. It's in the north-east of Northumberland. And Alnwick Castle is in the centre of Northumberland. There's a new tourist attraction in the east of Northumberland. It's called Alnwick Gardens. There are plants and trees from all over the world. There's a big lake in the west of Northumberland. It's called Kielder Water.

True or false?

- 36 Northumberland is in England. \_\_\_\_\_  
 37 Northumberland has got one famous big city. \_\_\_\_\_  
 38 There aren't any castles in Northumberland. \_\_\_\_\_  
 39 There's a new tourist attraction in Northumberland. \_\_\_\_\_  
 40 There's a big garden called Kielder Water. \_\_\_\_\_

## 4 WRITING

Use the notes to complete the sentences.

Arizona, south-west USA

north: the Grand Canyon

south: big cities – Phoenix and Tucson

north-west: Lake Mead (a big lake)

tourist attraction (near Tucson): Biosphere 2

My favourite place for a holiday is Arizona. Arizona is in (41) \_\_\_\_\_ USA.

It's very beautiful. My favourite place in Arizona is the Grand Canyon. It's

(42) \_\_\_\_\_. There are two (43) \_\_\_\_\_

Arizona. They're called Phoenix and Tucson. Near Tucson, there's a great

(44) \_\_\_\_\_. It's called Biosphere 2. There are plants and trees from all over the world.

There's a (45) \_\_\_\_\_ Arizona. It's called Lake Mead.

### Задания для самостоятельной работы.

1. проработка вопросов, вынесенных на самостоятельное изучение основной и дополнительной литературы;
2. конспектирование материалов, работа со справочной литературой;
3. подготовка к опросу, тестированию.

## Тема 6. AT HOME(starter) (УК-4)

### Лекция.

Не предусмотрена

### Лабораторные работы.

1. Small houses
2. House work
3. Technology at home
4. Progress test 6

## 1 GRAMMAR

### *Have got*

*Choose the best answer for each question.*

- 1 Do you like Irish music? a Yes, I do. / b Yes, I am. / c Yes, I like.
- 2 Does she like football? a Not like. / b No, she not. / c No, she doesn't.
- 3 Do you like British cars? a Yes, it is. / b Yes, I do. / c Yes, there are.
- 4 Do they like Manchester United? a No, they don't. / b No, we can't. / c No, they aren't.
- 5 Does he like Spanish films? a Yes, he do. / b Yes, he does. / c Yes, I do.

*Put the words in the correct order to make questions.*

- 6 do do you What? \_\_\_\_\_
- 7 live you do Where? \_\_\_\_\_
- 8 do Who you for work? \_\_\_\_\_
- 9 write do What you? \_\_\_\_\_
- 10 work Where you do? \_\_\_\_\_
- 5

Complete the answers. Use a verb + me, you, him, her, it, us, or them.

Do you like coffee? Yes, I like it.

- 11 Do you like my new car? Yes, I \_\_\_\_\_.
- 12 Does Mr Smith know Mrs Arbuckle? Yes, he \_\_\_\_\_.
- 13 Does Sarah like American films? No, she \_\_\_\_\_.
- 14 Does Mr Adamson know your parents? Yes, he \_\_\_\_\_.
- 15 Do your parents like your boyfriend? No, they \_\_\_\_\_.

*Complete the text with the verb in the correct form.*

watch / like / finish / start / eat

Oliver is my friend. He's a sales rep. He (16) \_\_\_\_\_ work at eight every morning and (17) \_\_\_\_\_ at eight in the evening. For breakfast, he (18) \_\_\_\_\_ to have fast food in his car. He doesn't (19) \_\_\_\_\_ lunch. At night, Oliver (20) \_\_\_\_\_ TV. He goes to bed around midnight.

Complete the table.

You design books. / Do you design books?

(21) \_\_\_\_\_ / Does he write articles?

They design buildings. / (22) \_\_\_\_\_

(23) \_\_\_\_\_ / Does she write articles?

You cook food. / (24) \_\_\_\_\_

(25) \_\_\_\_\_ / Do they do yoga?

## 2 VOCABULARY

Use the letters to write five jobs.

26 ectitchra \_\_\_\_\_

27 aless pre \_\_\_\_\_

28 rengised \_\_\_\_\_

29 preretro \_\_\_\_\_

30 redluib \_\_\_\_\_

Use the words to complete the sentences.

rich / poor / happy / young / tall

31 My father isn't \_\_\_\_\_. He's 100!

32 My brother has got a lot of money. He's \_\_\_\_\_.

33 My mother doesn't like her job. She isn't a \_\_\_\_\_ person at work.

34 I haven't got any money. I'm \_\_\_\_\_, but I'm not sad.

35 I'm not short, I'm \_\_\_\_\_ – 220 cm!

## 3 READING

We're chefs!

Marty Jenkins and Alice Gordon are best friends – and chefs. Our reporter talks to them about work and food.

Where do you work?

Marty: I work at the Park Hotel.

Alice: And I work at the Broadway Hotel.

Are your jobs the same?

Marty: Yes. I'm a chef ...

Alice: ... and I'm a chef. So yes, our jobs are the same.

When do you start work?

Marty: Oh, that isn't the same. I start work at five in the morning. I cook breakfast and lunch.

Alice: I start work at four in the afternoon. I cook dinner. I finish work at midnight.

Marty: And I finish work at three in the afternoon. And I eat fast food for dinner!

Alice: I don't! I don't like fast food!

*True or false?*

36 Marty and Alice work at the same hotel. \_\_\_\_\_

37 Alice isn't a chef. \_\_\_\_\_

38 Marty starts work early in the morning. \_\_\_\_\_

39 Alice finishes work in the afternoon. \_\_\_\_\_

40 Alice doesn't like fast food. \_\_\_\_\_

## 4 WRITING

Use these notes to complete sentences.

Hideo Tanaka

Job: chef – Japanese restaurant

Hours: 17:00–23:30

Fast food? Yes (breakfast and lunch)

TV? No

Music? Yes

I'm a (41) \_\_\_\_\_. I  
 (42) \_\_\_\_\_ at 5:00 in the evening and I  
 (43) \_\_\_\_\_ at about half past eleven at night. I  
 (44) \_\_\_\_\_ for breakfast and lunch, and I eat dinner at work. I  
 don't (45) \_\_\_\_\_

### Задания для самостоятельной работы.

1. проработка вопросов, вынесенных на самостоятельное изучение основной и дополнительной литературы;
2. конспектирование материалов, работа со справочной литературой;
3. подготовка к опросу, тестированию.

## Тема 7. LEISURE(starter) (УК-4)

### Лекция.

Не предусмотрена

### Лабораторные работы.

1. A bad day
2. Amazing abilities
3. It's sold out
4. Progress test 7

### 1 GRAMMAR

Use the words to complete the sentences.

get up / eat / turn off / look at / watch

- 1 Don't \_\_\_\_\_ TV all day!
- 2 Please \_\_\_\_\_ at 6:00. Our train is at 7:30.
- 3 Don't \_\_\_\_\_ your emails now, please. It's time to go!
- 4 Please \_\_\_\_\_ your mobile phone in the cinema.
- 5 Please don't \_\_\_\_\_ chocolate for lunch. Eat a sandwich!

*Put the words in the correct order to make sentences.*

- 6 often I from work home. \_\_\_\_\_
- 7 travel We abroad never. \_\_\_\_\_
- 8 They work always outdoors. \_\_\_\_\_
- 9 take often work doesn't home He. \_\_\_\_\_
- 10 customers her in calls the never evening She. \_\_\_\_\_

*Cross out one incorrect word in each sentence.*

- 11 No, not thank you.
- 12 Would you to like an orange juice?
- 13 What do you want for to eat?
- 14 I am would like tea, please.
- 15 Do you are want sugar?

### 2 VOCABULARY

Match each worker with a place.

- 16 a sales assistant a a factory
- 17 a teacher b a shop
- 18 a factory worker c a school
- 19 a nurse d a restaurant

20 a waiter e a hospital

Complete the months.

21 Oc \_\_\_\_\_

22 \_\_\_\_\_ ove \_\_\_\_\_

23 \_\_\_\_\_ rua \_\_\_\_\_

24 Au \_\_\_\_\_

25 \_\_\_\_\_ ece \_\_\_\_\_

Use the words to complete the work phrases.

home / abroad / answer / have / reports

26 \_\_\_\_\_ meetings

27 write \_\_\_\_\_

28 \_\_\_\_\_ the phone

29 travel \_\_\_\_\_

30 take work \_\_\_\_\_

### ***Ordinal numbers and dates***

Complete the table.

3rd May the third of May

(31) the first of July

13th June (32)

(33) the ninth of May

26th April (34)

(35) the eighteenth of March

### **3 READING**

I get up at 9.00 in the morning. I watch TV from 9.00–9.30. After breakfast, I have a shower. I start work at 10.30. I'm a call centre worker. In the morning, I answer the phone. I eat lunch from 12.30 to 1.30. In the afternoon, I write reports. I finish work at 5.30. In the evenings, I go to bed around 11.30.

Put the events in the right order.

36 have a shower \_\_\_\_\_

37 write reports \_\_\_\_\_

38 answer the phone \_\_\_\_\_

39 watch TV \_\_\_\_\_

40 eat lunch \_\_\_\_\_

### **4 WRITING**

Use the notes to write about the PA's day.

7.30 get up

7.35 eat breakfast

9.00 start work

9.30–12.45 meetings

12.45–1.15 lunch

1.15–5.30 write reports

6.00 finish work

I (41) \_\_\_\_\_ morning. I eat (42) \_\_\_\_\_, and I go to work. I (43) \_\_\_\_\_ 9.00. I'm a PA. I work in an office. In (44) \_\_\_\_\_ meetings. I (45) \_\_\_\_\_ to 1.15. I finish work at 6.00.

### **Задания для самостоятельной работы.**

1. проработка вопросов, вынесенных на самостоятельное изучение основной и дополнительной литературы;
2. конспектирование материалов, работа со справочной литературой;



3. подготовка к опросу, тестированию.

## Тема 8. THE PAST(starter) (УК-4)

### Лекция.

Не предусмотрена

### Лабораторные работы.

1. 20 th century icons
2. Memories
3. How was your weekend?
4. Progress test 8

### 1 GRAMMAR

Complete the sentences with want or like.

- 1 Do you \_\_\_\_\_ playing golf?
- 2 They don't \_\_\_\_\_ playing chess.
- 3 We \_\_\_\_\_ to go to the beach.
- 4 You don't \_\_\_\_\_ to watch TV.
- 5 I \_\_\_\_\_ going out with my friends.

Complete sentences with the correct form of have got.

- 6 I (not) \_\_\_\_\_ an armchair.
- 7 They \_\_\_\_\_ four bedrooms.
- 8 \_\_\_\_\_ she \_\_\_\_\_ a car?
- 9 We (not) \_\_\_\_\_ a garage.
- 10 \_\_\_\_\_ you \_\_\_\_\_ a bicycle?

Match the questions with the answers.

- 11 Where is Mr Nowak? a He's my friend.
- 12 What does he do? b He's one metre eighty-five.
- 13 Which restaurant does he like? c He likes China Express.
- 14 How tall is he? d He's in London.
- 15 Who is Mr Snell? e He's a waiter.

### 2 VOCABULARY

Use the words to complete the activities.

play / watch / go / exercise / out

- 16 \_\_\_\_\_ cycling
- 17 eat \_\_\_\_\_
- 18 \_\_\_\_\_ chess
- 19 do \_\_\_\_\_
- 20 \_\_\_\_\_ TV

Find five adjectives.

hotelboringplaydifficultfootballinterestingfriendsfunswimmingeasyreading

Use the words to complete the sentences.

bathroom / living room / park your car / play football / cook

- 26 You \_\_\_\_\_ in the kitchen.
- 27 You watch TV in the \_\_\_\_\_ .
- 28 You \_\_\_\_\_ in the garage.
- 29 You have a shower in the \_\_\_\_\_ .
- 30 You \_\_\_\_\_ in the garden.

Write the words in the correct list.

roast beef / green salad / lamb chops / fish soup / chocolate cake

Starters: (31–32) \_\_\_\_\_ , \_\_\_\_\_

Main courses: (33–34) \_\_\_\_\_ , \_\_\_\_\_

Desserts: ice cream, (35) \_\_\_\_\_

### 3 READING

Beth: I like old things. My photographs are on paper, not on my computer. My friend Ben really likes new technology. He's got a digital camera and a lot of photos on his computer. Ben: That's true! And I've got a lot of MP3s on my computer. I really like my MP3 player. Beth hasn't got any MP3s. And she hasn't got a mobile phone! I've got a camera-phone!

True or False

36 Beth doesn't like new technology. \_\_\_\_\_

37 Beth has got some digital photographs. \_\_\_\_\_

38 Beth likes her mobile phone. \_\_\_\_\_

39 Ben likes new technology. \_\_\_\_\_

40 Ben has got music on his computer. \_\_\_\_\_

### 4 WRITING

Use Bert's answers to complete the sentences.

Have you got ...

a CD player? Yes, I have.

a computer? Yes, I have.

a digital camera? Yes, I have. I take it on holiday.

a DVD player? No, but I want one.

an LCD TV? No, and I don't want one.

an MP3 player? No, and I don't want one.

Bert likes new technology and he sometimes buys new things. He's

(41) \_\_\_\_\_ and a digital camera. He takes

(42) \_\_\_\_\_ . He hasn't

(43) \_\_\_\_\_ or an MP3 player. He wants

(44) \_\_\_\_\_ , but he

(45) \_\_\_\_\_ or an MP3 player.

### Задания для самостоятельной работы.

1. проработка вопросов, вынесенных на самостоятельное изучение основной и дополнительной литературы;

2. конспектирование материалов, работа со справочной литературой;

3. подготовка к опросу, тестированию.

## Тема 9. MONEY(starter) (УК-4)

### Лекция.

Не предусмотрена

### Лабораторные работы.

1. Teenage jobs

2. Rage to riches

3. A woman in a man's world

4. Progress test 9

### 1 GRAMMAR

Write the sentences in the past.

1 I am happy.

2 She is a singer.

3 They are rich.

4 He is from London.

5 We are famous for our music.

Match to make sentences.

- 6 I a he a good student?  
 7 Were b wasn't a good student.  
 8 Was c weren't happy at school.  
 9 Where d you in the kitchen?  
 10 They e were your shoes?

### **Can/could**

Put the words in the correct order to make sentences.

- 11 suitcases Could my carry you ?  
 12 to Could please I speak Mr Jones, ?  
 13 ask I question a Can ?  
 14 fruit at some buy the you shop, please Could ?  
 15 this call evening you I Can ?

### **2 VOCABULARY**

Complete the sentences.

- 16 My father was born \_\_\_\_\_ 1956.  
 17 Stan is good \_\_\_\_\_ singing.  
 18 My brother was born \_\_\_\_\_ the 8th of October.  
 19 Her new boyfriend is similar \_\_\_\_\_ her old boyfriend.  
 20 He was friends \_\_\_\_\_ Bruce Lee.

Translate the time expressions.

- 21 yesterday morning \_\_\_\_\_  
 22 last week \_\_\_\_\_  
 23 three weeks ago \_\_\_\_\_  
 24 five months ago \_\_\_\_\_  
 25 yesterday afternoon \_\_\_\_\_

### **Housework expressions**

Use the words to complete the sentences.

vacuuming / iron / does / cooks / dishes

- 26 My husband \_\_\_\_\_ the laundry.  
 27 I \_\_\_\_\_ my shirts.  
 28 Who \_\_\_\_\_ dinner?  
 29 I don't like washing the \_\_\_\_\_.  
 30 I like \_\_\_\_\_ the house.

Find five school subjects.

badmathsschoollanguagesgoodscienceyearsmusicsubjectartfavourite

### **3 READING**

John Lennon John Lennon was a singer and guitar player. He also played the piano. He was born on 9th October, 1940 in Liverpool. His parents weren't rich. He started playing music when he was at school. He wasn't happy at school. He wasn't a very good student, but he was good at music and art. He started a band called The Beatles in the 1960s. The Beatles were very rich and famous. John left The Beatles in 1969. In 1971, he made a song called "Imagine".

True or False

- 36 When he was a child, John's family had a lot of money. \_\_\_\_\_  
 37 John liked school. \_\_\_\_\_  
 38 John played the piano. \_\_\_\_\_  
 39 The Beatles started in the 1970s. \_\_\_\_\_  
 40 In 1971, John wasn't playing with The Beatles. \_\_\_\_\_

### **4 WRITING**

Use these notes to complete the sentences

Frank Sinatra

Famous for: singing (1930s–1990s) and acting (1940s–1980s)

Birthday: 12th December, 1915 – Hoboken, New Jersey

Wives: four

Famous song: “My Way”

Frank Sinatra was a famous (41)\_\_\_\_\_. He (42)\_\_\_\_\_, New Jersey. His parents weren't rich, but they weren't poor. He started (43)\_\_\_\_\_ 1930s. His band was called “The Hoboken Four”. He started (44)\_\_\_\_\_ 1940s. His first movie was “Las Vegas Nights.” Sinatra (45)\_\_\_\_\_ fourtimes.

### Задания для самостоятельной работы.

1. проработка вопросов, вынесенных на самостоятельное изучение основной и дополнительной литературы;
2. конспектирование материалов, работа со справочной литературой;
3. подготовка к опросу, тестированию.

## Тема 10. CHANGES(starter) (УК-4)

### Лекция.

Не предусмотрена

### Лабораторные работы.

1. Home and away
2. Cheer up!
3. Giving gifts
4. Progress test 10

## 1 GRAMMAR

Write Past Simple sentences.

- 1 he / like / the painting.
- 2 she / stay / with her mother.
- 3 they / start / work at 8:00.
- 4 I / cook / dinner.
- 5 we / want / a new car.

*Use the words to complete the sentences.*

move / moved / didn't / work / stay

- 6 Picasso \_\_\_\_\_ like the Mona Lisa.
- 7 Did Andy Warhol \_\_\_\_\_ for 'Vogue'?
- 8 Van Gogh \_\_\_\_\_ to London.
- 9 Did the Mona Lisa \_\_\_\_\_ in Italy?
- 10 Picasso didn't \_\_\_\_\_ to New York.

*Underline the correct form of the verb.*

- 11 Did he go / went to Paris?
- 12 He took / take a lot of photos.
- 13 Did they buy / bought a new car?
- 14 They didn't have / had dinner.
- 15 Did you see / saw the film?

*Put the words in the correct order to make sentences.*

- 16 tomorrow Are Anna to you see going ? \_\_\_\_\_
- 17 out going eat to He's. \_\_\_\_\_

18 tomorrow What you are do to going ? \_\_\_\_\_

19 to going go the to party They're. \_\_\_\_\_

20 us visit to going Is he ? \_\_\_\_\_

## 2 VOCABULARY

Match the sentences to the words.

21 You can win it. a a police officer

22 You can stay in it all day. b the lottery

23 He can arrest you. c your wallet

24 She steals things. d your bed

25 You can lose it on the street. e a thief

## Numbers

Write the numbers.

26 100 = \_\_\_\_\_

27 \_\_\_\_\_ = eight hundred and fifteen

28 1,200 = \_\_\_\_\_

29 \_\_\_\_\_ = three thousand, seven hundred and eighty

30 9,020 = \_\_\_\_\_

Use the letters to write five things you can do.

31 ereitr \_\_\_\_\_

32 alrenotmisw \_\_\_\_\_

33 trsta a maflyi \_\_\_\_\_

34 raxle \_\_\_\_\_

35 egttif \_\_\_\_\_

## 3 READING

Charlie Roman went to Las Vegas on holiday last year. He had \$100. On the first morning, he lost his wallet. In the afternoon, he found \$1.00 on the street. He played a game and won \$1,000. That night, he broke his arm. He walked to the doctor's. The bill was \$999. The next day, Charlie played a game with his \$1.00. He won \$10,000. He bought a new car for \$9,999. Charlie went to his hotel, then a thief stole his new car. In the morning, he took his \$1.00 and played a game. He won \$100. What did he do? He played some games, but he didn't win. Then he went home. What did he say about his holiday? "It was exciting, but next year, I'm not going to go to Las Vegas!"

Underline the correct word.

36 Charlie lived in / went to Las Vegas.

37 Charlie lost / found his wallet.

38 Charlie lost / won \$1,000.

39 Charlie bought / stole a car.

40 Next year, Charlie is / isn't going to go to Las Vegas on holiday.

## 4 WRITING

Use these notes to complete Sally's postcard.

Monday: finish job at the restaurant, go to the cinema in the evening

Wednesday: move to new house

Today = Thursday

Friday: walk to my new job, go out for dinner in the evening

Dear Simon

How are you? I'm fine. On Monday, (41) \_\_\_\_\_ and in the evening, (42) \_\_\_\_\_.

(43) \_\_\_\_\_. Yesterday,

(44) \_\_\_\_\_ and in the evening,

(45) \_\_\_\_\_.

Seeyousoon!

Sally

### **Задания для самостоятельной работы.**

1. проработка вопросов, вынесенных на самостоятельное изучение основной и дополнительной литературы;
2. конспектирование материалов, работа со справочной литературой;
3. подготовка к опросу, тестированию.

## **Тема 11. YOUR LIFE(elementary) (УК-4)**

### **Лекция.**

Не предусмотрена

### **Лабораторные работы.**

1. People and places
2. Family ties
3. Working for a living
4. Progress test

Grammar

1 to be

Complete the sentences with the correct form of the verb to be.

Are you from Germany?

1 I \_\_\_\_\_ a doctor. I'm a dentist.

2 A: Is your husband English?

B: Yes, he \_\_\_\_\_.

3 Yes, Anna \_\_\_\_\_ my sister.

4 We \_\_\_\_\_ teachers. We're students.

5 Paulo \_\_\_\_\_ Spanish. He's Argentinian.

\_\_\_\_\_/10

2 subject pronouns; possessive adjectives

Choose the correct answer.

Laura's husband is an architect and \_\_\_\_\_ name's Mike.

a his b her c its

1 I'm French and \_\_\_\_\_ wife's from Italy.

a our b their c my

2 Maria's from Australia and \_\_\_\_\_'s a chef.

a they b she c we

3 \_\_\_\_\_'re teachers and my parents are teachers too.

a She b He c We

4 My cousins aren't in Paris, \_\_\_\_\_'re in Rome.

a we b they c you

5 So you're an actor and \_\_\_\_\_ wife's a television producer?

a your b our c their

\_\_\_\_\_/10

3 a/an

Put the jobs in the box in the correct column.

actor architect assistant chef doctor engineer farmer sea captain student teacher unemployed person

a an

sea captain \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_/10

### Vocabulary

#### 4 countries and nationalities

Complete the sentences with the correct nationalities.

Luis is from Brazil. He's Brazilian.

1 Vaclav is \_\_\_\_\_. He's from the Czech Republic.

2 Magda and Tomas are from Poland. They're \_\_\_\_\_.

3 Keiko is \_\_\_\_\_. She's from Japan.

4 A: Are you from France?

B: Yes, I'm \_\_\_\_\_.

5 Brad is from the USA. He's \_\_\_\_\_.

\_\_\_\_\_/10

#### 5 families

Complete the sentences with family words.

My mother's father is my grandfather.

1 The daughter of my sister is my \_\_\_\_\_.

2 My wife's mother is my \_\_\_\_\_.

3 My aunt's children are my \_\_\_\_\_.

4 The husband of my mother is my \_\_\_\_\_.

5 My uncle's wife is my \_\_\_\_\_.

\_\_\_\_\_/10

#### 6 jobs and work

Write the missing letters to complete the jobs.

computer programmer

1 c \_ \_ f

2 d \_ n \_ is \_

3 f \_ rm \_ r

4 t \_ a \_ her

5 s \_ \_ p as \_ ista \_ t

\_\_\_\_\_/10

### Pronunciation

#### 7 word stress

Underline the stress.

Australian

1 Turkish

2 Chinese

3 Italian

4 Spanish

5 Russian

\_\_\_\_\_/10

#### 8 word stress

Underline the correct stress pattern.

Australian

a o0oo b oo0o

1 Argentinian

a 0oooo b oo0oo

2 Japanese

a 0oo b oo0

3 Iranian

a o0oo b oo0o

4 German

a o0 b 0o

5 English

a 0o b o0

\_\_\_/10

How to ...

9 start and finish a basic conversation

Put the words in the box in the correct column.

Bye Excuse me Good evening Good night See you soon Hello

Start Finish

Hello \_\_\_\_\_

\_\_\_\_\_

\_\_\_/10

Reading

10 Read about Dawn's family and answer the questions.

Hi. My name's Dawn. I'm sixteen years old and I'm Canadian. My grandparents are British but they're not in England now, they're in Vancouver. My father's name is Brad and he's a farmer and my mother, Angie, is a teacher. There are three children in our family. My brother Ron is an engineer and my sister Ellen is a student at university in Vancouver. She's twenty-one.

Ron is married and his wife's from Argentina. Her name's Marcela and she's at home with their two children. Their names are Luis and Maria. Luis is four years old and Maria is two years old.

We're a happy family!

How old is Dawn?

Dawn is sixteen years old.

1 Where is Dawn from?

Dawn's from \_\_\_\_\_.

2 Where are her grandparents from?

Her grandparents are from \_\_\_\_\_.

3 Who is Brad?

He's Angie's \_\_\_\_\_.

4 Who is Marcela?

She's Dawn's \_\_\_\_\_.

5 Who are Luis and Maria?

They're Brad's \_\_\_\_\_.

\_\_\_/10

### Задания для самостоятельной работы.

1. проработка вопросов, вынесенных на самостоятельное изучение основной и дополнительной литературы;
2. конспектирование материалов, работа со справочной литературой;
3. подготовка к опросу, тестированию.



**Лекция.**

Не предусмотрена

**Лабораторные работы.**

- 1 1. Fun Club
- 2 2. A very special job
- 3 3. Hell's Kitchen, NYC
- 4 4. Progresstest2

**Grammar****1 Present Simple**

Complete the sentences with the correct form of the Present Simple. Use the words in the box.

get go like meet start watch

Do you like your job?

- 1 Giulia \_\_\_\_\_ TV every day.
- 2 Matt always \_\_\_\_\_ up at seven o'clock.
- 3 Sarah \_\_\_\_\_ her friends once a week.
- 4 When \_\_\_\_\_ Hans \_\_\_\_\_ work?
- 5 Stefan \_\_\_\_\_ to school in the holidays.

\_\_\_\_\_/10

**2 this/that, these/those**

Underline the correct answer.

I don't like that / those scarf.

- 1 This / Those shoes are very nice.
- 2 Look at these / that big black car.
- 3 This / These DVD player is useless. It doesn't work.
- 4 What are those / that?
- 5 This / These mobile phones are very old-fashioned!

\_\_\_\_\_/10

**3 noun plurals**

Write in the plural form of the nouns.

singular plural

man men

- 1 dictionary \_\_\_\_\_
- 2 watch \_\_\_\_\_
- 3 address \_\_\_\_\_
- 4 knife \_\_\_\_\_
- 5 city \_\_\_\_\_

\_\_\_\_\_/10

**Vocabulary****4 personal possessions**

Put the letters in the correct order to make words for personal possessions.

tgia dilamcrae

digital camera

1 anezamgi

\_\_\_\_\_  
2 olmiebehopn

\_\_\_\_\_  
3 okob

---

4 atpolprcuetmpo

---

5 adiy

---

\_\_\_\_/10

5 adjectives

Write the missing letters to complete the colour words.

red

1 g \_ e \_ n

2 \_ el \_ \_ w

3 bl \_ \_

4 \_ ro \_ n

5 b \_ a \_ k

\_\_\_\_/10

6 verb phrases: get, have, go

Choose the correct answer.

Josh \_\_\_\_\_ up at six o'clock.

a gets b has c goes

1 I \_\_\_\_\_ problems with technology.

a get b have c go

2 What time do you usually \_\_\_\_\_ lunch?

a get b have c go

3 We don't often \_\_\_\_\_ to nightclubs.

a get b have c go

4 When Erica \_\_\_\_\_ home, she checks her emails.

a gets b has c goes

5 I always \_\_\_\_\_ to bed at eleven o'clock.

a get b have c go

\_\_\_\_/10

Pronunciation

7 /ɪ/ and /i:/

Put the words in the box in the correct column.

digital dinner feed little meet niece sleep swim teacher think

/ɪ/ this /i:/ these

digital \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_/10

8 -s endings

Put the words in the box in the correct column.

checks feeds finishes gets goes has invents leaves listens organises washes walks watches

/s/ /z/ /ɪz/

walks listens organises

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_/10

How to ...

9 talk about your daily routine

Match questions (1–5) to answers (a–e).

When do you get up? At seven o'clock in the morning.

1 What do you do in the evening? a I work in a hotel.

2 Where do you work? b No, I don't.

3 Do you have breakfast every day? c At eleven o'clock in the evening.

4 When do you work? d I watch TV.

5 What time do you go to bed? e In the morning.

\_\_\_\_/10

Reading

10 Read about Emma's routine. Are the sentences true (T) or false (F)?

I'm from Scotland. I'm married to Ian and we have two children. We live in a modern flat in the centre of Edinburgh, the capital city. I have a very busy life. I get up every morning at half past six and I make breakfast for the family. I leave the house at a quarter to eight and take the children to school by car. Then I drive to my office. I'm a director in an international company. I like my job very much and I like the people I work with. At lunchtime I meet friends or I go to the gym but sometimes I don't have time for lunch and then I stay in the office. I finish work at six o'clock and get home at a quarter past six. Ian doesn't work every day so when he's at home he makes supper and we eat at seven o'clock. He's a very good cook! In the evenings the children do their homework and we watch television or a DVD

**Задания для самостоятельной работы:**

- 1 1. проработка вопросов, вынесенных на самостоятельное изучение основной и дополнительной литературы;
- 2 2. конспектирование материалов, работа со справочной литературой;
- 3 3. подготовка к опросу, тестированию.

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### Тема 13. ACTIVITIES(elementary) (УК-4)

**Лекция.**

Не предусмотрена

**Лабораторные работы.**

2. Can you do it?

3. Phone fun

4. Progress test 3

Grammar

1 adverbsoffrequency

Put the words in the correct order to make sentences.

a / weekend / We / to / the / sometimes / at / go / concert

We sometimes go to a concert at the weekend.

1 on / is / at / Jake / home / often / Sundays

2 goes / morning / occasionally / on / Holly / in / the Internet / the

3 six / I / never / after / work / am / at / o'clock

4 visit / Tuesdays / Our / us / on / friends / always

5 gym / usually / evening / Tom / in / to / goes / the / the

\_\_\_\_/10

2 can/can't

Make sentences using the words below. Use can (+) and can't (-).

John / ski (+) / run (-)

John can ski but he can't run.

1 Lucia / repair cars (+) / drive (-)

2 Matt / play the piano (+) / sing (-)

3 Paolo / windsurf (+) / swim (-)

4 Shane / ride a bike (-) / run fast (+)

5 I / play tennis (-) / play football (+)

\_\_\_\_/10

3 play, do and go + activities

Choose the correct answer.

Michaela \_\_\_\_\_ judo every Thursday.

a plays b does c goes

1 My parents always \_\_\_\_\_ chess in the evening.

a play b do c go

2 When do you usually \_\_\_\_\_ running?

a play b do c go

3 Rob occasionally \_\_\_\_\_ on Facebook.

a plays b does c goes

4 We don't \_\_\_\_\_ aerobics at the weekend now.

a play b do c go

5 Yoko often \_\_\_\_\_ tennis with her sister.

a plays b does c goes

\_\_\_\_/10

Vocabulary

4 days of the week

Write the days of the week.

Monday

1 \_\_\_\_\_

2 \_\_\_\_\_

3 \_\_\_\_\_

4 \_\_\_\_\_

5 \_\_\_\_\_

Sunday

\_\_\_\_/10

## 5 activities

Choose the correct answer.

I usually go \_\_\_\_ the Internet in the evening.

a to b on c for

1 We often go \_\_\_\_ a walk at the weekend.

a to b on c for

2 How often do you go \_\_\_\_ concerts?

a to b on c for

3 Do you want to go \_\_\_\_ the cinema on Saturday?

a to b on c for

4 My brother goes \_\_\_\_ Facebook every day!

a to b on c for

5 I want to go \_\_\_\_ the gym today.

a to b on c for

\_\_\_\_/10

## 6 numbers

Write the numbers in words.

6 six

1 660 \_\_\_\_\_

2 16 \_\_\_\_\_

3 60,000 \_\_\_\_\_

4 601 \_\_\_\_\_

5 6,000,000 \_\_\_\_\_

\_\_\_\_/10

## Pronunciation

7 can and can't

Choose the correct pronunciation of the underlined letters.

Can you play tennis?

a /æ/ b / ə/ c /ɑ:/

1 We can speak German.

a /æ/ b / ə/ c /ɑ:/

2 Jonny can't play the guitar.

a /æ/ b / ə/ c /ɑ:/

3 Lucy can't ski but Tom can.

a /æ/ b / ə/ c /ɑ:/

4 Yes, he can.

a /æ/ b / ə/ c /ɑ:/

5 I can sing but I can't dance.

a /æ/ b / ə/ c /ɑ:/

\_\_\_\_/10

## 8 word stress

Underline the stress.

forty

1 nineteen

2 sixty

3 seventeen

4 thirteen

5 seventy

\_\_\_\_/10

How to ...

9 use the phone; take and leave a message

Choose the correct answer.

Good morning. \_\_\_\_\_ John Brydon.

a Here's b I c This is

1 Sorry. Can you \_\_\_\_\_ that?

a say b repeat c tell

2 Can I \_\_\_\_\_ a message?

a put b give c take

3 \_\_\_\_\_ your number?

a What's b Where's c Who's

4 Lara here. Can you \_\_\_\_\_ me please?

a tell b call c message

5 I'd like to \_\_\_\_\_ a message for Mr Ryder.

a give b tell c leave

\_\_\_\_\_/10

Reading

10 Read the text about Pavel and choose the correct answers.

Hi, my name's Pavel and I'm from the Czech Republic. I live in Brno and I'm an engineer. I'm thirty-four years old and I'm not married. I work from Monday to Friday but I have free time too!

On Mondays and Wednesdays I go to the gym after I finish work. On Tuesdays I usually stay at home and read my sports magazines or I watch a DVD. I love films. Then on Thursdays I play football with my colleagues from work and on Fridays I meet my friends and we go to a restaurant for dinner.

Sport is very important to me and in the winter I go skiing every weekend. I can ski very well. In the summer I go cycling and when it's hot I go swimming. I enjoy other things too ... I love music but I can't play an instrument and although my friends say that I can't sing – I don't agree! I love food but I can't cook! I check my emails every day so please write to me and tell me about your hobbies.

Pavel is \_\_\_\_\_.

a Czech b Polish c German

1 He \_\_\_\_\_.

a works b doesn't work c is retired

2 He goes to the gym \_\_\_\_\_.

a every day b twice a week c once a week

3 He enjoys \_\_\_\_\_.

a books and films b magazines and films c magazines and TV

4 He \_\_\_\_\_ eats at home.

a sometimes b always c usually

5 He can \_\_\_\_\_.

a ski and sing b cycle and cook c ski and swim

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## **Тема 14. FOOD(elementary) (УК-4)**

### **Лекция.**

Не предусмотрена

### **Лабораторные работы.**

1. A world of food
2. Trash tales
3. Ready to order?
4. Progress test 4

### Grammar

1 countable and uncountable nouns: much/many/a lot of

Underline the correct answer.

How much / many pasta do you eat?

- 1 I don't eat much / many bread.
- 2 Do you usually buy much / many vegetables?
- 3 Josh drinks a lot of / much water.
- 4 I eat a lot of / many fruit every day.
- 5 Children don't usually drink many / much tea.

\_\_\_/10

2 a/an, some and any

Choose the correct answer.

I don't want \_\_\_\_\_ carrots thank you.

a some b a c any

1 Do you have \_\_\_\_\_ chicken?

a any b a c some

2 We have \_\_\_\_\_ bananas at home.

a any b some c a

3 Ahmed doesn't drink \_\_\_\_\_ water during the day.

a some b a c any

4 Do you want \_\_\_\_\_ sandwich for lunch?

a some b a c any

5 I always eat \_\_\_\_\_ apple for breakfast.

a an b some c a

\_\_\_/10

3 subject/object pronouns

Complete the sentences with the words in the box. There are some words you do not need.

he her him I it me she them they us we you

I live in Manchester with my two children. They're both students.

1 I eat a lot of pasta because I love \_\_\_\_\_.

2 My sister doesn't eat much meat but \_\_\_\_\_ eats a lot of fish.

3 I love Mark and he loves \_\_\_\_\_!

4 A table for two, please. Can you bring \_\_\_\_\_ a menu?

5 Bananas are good for you – I eat \_\_\_\_\_ every day.

\_\_\_/10

### Vocabulary

4 containers

Complete the items with the words in the box

bottle box carton jar tube

a bag of potatoes

1 a \_\_\_\_\_ of orange juice

2 a \_\_\_\_\_ of milk

3 a \_\_\_\_\_ of coffee

4 a \_\_\_\_\_ of toothpaste

5 a \_\_\_\_\_ of eggs

\_\_\_\_\_/10

5 food

Underline the odd one out.

burger fries pizza salad

1 apple potato banana melon

2 fish lamb pork beef

3 bean carrot potato pineapple

4 chocolate pasta sugar sweets

5 bread rice eggs pasta

\_\_\_\_\_/10

6 adjectives

Complete the adjectives.

Jamie eats a lot of bread so he's never hungry.

1 Eva has a very h\_\_\_\_\_ diet – she eats a lot of fresh fruit and vegetables.

2 I always feel u\_\_\_\_\_ in the winter because I don't do any sport.

3 Paul is very f\_\_\_\_\_ because he eats good food and gets a lot of exercise.

4 Neil is usually t\_\_\_\_\_ in the evening because he works ten hours every day.

5 I'm t\_\_\_\_\_. Do you have any milk or cola?

\_\_\_\_\_/10

Pronunciation

7 /æ/ and /ʌ/

Put the words in the box in the correct column.

apple bag butter can carrot hungry lamb lunch packet pasta salad some

/æ/ /ʌ/

pasta some

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_/20

How to ...

8 order food in a restaurant

Complete the questions with the words in the box.

Can I Do Do you How I'd like What What would

What would you like to drink?

1 \_\_\_\_\_ pay by credit card please?

2 \_\_\_\_\_ have any vegetarian pizzas?

3 \_\_\_\_\_ a burger and fries please.

4 \_\_\_\_\_ much is an orange juice?

5 \_\_\_\_\_ can I get you today?

\_\_\_\_\_/10

Reading

9 Read the restaurant reviews. Are the sentences about Ristorante Napoli (RN) or Jo's Diner (JD)?

What's new in town?

Ristorante Napoli



Ristorante Napoli is a large, modern restaurant in the centre of town.

They offer a large selection of dishes including a lot of vegetarian food. I recommend: the seafood starter with green salad and fresh bread. As a main dish, you can choose from pizzas or pasta. The spicy vegetarian pizza with mushrooms, peppers and cheese is very good. For meat eaters there are beef, chicken and lamb dishes with side orders of potatoes, rice or salad. The desserts are also excellent with an exotic fresh fruit salad (watermelon, pineapple, banana and orange), ice cream and sorbet (strawberry, chocolate, vanilla, lemon, orange), and traditional Italian cakes.

Open for lunch (12 p.m. – 3 p.m.) and for supper (6:30 p.m. – 11:30 p.m.). Closed on Mondays.

Cost: €35 per person for three courses, mineral water and coffee.

**Joe's Diner**

Joe's Diner is a busy, traditional fast-food restaurant for people who don't have much time.

This is the perfect restaurant for families with children. They offer two different menus: breakfast and lunch/dinner. The lunch menu is good value and offers everything that children love to eat: hamburgers and cheeseburgers with fries, or hot dogs with fries are their speciality. These come with a side order of salad and garlic bread. You can have a free bottle of cola, juice or mineral water when you order three meals. For vegetarians there is only one option – a veggie burger with fries. For dessert you can have apple pie with vanilla ice cream or cheesecake.

Open every day, twelve hours a day 8 a.m. – 8 p.m.

Cost: €6 per person

The Jackson family want breakfast in town before they go shopping. JD

1 It's Marica's birthday and she wants a special meal with her friends. \_\_\_\_

2 Luis is a vegetarian who doesn't like potatoes. \_\_\_\_

3 Max wants to go out with his friends. They don't have much money. \_\_\_\_

4 Rachel likes healthy food and always eats fresh fruit and vegetables. \_\_\_\_

5 The Browns want a quick lunch with their family. \_\_\_\_

\_\_\_\_/1

### **Задания для самостоятельной работы.**

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## **Тема 15. HOME(elementary) (УК-4)**

### **Лекция.**

Не предусмотрена

### **Лабораторные работы.**

1. Dream homes

2. To have and have not

3. World class

4. Progress test 5

### **Grammar**

1 there is/there are

Complete the sentences with the correct form of there is/there are.

Is there a park near your house?

1 \_\_\_\_\_ any chairs in the kitchen.

2 In the living room \_\_\_\_\_ a TV and a music system.

3 \_\_\_\_\_ a lot of bookshelves in your study.

4 A: Is there any air conditioning?

B: No, \_\_\_\_\_.

5 \_\_\_\_\_ any shops near your house?

\_\_\_\_\_/10

2 have got

Use the words to write positive sentences (+), negative sentences (-), or questions (?).

Peter / a big house (+)

Peter's got a big house.

1 Giulia / a DVD recorder (-)

2 You / a dishwasher (?)

3 We / a garden (-)

4 I / a very small apartment (+)

5 They / double glazing in their house (?)

\_\_\_\_\_/10

3 modifiers: (not) very, quite, really

Underline the correct words in italics.

Tokyo is a quite / really busy city. There are millions of people there.

1 The Sahara Desert in Egypt is really / not very hot during the day.

2 My apartment is not very / quite small. It's only forty-five metres squared.

3 This car isn't very / really expensive – it's old.

4 I'm always not very / really hungry because I do a lot of sport every day.

5 Mount Everest is a very / quite high mountain.

\_\_\_\_\_/10

Vocabulary

4 rooms

Write the missing letters to complete the rooms in a house.

bedroom

1 a \_ ti \_

2 ce \_ \_ ar

3 d \_ n \_ n \_ r \_ \_ m

4 s \_ o \_ er r \_ \_ m

5 \_ tu \_ y

\_\_\_\_\_/10

5 equipment

Put the letters in the correct order to make words for kitchen equipment.

effceaoeimchn coffee machine

1 okrcoe \_\_\_\_\_

2 hswhresdai \_\_\_\_\_

3 gfdrie \_\_\_\_\_

4 iacowmvre \_\_\_\_\_

5 iwsnhagmeciahn \_\_\_\_\_

\_\_\_\_\_/10

6 landscapes

Complete the landscape words.

Our house is on a lovely beach by the sea.

1 We often go swimming in a cold l \_ \_ \_ in the summer.

2 There are a lot of very old trees in the f \_ \_ \_ \_ behind our house.

3 The Amazon and the Nile are really long r \_ \_ \_ \_ \_.

4 There are hundreds of beautiful i \_ \_ \_ \_ \_ in Indonesia; for example, Java, Bali and Lombok.

5 My favourite c \_ \_ \_ is Barcelona, in Spain.

\_\_\_/10

Pronunciation

7 /æ/ and /ɒ/

Put the words in the box into the correct column.

attic cat cottage dishwasher forest hat lamp packet pocket tap top watch

/æ/ /ɒ/

cat watch

|       |       |
|-------|-------|
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |

\_\_\_/10

8 main stress

Underline the syllable with the main stress.

mountain

1 detached

2 beautiful

3 competition

4 remember

5 dishwasher

6 luxurious

7 forest

8 cupboard

9 double glazing

10 shower room

\_\_\_/10

How to ...

9 talk about where you come from

Complete the sentences with the words in the box.

apartment beautiful city from mountains wide

I'm from Italy.

1 I live in a small \_\_\_\_\_ in Rome.

2 Rome is a busy, noisy \_\_\_\_\_.

3 There is a long \_\_\_\_\_ river and a lot of hills in Rome.

4 In the north of Italy there are high \_\_\_\_\_ where I go skiing every winter.

5 I like my city because it's \_\_\_\_\_ and there are a lot of interesting places.

\_\_\_/10

Reading

10 Read the email. Are the sentences true (T) or false (F)?

Subject: home sweet home

Hi Nico

How are you? I hope everything is fine and you like your new job.

I've got so much news to tell you. I've got a new job too ... English teacher in a language school in Sofia. Do you know anything about Bulgaria? Well, Sofia is the capital and it's in the west of the country near the borders with Serbia, Macedonia and Greece. It's in a valley very near Vitosha – a beautiful mountain. You can go for fantastic walks in the forests there.

I've got a small apartment in an old building near the city centre. It's quite high up so I can see a lot of interesting things from my bedroom window. There are over one million people here and it's a busy, noisy city.

My apartment is quite small and quiet. I've got a bedroom, living room, kitchen and bathroom so it's good for one person. In the kitchen there's a cooker, dishwasher (very nice!), fridge and microwave. You know I can't cook so that's very useful! The bedroom is quite small with a bed, cupboard and some bookshelves. The living room is very big with a sofa (where you can sleep when you come to visit me), table and chairs and lots of bookshelves. There's even a TV and a music system so I'm very happy.

I really like it here. There are a lot of things to see and do and there's a great restaurant on my street. It's a traditional Bulgarian place with live music every Friday and Saturday.

My first day at school is tomorrow so wish me luck!

Write soon.

Love

Myra

Myra is Bulgarian. F

- 1 Sofia is high up in the mountains. \_\_\_\_
- 2 Myra's apartment has got four rooms. \_\_\_\_
- 3 She's happy with the furniture. \_\_\_\_
- 4 There's a bed in the living room. \_\_\_\_
- 5 There are interesting places to visit in Sofia. \_\_\_\_

/

### **Задания для самостоятельной работы.**

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## **Тема 16. CITY LIFE(elementary) (УК-4)**

### **Лекция.**

Не предусмотрена

### **Лабораторные работы.**

- 1.Changes
- 2.City breaks
- 3.New citizens
- 4.Progress test 6

Grammar

- 1 Past Simple of to be

Complete the sentences with the correct form of the verb to be in the Past Simple.

Was the library open on Saturday? Yes, it was.

- 1 Were you at school yesterday? No, I \_\_\_\_.
- 2 Our taxi to the station \_\_\_\_\_ late and we missed our train.
- 3 \_\_\_\_\_ the food in the new Italian restaurant good?
- 4 \_\_\_\_\_ your friends at the Internet café on Friday?
- 5 There \_\_\_\_\_ many department stores in the town centre fifty years ago but there were a lot of small shops.

\_\_\_\_/10

## 2 Past Simple: regular verbs

Complete the sentences with the Past Simple form of the verbs in the box.

go jog live plan study want

I lived in a big house when I was a child.

1 We \_\_\_\_\_ in the park on Sunday afternoon.

2 Ben \_\_\_\_\_ French at school. He studied German.

3 Maria \_\_\_\_\_ a birthday party for her best friend last week.

4 \_\_\_\_\_ you \_\_\_\_\_ to work by tram when you were in Prague?

5 Max \_\_\_\_\_ to go to the cinema yesterday.

\_\_\_\_\_/10

## 3 Past Simple: irregular verbs

Complete the sentences with the Past Simple form of the verbs in the box.

buy eat have meet see spend

I met Laura in the park yesterday.

1 We \_\_\_\_\_ a new apartment in the city centre a few weeks ago.

2 Dan \_\_\_\_\_ his summer holiday in Brazil.

3 I \_\_\_\_\_ some delicious food in the new Italian pizzeria yesterday.

4 I \_\_\_\_\_ the new Daniel Craig film last week. It was brilliant!

5 We all \_\_\_\_\_ a fantastic time in New York.

\_\_\_\_\_/10

## Vocabulary

4 places and shops in a town/city

Underline the odd one out.

square park chemist's bridge

1 supermarket department store bookshop power station

2 station bus station library airport

3 art gallery café restaurant bar

4 chemist's newsagent's clothes shop airport

5 school park hospital library

\_\_\_\_\_/10

5 shops

Complete the shop words.

You can buy a mobile phone at a phone shop.

1 You can buy food at a s\_\_\_\_\_.

2 You can buy newspapers and magazines at a n\_\_\_\_\_.

3 You can buy paper, pens and pencils at a s\_\_\_\_\_.

4 You can buy clothes, shoes and furniture at a d\_\_\_\_\_ store.

5 You can buy everything you want in a s\_\_\_\_\_ centre.

\_\_\_\_\_/10

## 6 time expressions

Underline the correct words in italics.

I had dinner at seven o'clock yesterday morning / evening.

1 Where were you yesterday / last night?

2 There weren't many big supermarkets here in those / these days.

3 I was born in / on 1980.

4 Matt went to work at eight o'clock last / yesterday morning.

5 I visited Tokyo a few / few weeks ago.

\_\_\_\_\_/10

## Pronunciation

## 7 Past Simple endings

Put the verbs in the box in the correct column.

decided jogged looked opened planned produced started visited worked

/t/ /d/ /ɪd/

worked opened decided

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_/10

## 8 contrastive stress

Underline the stressed words in the answers.

A: Do you like tea?

B: No, I like coffee.

1 A: Was Spain cheap?

B: No, it was expensive.

2 A: Did you visit your uncle last week?

B: No, I visited my grandfather.

3 A: Was the food good?

B: No, it was horrible.

4 A: Did you come here by bus?

B: No, we came by taxi.

5 A: Did you study English at school?

B: No, I studied German.

\_\_\_\_\_/10

How to ...

## 9 shop in a department store

Match the questions (1–5) to the answers (a–e).

Excuse me. Where can I find men's shoes?

1 Which floor is the bookshop on?

2 Have you got a store guide?

3 Can I have a copy of the store guide?

4 How much is that?

5 How much are those shoes?

Men's shoes? Over there to your right.

a It's free.

b Of course. Here you are.

c It's in the basement.

d They're €120.

e Yes, they're just here.

\_\_\_\_\_/10

## Reading

10 Read the letter and choose the correct answers.

Hi Lucy

I'm here in Prague on a weekend break with my sister. We arrived at the airport at three o'clock yesterday afternoon and we took the bus and metro into the city centre and went to our hotel. It's a lovely old building near the river. We walked around the old town for an hour and then found a cosy restaurant for supper. I love the Czech food but it's difficult for Ginny because she's a vegetarian.

Did you know I came to Prague for the first time twenty years ago? It's very different now. In those days there were only a few department stores and there weren't any shopping centres. And the restaurants were really bad and it wasn't often possible to have a meal without meat! I loved it though because it was very different from other big cities because you can walk everywhere when you're in the centre of the city. I'm pleased that some things are still the same. The buildings in the old town are still beautiful and there are lots of churches, art galleries, museums and cafés to visit. I love music and opera so we got tickets for an opera at the National Theatre for this evening.

Ginny isn't very interested in sightseeing. I don't understand her but because I know Prague, I'm happy to go shopping with her.

See you soon dear friend.

Love

Debs

Lucy is Debs' \_\_\_\_\_.

a sister b friend c collea

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## **Тема 17. PEOPLE(elementary) (УК-4)**

### **Лекция.**

Не предусмотрена

### **Лабораторные работы.**

1. Finders keepers!
2. The girl from...
3. Special days
4. Progress test 7

Grammar

1 articles: a, an and the

Complete the text with a, an or the.

I went to Berlin for (1) \_\_\_\_\_ first time last year. It is (2) \_\_\_\_\_ interesting city with so many places to visit. I spent one week with (3) \_\_\_\_\_ friend and then I spent one week alone. I want to go there again, but in (4) \_\_\_\_\_ summer this time, because it was very cold in November! And I'd like to stay in (5) \_\_\_\_\_ same hotel as the people there were very friendly. \_\_\_\_/10

2 pronoun one/ones

Replace the underlined words with one or ones.

I'd like to see those brown shoes. The shoes in the window. ones

1 I've got an English dictionary and a French dictionary. \_\_\_\_\_

2 David's got a really nice new bicycle but he loves his old bicycle. \_\_\_\_\_

3 Yesterday I bought some red peppers and some green peppers. \_\_\_\_\_

4 You've got so many interesting DVDs. Why do you always watch \_\_\_\_\_ the same DVDs?

5 Dan hasn't got a moustache but his brother's got a moustache. \_\_\_\_\_  
\_\_\_\_\_/10

3 possessive pronouns

Complete the table.

subject pronoun possessive adjective possessive pronoun

I

he

she

it

my his her its (1) \_\_\_\_\_ his (2) \_\_\_\_\_ (3) \_\_\_\_\_

we you they our your their (4) \_\_\_\_\_ (5) \_\_\_\_\_ theirs

\_\_\_\_\_/10

### Vocabulary

#### 4 describing appearance

Choose the correct answer.

Dan's an \_\_\_\_\_ man now.

a young b old c middle-aged

1 Paula's quite \_\_\_\_\_ because she spent two weeks in the sun last month.

a pale b fair c tanned

2 I think Brad Pitt is very \_\_\_\_\_.

a handsome b pretty c long

3 Does your mother \_\_\_\_\_ glasses?

a got b wear c carry

4 My hair is long and \_\_\_\_\_.

a pale b bald c fair

5 Rosie is very \_\_\_\_\_ because she does a lot of sport.

a slim b tall c short

\_\_\_\_\_/10

#### 5 describing personality

Complete the adjectives.

I don't like Carlos because he's always so horrible to me.

1 Laura is very s\_ \_ and doesn't like talking to people she doesn't know.

2 Carol is really f\_ \_ \_ \_ \_ and enjoys making new friends. Everyone likes her.

3 Martin has no problem going to new places and meeting people because he's very c\_ \_ \_ \_ \_ .

4 Your parents are really n\_ \_ \_ . I like them very much.

5 Our new neighbours are very u\_ \_ \_ \_ \_ . They never say 'hello'.

\_\_\_\_\_/10

#### 6 dates

Complete the dates. Write numbers in words.

03/01/2010 The third of January 2010

1 31/04/1999 The \_\_\_\_\_ of April 1999.

2 09/02/2008 The ninth of \_\_\_\_\_ 2008.

3 12/08/2001 The \_\_\_\_\_ of August 2001.

4 22/06/2005 The \_\_\_\_\_ of June 2005.

5 05/09/1987. The fifth of \_\_\_\_\_ 1987.

\_\_\_\_\_/10

### Pronunciation

7 /θ/

Underline the words in the box with the sound /θ/.

birthday brother mother ninth that then thick think thirst those three with

\_\_\_\_\_/10

#### 8 ordinal numbers

Underline the stressed syllable.

seventh

1 twenty-first

2 fiftieth



3 eighteenth

4 ninetieth

5 seventeenth

\_\_\_/10

How to ...

9 ask about appearance and personality

Put the words in the correct order to make questions.

hair / Does / have / Petra / long Does Petra have long hair?

1 Jana / like / What / look / does \_\_\_\_\_?

2 thin / Stephen / Is \_\_\_\_\_?

3 like / Rob / is / What \_\_\_\_\_?

4 Anya / is / tall / How \_\_\_\_\_?

5 Julia's / colour / are / eyes / What \_\_\_\_\_?

\_\_\_/10

Reading

10 Read the email. Are the statements true (T) or false (F)

Hi everyone!

This is the end of the first week of the new term and I've got lots of new classmates I want to tell you about!

There are twelve students in this class. We're Class A and we come from a lot of different countries. It's really funny because we only speak English. I can't speak Spanish or Czech or Japanese and I only know a few words in German and French. I think it's good for us.

Stefan is from Munich in Germany. I think his English is good. I like him because he's very friendly. He's slim and tall with dark hair. He wears glasses and he has a lovely smile. I'm sure all the girls think he's handsome! Then there's Michael who's also from Germany but he's quite unfriendly.

Zdenka is from the Czech Republic. She's quite shy so I don't know her very well. She's very tanned with long fair hair and she's very attractive. The boys all like her of course.

I usually sit next to Ana who's from Spain. I can't understand her English because she has a strong accent but I like her very much. She's very confident and pretty with short dark hair. She's quite short and very slim.

Akiko is from Japan, from Kyoto I think. She's a lovely person but very quiet. I think she's shy and her English isn't very good. She spends time with the other Japanese girl Keiko. I think they live in the same house too.

Our teacher, Greg, is from Australia. He's tall with a grey beard and moustache. I don't know how old he is but maybe fifty. He's very funny and friendly and he always helps us. I think he's very good.

So, that's it for now. Please write back and give me your news.

Love

Lara

### **Задания для самостоятельной работы.**

1. проработка вопросов, вынесенных на самостоятельное изучение основной и дополнительной литературы;
2. конспектирование материалов, работа со справочной литературой;
3. подготовка к опросу, тестированию.

## **Тема 18. INTRODUCTIONS (Business English) (УК-4)**

### **Лекция.**

Не предусмотрена

### **Лабораторные работы.**

1. New language Present simple and continuous
2. Vocabulary Etiquette for introductions
3. New skill Introducing yourself and others

**Задания для самостоятельной работы.**

1. проработка вопросов, вынесенных на самостоятельное изучение основной и дополнительной литературы;
2. конспектирование материалов, работа со справочной литературой;
3. подготовка к опросу.

**Тема 19. GETTING TO KNOW COLLEAGUES (Business English) (УК-4)****Лекция.**

Не предусмотрена

**Лабораторные работы.**

1. New language Past simple and past continuous
2. Vocabulary Sharing past experiences
3. New skill Talking about past experiences
4. Vocabulary Departments and roles

**Задания для самостоятельной работы.**

1. проработка вопросов, вынесенных на самостоятельное изучение основной и дополнительной литературы;
2. конспектирование материалов, работа со справочной литературой;
3. подготовка к опросу.

**Тема 20. DELEGATING TASKS (Business English) (УК-4)****Лекция.**

Не предусмотрена

**Лабораторные работы.**

1. New language Modal verbs for obligation
2. Vocabulary Delegation and politeness
3. New skill Delegating tasks to colleagues

**Задания для самостоятельной работы.**

1. проработка вопросов, вынесенных на самостоятельное изучение основной и дополнительной литературы;
2. конспектирование материалов, работа со справочной литературой;
3. подготовка к опросу.

**Тема 21. WRITING A REPORT (Business English) (УК-4)****Лекция.**

Не предусмотрена

**Лабораторные работы.**

1. New language Past perfect and past simple
2. Vocabulary Formal business English
3. New skill Writing reports
4. Vocabulary Money and finance

**Задания для самостоятельной работы.**

1. проработка вопросов, вынесенных на самостоятельное изучение основной и дополнительной литературы;
2. конспектирование материалов, работа со справочной литературой;
3. подготовка к опросу.

**Тема 22. MAKING APOLOGIES (Business English) (УК-4)****Лекция.**

Не предусмотрена

**Лабораторные работы.**

1. New language Present perfect continuous
2. Vocabulary Apologies
3. New skill Apologizing on the telephone

**Задания для самостоятельной работы.**

1. проработка вопросов, вынесенных на самостоятельное изучение основной и дополнительной литературы;
2. конспектирование материалов, работа со справочной литературой;
3. подготовка к опросу.

**Тема 23. MAKING PLANS BY EMAIL (Business English) (УК-4)**

**Лекция.**

Не предусмотрена

**Лабораторные работы.**

1. Vocabulary Communication technology
2. New language Email language
3. Vocabulary Meetings and workshops
4. New skill Making plans

**Задания для самостоятельной работы.**

1. проработка вопросов, вынесенных на самостоятельное изучение основной и дополнительной литературы;
2. конспектирование материалов, работа со справочной литературой;
3. подготовка к опросу.

**Тема 24. KEEPING CLIENTS INFORMED (Business English) (УК-4)**

**Лекция.**

Не предусмотрена

**Лабораторные работы.**

1. New language Continuous tenses
2. Vocabulary Arrangements and schedules
3. New skill Keeping clients informed

**Задания для самостоятельной работы.**

1. проработка вопросов, вынесенных на самостоятельное изучение основной и дополнительной литературы;
2. конспектирование материалов, работа со справочной литературой;
3. подготовка к опросу.

**Тема 25. INFORMAL COMMUNICATION (Business English) (УК-4)**

**Лекция.**

Не предусмотрена

**Лабораторные работы.**

1. New language Phrasal verbs
2. Vocabulary Arrangements and plans
3. New skill Keeping co-workers informed
4. Контрольное тестирование по пройденным темам

**Задания для самостоятельной работы.**

1. проработка вопросов, вынесенных на самостоятельное изучение основной и дополнительной литературы;

2. конспектирование материалов, работа со справочной литературой;
3. подготовка к опросу.

## **Тема 26. ADVICE AND SUGGESTIONS (Business English) (УК-4)**

### **Лекция.**

Не предусмотрена

### **Лабораторные работы.**

1. New language Modal verbs for advice
2. Vocabulary Workplace pressures
3. New skill Giving advice

### **Задания для самостоятельной работы.**

1. проработка вопросов, вынесенных на самостоятельное изучение основной и дополнительной литературы;
2. конспектирование материалов, работа со справочной литературой;
3. подготовка к опросу.

## **Тема 27. TALKING ABOUT ABILITIES (Business English) (УК-4)**

### **Лекция.**

Не предусмотрена

### **Лабораторные работы.**

1. Vocabulary Management, leadership, and skills
2. New language Modal verbs for abilities
3. Vocabulary Workplace skills
4. New skill Describing abilities

### **Задания для самостоятельной работы.**

1. проработка вопросов, вынесенных на самостоятельное изучение основной и дополнительной литературы;
2. конспектирование материалов, работа со справочной литературой;
3. подготовка к опросу.

## **Тема 28. COMPARING AND CONTRASTING (Business English) (УК-4)**

### **Лекция.**

Не предусмотрена

### **Лабораторные работы.**

1. New language Discourse markers
2. Vocabulary Teamwork and team building
3. New skill Expressing your ideas

### **Задания для самостоятельной работы.**

1. проработка вопросов, вынесенных на самостоятельное изучение основной и дополнительной литературы;
2. конспектирование материалов, работа со справочной литературой;
3. подготовка к опросу.

## **Тема 29. CHECKING INFORMATION (Business English) (УК-4)**

### **Лекция.**

Не предусмотрена

### **Лабораторные работы.**

1. New language Subject questions, question tags

2. Vocabulary Polite checks and echo questions

3. New skill Checking information

**Задания для самостоятельной работы.**

1. проработка вопросов, вынесенных на самостоятельное изучение основной и дополнительной литературы;

2. конспектирование материалов, работа со справочной литературой;

3. подготовка к опросу.

**Тема 30. JOB DESCRIPTIONS (Business English) (УК-4)**

**Лекция.**

Не предусмотрена

**Лабораторные работы.**

1. Vocabulary Industries and professional attributes

2. New language Articles

3. Vocabulary Job descriptions and applications

4. New skill Describing a job

**Задания для самостоятельной работы.**

1. проработка вопросов, вынесенных на самостоятельное изучение основной и дополнительной литературы;

2. конспектирование материалов, работа со справочной литературой;

3. подготовка к опросу.

**Тема 31. APPLYING FOR A JOB (Business English) (УК-4)**

**Лекция.**

Не предусмотрена

**Лабораторные работы.**

1. New language Dependent prepositions

2. Vocabulary Cover-letter vocabulary

3. New skill Writing a cover letter

**Задания для самостоятельной работы.**

1. проработка вопросов, вынесенных на самостоятельное изучение основной и дополнительной литературы;

2. конспектирование материалов, работа со справочной литературой;

3. подготовка к опросу.

**Тема 32. JOB INTERVIEWS (Business English) (УК-4)**

**Лекция.**

Не предусмотрена

**Лабораторные работы.**

1. New language Relative clauses

2. Vocabulary Job interviews

3. New skill Describing your achievements in detail

**Задания для самостоятельной работы.**

1. проработка вопросов, вынесенных на самостоятельное изучение основной и дополнительной литературы;

2. конспектирование материалов, работа со справочной литературой;

3. подготовка к опросу.

**Тема 33. STRUCTURING A PRESENTATION (Business English) (УК-4)**

**Лекция.**

Не предусмотрена

**Лабораторные работы.**

1. Vocabulary Office and presentation equipment
2. New language Signposting language
3. Vocabulary Presentation equipment
4. New skill Structuring a presentation
5. Контрольное тестирование по пройденным темам

**Задания для самостоятельной работы.**

1. проработка вопросов, вынесенных на самостоятельное изучение основной и дополнительной литературы;
2. конспектирование материалов, работа со справочной литературой;
3. подготовка к опросу.

**4. Контроль знаний обучающихся и типовые оценочные средства****4.1. Распределение баллов:****1 семестр**

- посещаемость – 5 баллов
- текущий контроль – 85 баллов
- контрольные срезы – 2 среза по 5 баллов каждый
- премиальные баллы – 10 баллов

**Распределение баллов по заданиям:**

| № те мы | Название темы / вид учебной работы | Формы текущего контроля / срезы | Мах. кол-во баллов | Методика проведения занятия и оценки   |
|---------|------------------------------------|---------------------------------|--------------------|--|
| 1.      | GLOBAL (starter)                   | Опрос                           | 2                  | 2 балла – студент предоставляет развёрнутые ответы при фронтальном опросе.<br>1 балл – студент допускает неточности в ответах (лексические, фонетические, грамматические или стилистические погрешности) при фронтальном опросе.<br>Баллы не начисляются при невыполнении домашнего задания и уклонения от ответа при фронтальной работе.  |
|         |                                    | Дискуссия                       | 7                  | 5-7 баллов – студент активно участвует в дискуссии, показывает разностороннее владение лексическим материалом по теме и глубокую осведомлённость в вопросе, предоставляет полные ответы на вопросы, составлен развернутый тематический глоссарий; или присутствуют некие погрешности лексического, фонетического, грамматического или стилистического характера.<br>3-4 балла – студент мало участвует в дискуссии, допускает неточности в ответах, составленный глоссарий соответствует требованиям, но носит краткий или незавершённый характер.<br>1-2 балл – студент не участвует в дискуссии, но предоставляет обширный тематический глоссарий; или студент активно участвует в дискуссии, но глоссария нет в наличии.<br>Баллы не начисляются, если студент отказывается принимать участие активно или пассивно в дискуссии, тематический глоссарий составлен с нарушением требований, или он отсутствует. |

|    |                  |                                |   |   |
|----|------------------|--------------------------------|---|---|
|    |                  | Тестирование                   | 9 | <p>9 баллов – студент правильно отвечает на 90-100% вопросов в тесте.</p> <p>7-8 баллов - студент правильно отвечает на 75-89% вопросов в тесте.</p> <p>5-6 баллов - студент правильно отвечает на 60-74% вопросов в тесте.</p> <p>3-4 балла – студент правильно отвечает на 40-59% вопросов в тесте.</p> <p>1-2 балла - студент правильно отвечает на 25-39% вопросов в тесте..</p> <p>Баллы не начисляются, если в тесте менее 25% правильных ответов.</p>  |
| 2. | MY LIFE(starter) | Опрос                          | 2 | <p>2 балла – студент предоставляет развёрнутые ответы при фронтальном опросе.</p> <p>1 балл – студент допускает неточности в ответах (лексические, фонетические, грамматические или стилистические погрешности) при фронтальном опросе.</p> <p>Баллы не начисляются при невыполнении домашнего задания и уклонения от ответа при фронтальной работе.</p>  |
|    |                  | Дискуссия                      | 7 | <p>5-7 баллов – студент активно участвует в дискуссии, показывает разностороннее владение лексическим материалом по теме и глубокую осведомлённость в вопросе, предоставляет полные ответы на вопросы, составлен развернутый тематический глоссарий; или присутствуют некие погрешности лексического, фонетического, грамматического или стилистического характера.</p> <p>3-4 балла – студент мало участвует в дискуссии, допускает неточности в ответах, составленный глоссарий соответствует требованиям, но носит краткий или незавершённый характер.</p> <p>1-2 балл – студент не участвует в дискуссии, но предоставляет обширный тематический глоссарий; или студент активно участвует в дискуссии, но глоссария нет в наличии.</p> <p>Баллы не начисляются, если студент отказывается принимать участие активно или пассивно в дискуссии, тематический глоссарий составлен с нарушением требований, или он отсутствует.</p> <p>1 балл – студент не участвует в дискуссии, но предоставляет обширный тематический глоссарий; или студент активно участвует в дискуссии, но глоссария нет в наличии.</p> <p>Баллы не начисляются, если студент отказывается принимать участие активно или пассивно в дискуссии, тематический глоссарий составлен с нарушением требований, или он отсутствует.</p> |
|    |                  | Тестирование(контрольный срез) | 5 | <p>5 баллов – студент правильно отвечает на 90-100% вопросов в тесте.</p> <p>4 балла - студент правильно отвечает на 67%-89% вопросов в тесте.</p> <p>3 балла - студент правильно отвечает на 58-66% вопросов в тесте.</p> <p>2 балла – студент правильно отвечает на 30-57% вопросов в тесте.</p> <p>1 балл - студент правильно отвечает на 23-29% вопроса в тесте.</p> <p>Баллы не начисляются, если в тесте менее 22% правильных ответов.</p>  |

|    |                      |              |   |   |
|----|----------------------|--------------|---|---|
| 3. | AROUND TOWN(starter) | Опрос        | 2 | <p>2 балла – студент предоставляет развёрнутые ответы при фронтальном опросе.</p> <p>1 балл – студент допускает неточности в ответах (лексические, фонетические, грамматические или стилистические погрешности) при фронтальном опросе.</p> <p>Баллы не начисляются при невыполнении домашнего задания и уклонения от ответа при фронтальной работе.</p>  |
|    |                      | Дискуссия    | 7 | <p>5-7 баллов – студент активно участвует в дискуссии, показывает разностороннее владение лексическим материалом по теме и глубокую осведомлённость в вопросе, предоставляет полные ответы на вопросы, составлен развернутый тематический глоссарий; или присутствуют некие погрешности лексического, фонетического, грамматического или стилистического характера.</p> <p>3-4 балла – студент мало участвует в дискуссии, допускает неточности в ответах, составленный глоссарий соответствует требованиям, но носит краткий или незавершённый характер.</p> <p>1-2 балл – студент не участвует в дискуссии, но предоставляет обширный тематический глоссарий; или студент активно участвует в дискуссии, но глоссария нет в наличии.</p> <p>Баллы не начисляются, если студент отказывается принимать участие активно или пассивно в дискуссии, тематический глоссарий составлен с нарушением требований, или он отсутствует.</p> |
|    |                      | Тестирование | 7 | <p>7 баллов – студент правильно отвечает на 85-100% вопросов в тесте.</p> <p>5-6 баллов - студент правильно отвечает на 65-84% вопросов в тесте.</p> <p>3-4 балла - студент правильно отвечает на 45-64% вопросов в тесте.</p> <p>1-2 балла – студент правильно отвечает на 25-44% вопросов в тесте.</p> <p>Баллы не начисляются, если в тесте менее 25% правильных ответов.</p>  |
| 4. | TRAVEL(starter)      | Опрос        | 2 | <p>2 балла – студент предоставляет развёрнутые ответы при фронтальном опросе.</p> <p>1 балл – студент допускает неточности в ответах (лексические, фонетические, грамматические или стилистические погрешности) при фронтальном опросе.</p> <p>Баллы не начисляются при невыполнении домашнего задания и уклонения от ответа при фронтальной работе.</p>  |
|    |                      | Дискуссия    | 7 | <p>5-7 баллов – студент активно участвует в дискуссии, показывает разностороннее владение лексическим материалом по теме и глубокую осведомлённость в вопросе, предоставляет полные ответы на вопросы, составлен развернутый тематический глоссарий; или присутствуют некие погрешности лексического, фонетического, грамматического или стилистического характера.</p> <p>3-4 балла – студент мало участвует в дискуссии, допускает неточности в ответах, составленный глоссарий соответствует требованиям, но носит краткий или незавершённый характер.</p> <p>1-2 балл – студент не участвует в дискуссии, но предоставляет обширный тематический глоссарий; или студент активно участвует в дискуссии, но глоссария нет в наличии.</p> <p>Баллы не начисляются, если студент отказывается принимать участие активно или пассивно в дискуссии, тематический глоссарий составлен с нарушением требований, или он отсутствует.</p> |



|    |                  |                                |   |   |
|----|------------------|--------------------------------|---|---|
|    |                  | Тестирование                   | 7 | <p>7 баллов – студент правильно отвечает на 85-100% вопросов в тесте.</p> <p>5-6 баллов - студент правильно отвечает на 65-84% вопросов в тесте.</p> <p>3-4 балла - студент правильно отвечает на 45-64% вопросов в тесте.</p> <p>1-2 балла – студент правильно отвечает на 25-44% вопросов в тесте.</p> <p>Баллы не начисляются, если в тесте менее 25% правильных ответов.</p>  |
| 5. | PEOPLE (starter) | Опрос                          | 2 | <p>2 балла – студент предоставляет развёрнутые ответы при фронтальном опросе.</p> <p>1 балл – студент допускает неточности в ответах (лексические, фонетические, грамматические или стилистические погрешности) при фронтальном опросе.</p> <p>Баллы не начисляются при невыполнении домашнего задания и уклонения от ответа при фронтальной работе.</p>  |
|    |                  | Дискуссия                      | 7 | <p>5-7 баллов – студент активно участвует в дискуссии, показывает разностороннее владение лексическим материалом по теме и глубокую осведомлённость в вопросе, предоставляет полные ответы на вопросы, составлен развернутый тематический глоссарий; или присутствуют некие погрешности лексического, фонетического, грамматического или стилистического характера.</p> <p>3-4 балла – студент мало участвует в дискуссии, допускает неточности в ответах, составленный глоссарий соответствует требованиям, но носит краткий или незавершённый характер.</p> <p>1-2 балл – студент не участвует в дискуссии, но предоставляет обширный тематический глоссарий; или студент активно участвует в дискуссии, но глоссария нет в наличии.</p> <p>Баллы не начисляются, если студент отказывается принимать участие активно или пассивно в дискуссии, тематический глоссарий составлен с нарушением требований, или он отсутствует.</p> |
|    |                  | Тестирование(контрольный срез) | 5 | <p>5 баллов – студент правильно отвечает на 90-100% вопросов в тесте.</p> <p>4 балла - студент правильно отвечает на 67%-89% вопросов в тесте.</p> <p>3 балла - студент правильно отвечает на 58-66% вопросов в тесте.</p> <p>2 балла – студент правильно отвечает на 30-57% вопросов в тесте.</p> <p>1 балл - студент правильно отвечает на 23-29% вопроса в тесте.</p> <p>Баллы не начисляются, если в тесте менее 22% правильных ответов.</p>  |
| 6. | AT HOME(starter) | Опрос                          | 2 | <p>2 балла – студент предоставляет развёрнутые ответы при фронтальном опросе.</p> <p>1 балл – студент допускает неточности в ответах (лексические, фонетические, грамматические или стилистические погрешности) при фронтальном опросе.</p> <p>Баллы не начисляются при невыполнении домашнего задания и уклонения от ответа при фронтальной работе.</p>  |

|    |                   |              |     |   |
|----|-------------------|--------------|-----|---|
|    |                   | Дискуссия    | 7   | <p>5-7 баллов – студент активно участвует в дискуссии, показывает разностороннее владение лексическим материалом по теме и глубокую осведомлённость в вопросе, предоставляет полные ответы на вопросы, составлен развернутый тематический глоссарий; или присутствуют некие погрешности лексического, фонетического, грамматического или стилистического характера.</p> <p>3-4 балла – студент мало участвует в дискуссии, допускает неточности в ответах, составленный глоссарий соответствует требованиям, но носит краткий или незавершённый характер.</p> <p>1-2 балл – студент не участвует в дискуссии, но предоставляет обширный тематический глоссарий; или студент активно участвует в дискуссии, но глоссария нет в наличии.</p> <p>Баллы не начисляются, если студент отказывается принимать участие активно или пассивно в дискуссии, тематический глоссарий составлен с нарушением требований, или он отсутствует.</p> |
|    |                   | Тестирование | 8   | <p>7-8 баллов – студент правильно отвечает на 85-100% вопросов в тесте.</p> <p>5-6 баллов - студент правильно отвечает на 65-84% вопросов в тесте.</p> <p>3-4 балла - студент правильно отвечает на 45-64% вопросов в тесте.</p> <p>1-2 балла – студент правильно отвечает на 25-44% вопросов в тесте.</p> <p>Баллы не начисляются, если в тесте менее 25% правильных ответов.</p>  |
| 7. | Посещаемость      |              | 5   | <p>5 баллов – студент посетил 100% занятий.</p> <p>4 балла – студент посетил не менее 80% занятий.</p> <p>3 балла – студент посетил не менее 50% занятий.</p> <p>1-2 балла – студент посетил не менее 25% занятий.</p> <p>Если студент посетил менее 25% занятий, баллы не начисляются.</p>   |
| 8. | Премиальные баллы |              | 10  | Премиальные баллы начисляются за прохождение онлайн-курса и оцениваются в 10 баллов.  |
| 9. | Итого за семестр  |              | 100 |   |

### 2 семестр

- посещаемость – 5 баллов
- текущий контроль – 85 баллов
- контрольные срезы – 2 среза по 5 баллов каждый
- премиальные баллы – 10 баллов

### Распределение баллов по заданиям:

| № темы | Название темы / вид учебной работы | Формы текущего контроля / срезы | Макс. кол-во баллов | Методика проведения занятия и оценки   |
|--------|------------------------------------|---------------------------------|---------------------|--|
| 1.     | LEISURE(starte r)                  | Опрос                           | 2                   | <p>2 балла – студент предоставляет развёрнутые ответы при фронтальном опросе.</p> <p>1 балл – студент допускает неточности в ответах (лексические, фонетические, грамматические или стилистические погрешности) при фронтальном опросе.</p> <p>Баллы не начисляются при невыполнении домашнего задания и уклонения от ответа при фронтальной работе.</p> |

|    |                   |              |    |   |
|----|-------------------|--------------|----|---|
|    |                   | Дискуссия    | 7  | <p>5-7 баллов – студент активно участвует в дискуссии, показывает разностороннее владение лексическим материалом по теме и глубокую осведомлённость в вопросе, предоставляет полные ответы на вопросы, составлен развернутый тематический глоссарий; или присутствуют некие погрешности лексического, фонетического, грамматического или стилистического характера.</p> <p>3-4 балла – студент мало участвует в дискуссии, допускает неточности в ответах, составленный глоссарий соответствует требованиям, но носит краткий или незавершённый характер.</p> <p>1-2 балл – студент не участвует в дискуссии, но предоставляет обширный тематический глоссарий; или студент активно участвует в дискуссии, но глоссария нет в наличии.</p> <p>Баллы не начисляются, если студент отказывается принимать участие активно или пассивно в дискуссии, тематический глоссарий составлен с нарушением требований, или он отсутствует.</p> |
|    |                   | Тестирование | 10 | <p>9-10 баллов – студент правильно отвечает на 90-100% вопросов в тесте.</p> <p>7-8 баллов - студент правильно отвечает на 75-89% вопросов в тесте.</p> <p>5-6 баллов - студент правильно отвечает на 60-74% вопросов в тесте.</p> <p>3-4 балла – студент правильно отвечает на 40-59% вопросов в тесте.</p> <p>1-2 балла - студент правильно отвечает на 25-39% вопросов в тесте..</p> <p>Баллы не начисляются, если в тесте менее 25% правильных ответов.</p>   |
| 2. | THE PAST(starter) | Дискуссия    | 7  | <p>5-7 баллов – студент активно участвует в дискуссии, показывает разностороннее владение лексическим материалом по теме и глубокую осведомлённость в вопросе, предоставляет полные ответы на вопросы, составлен развернутый тематический глоссарий; или присутствуют некие погрешности лексического, фонетического, грамматического или стилистического характера.</p> <p>3-4 балла – студент мало участвует в дискуссии, допускает неточности в ответах, составленный глоссарий соответствует требованиям, но носит краткий или незавершённый характер.</p> <p>1-2 балл – студент не участвует в дискуссии, но предоставляет обширный тематический глоссарий; или студент активно участвует в дискуссии, но глоссария нет в наличии.</p> <p>Баллы не начисляются, если студент отказывается принимать участие активно или пассивно в дискуссии, тематический глоссарий составлен с нарушением требований, или он отсутствует.</p> |
|    |                   | Тестирование | 7  | <p>7 баллов – студент правильно отвечает на 85-100% вопросов в тесте.</p> <p>5-6 баллов - студент правильно отвечает на 65-84% вопросов в тесте.</p> <p>3-4 балла - студент правильно отвечает на 45-64% вопросов в тесте.</p> <p>1-2 балла – студент правильно отвечает на 25-44% вопросов в тесте.</p> <p>Баллы не начисляются, если в тесте менее 25% правильных ответов.</p>  |

|    |                  |              |   |   |
|----|------------------|--------------|---|---|
|    |                  | Опрос        | 2 | <p>2 балла – студент предоставляет развёрнутые ответы при фронтальном опросе.</p> <p>1 балл – студент допускает неточности в ответах (лексические, фонетические, грамматические или стилистические погрешности) при фронтальном опросе.</p> <p>Баллы не начисляются при невыполнении домашнего задания и уклонения от ответа при фронтальной работе.</p>  |
| 3. | MONEY(starter)   | Тестирование | 7 | <p>7 баллов – студент правильно отвечает на 85-100% вопросов в тесте.</p> <p>5-6 баллов - студент правильно отвечает на 65-84% вопросов в тесте.</p> <p>3-4 балла - студент правильно отвечает на 45-64% вопросов в тесте.</p> <p>1-2 балла – студент правильно отвечает на 25-44% вопросов в тесте.</p> <p>Баллы не начисляются, если в тесте менее 25% правильных ответов.</p>  |
|    |                  | Опрос        | 2 | <p>2 балла – студент предоставляет развёрнутые ответы при фронтальном опросе.</p> <p>1 балл – студент допускает неточности в ответах (лексические, фонетические, грамматические или стилистические погрешности) при фронтальном опросе.</p> <p>Баллы не начисляются при невыполнении домашнего задания и уклонения от ответа при фронтальной работе.</p>  |
|    |                  | Дискуссия    | 7 | <p>5-7 баллов – студент активно участвует в дискуссии, показывает разностороннее владение лексическим материалом по теме и глубокую осведомлённость в вопросе, предоставляет полные ответы на вопросы, составлен развернутый тематический глоссарий; или присутствуют некие погрешности лексического, фонетического, грамматического или стилистического характера.</p> <p>3-4 балла – студент мало участвует в дискуссии, допускает неточности в ответах, составленный глоссарий соответствует требованиям, но носит краткий или незавершённый характер.</p> <p>1-2 балл – студент не участвует в дискуссии, но предоставляет обширный тематический глоссарий; или студент активно участвует в дискуссии, но глоссария нет в наличии.</p> <p>Баллы не начисляются, если студент отказывается принимать участие активно или пассивно в дискуссии, тематический глоссарий составлен с нарушением требований, или он отсутствует.</p> |
| 4. | CHANGES(starter) | Опрос        | 2 | <p>2 балла – студент предоставляет развёрнутые ответы при фронтальном опросе.</p> <p>1 балл – студент допускает неточности в ответах (лексические, фонетические, грамматические или стилистические погрешности) при фронтальном опросе.</p> <p>Баллы не начисляются при невыполнении домашнего задания и уклонения от ответа при фронтальной работе.</p>  |

|    |                       |                                |   |   |
|----|-----------------------|--------------------------------|---|---|
|    |                       | Дискуссия                      | 7 | <p>5-7 баллов – студент активно участвует в дискуссии, показывает разностороннее владение лексическим материалом по теме и глубокую осведомлённость в вопросе, предоставляет полные ответы на вопросы, составлен развернутый тематический глоссарий; или присутствуют некие погрешности лексического, фонетического, грамматического или стилистического характера.</p> <p>3-4 балла – студент мало участвует в дискуссии, допускает неточности в ответах, составленный глоссарий соответствует требованиям, но носит краткий или незавершённый характер.</p> <p>1-2 балл – студент не участвует в дискуссии, но предоставляет обширный тематический глоссарий; или студент активно участвует в дискуссии, но глоссария нет в наличии.</p> <p>Баллы не начисляются, если студент отказывается принимать участие активно или пассивно в дискуссии, тематический глоссарий составлен с нарушением требований, или он отсутствует.</p> |
|    |                       | Тестирование(контрольный срез) | 5 | <p>5 баллов – студент правильно отвечает на 90-100% вопросов в тесте.</p> <p>4 балла - студент правильно отвечает на 67%-89% вопросов в тесте.</p> <p>3 балла - студент правильно отвечает на 58-66% вопросов в тесте.</p> <p>2 балла – студент правильно отвечает на 30-57% вопросов в тесте.</p> <p>1 балл - студент правильно отвечает на 23-29% вопроса в тесте.</p> <p>Баллы не начисляются, если в тесте менее 22% правильных ответов.</p>  |
| 5. | YOUR LIFE(elementary) | Дискуссия                      | 7 | <p>5-7 баллов – студент активно участвует в дискуссии, показывает разностороннее владение лексическим материалом по теме и глубокую осведомлённость в вопросе, предоставляет полные ответы на вопросы, составлен развернутый тематический глоссарий; или присутствуют некие погрешности лексического, фонетического, грамматического или стилистического характера.</p> <p>3-4 балла – студент мало участвует в дискуссии, допускает неточности в ответах, составленный глоссарий соответствует требованиям, но носит краткий или незавершённый характер.</p> <p>1-2 балл – студент не участвует в дискуссии, но предоставляет обширный тематический глоссарий; или студент активно участвует в дискуссии, но глоссария нет в наличии.</p> <p>Баллы не начисляются, если студент отказывается принимать участие активно или пассивно в дискуссии, тематический глоссарий составлен с нарушением требований, или он отсутствует.</p> |
|    |                       | Опрос                          | 2 | <p>2 балла – студент предоставляет развёрнутые ответы при фронтальном опросе.</p> <p>1 балл – студент допускает неточности в ответах (лексические, фонетические, грамматические или стилистические погрешности) при фронтальном опросе.</p> <p>Баллы не начисляются при невыполнении домашнего задания и уклонения от ответа при фронтальной работе.</p>  |
|    |                       | Тестирование                   | 7 | <p>7 баллов – студент правильно отвечает на 85-100% вопросов в тесте.</p> <p>5-6 баллов - студент правильно отвечает на 65-84% вопросов в тесте.</p> <p>3-4 балла - студент правильно отвечает на 45-64% вопросов в тесте.</p> <p>1-2 балла – студент правильно отвечает на 25-44% вопросов в тесте.</p> <p>Баллы не начисляются, если в тесте менее 25% правильных ответов.</p>  |

|    |                   |                                |     |  |
|----|-------------------|--------------------------------|-----|--|
| 6. | ROUTINES          | Тестирование(контрольный срез) | 5   | 5 баллов – студент правильно отвечает на 90-100% вопросов в тесте.<br>4 балла - студент правильно отвечает на 67%-89% вопросов в тесте.<br>3 балла - студент правильно отвечает на 58-66% вопросов в тесте.<br>2 балла – студент правильно отвечает на 30-57% вопросов в тесте.<br>1 балл - студент правильно отвечает на 23-29% вопроса в тесте.<br>Баллы не начисляются, если в тесте менее 22% правильных ответов.  |
|    |                   | Опрос                          | 2   | 2 балла – студент предоставляет развёрнутые ответы при фронтальном опросе.<br>1 балл – студент допускает неточности в ответах (лексические, фонетические, грамматические или стилистические погрешности) при фронтальном опросе.<br>Баллы не начисляются при невыполнении домашнего задания и уклонения от ответа при фронтальной работе.  |
|    |                   | Дискуссия                      | 7   | 5-7 баллов – студент активно участвует в дискуссии, показывает разностороннее владение лексическим материалом по теме и глубокую осведомлённость в вопросе, предоставляет полные ответы на вопросы, составлен развернутый тематический глоссарий; или присутствуют некие погрешности лексического, фонетического, грамматического или стилистического характера.<br>3-4 балла – студент мало участвует в дискуссии, допускает неточности в ответах, составленный глоссарий соответствует требованиям, но носит краткий или незавершённый характер.<br>1-2 балл – студент не участвует в дискуссии, но предоставляет обширный тематический глоссарий; или студент активно участвует в дискуссии, но глоссария нет в наличии.<br>Баллы не начисляются, если студент отказывается принимать участие активно или пассивно в дискуссии, тематический глоссарий составлен с нарушением требований, или он отсутствует. |
| 7. | Посещаемость      |                                | 5   | 5 баллов – студент посетил 100% занятий.<br>4 балла – студент посетил не менее 80% занятий.<br>3 балла – студент посетил не менее 50% занятий.<br>1-2 балла – студент посетил не менее 25% занятий.<br>Если студент посетил менее 25% занятий, баллы не начисляются.   |
| 8. | Премияльные баллы |                                | 10  | Премияльные баллы начисляются за прохождение онлайн-курса и оцениваются в 10 баллов.   |
| 9. | Итого за семестр  |                                | 100 |  |

### 3 семестр

- посещаемость – 5 баллов
- текущий контроль – 85 баллов
- контрольные срезы – 2 среза по 5 баллов каждый
- премияльные баллы – 10 баллов

### Распределение баллов по заданиям:

| № темы | Название темы / вид учебной работы | Формы текущего контроля / срезы | Мах. кол-во баллов | Методика проведения занятия и оценки |
|--------|------------------------------------|---------------------------------|--------------------|--------------------------------------|
|--------|------------------------------------|---------------------------------|--------------------|--------------------------------------|

|    |                        |              |    |   |
|----|------------------------|--------------|----|---|
| 1. | ACTIVITIES(elementary) | Опрос        | 2  | <p>2 балла – студент предоставляет развёрнутые ответы при фронтальном опросе.</p> <p>1 балл – студент допускает неточности в ответах (лексические, фонетические, грамматические или стилистические погрешности) при фронтальном опросе.</p> <p>Баллы не начисляются при невыполнении домашнего задания и уклонения от ответа при фронтальной работе.</p>  |
|    |                        | Дискуссия    | 8  | <p>6-8 баллов – студент активно участвует в дискуссии, показывает разностороннее владение лексическим материалом по теме и глубокую осведомлённость в вопросе, предоставляет полные ответы на вопросы, составлен развернутый тематический глоссарий; или присутствуют некие погрешности лексического, фонетического, грамматического или стилистического характера.</p> <p>3-5 балла – студент мало участвует в дискуссии, допускает неточности в ответах, составленный глоссарий соответствует требованиям, но носит краткий или незавершённый характер.</p> <p>1-2 балл – студент не участвует в дискуссии, но предоставляет обширный тематический глоссарий; или студент активно участвует в дискуссии, но глоссария нет в наличии.</p> <p>Баллы не начисляются, если студент отказывается принимать участие активно или пассивно в дискуссии, тематический глоссарий составлен с нарушением требований, или он отсутствует.</p> |
|    |                        | Тестирование | 11 | <p>10-11 баллов – студент правильно отвечает на 90-100% вопросов в тесте.</p> <p>7-9 баллов - студент правильно отвечает на 75-89% вопросов в тесте.</p> <p>5-6 баллов - студент правильно отвечает на 60-74% вопросов в тесте.</p> <p>3-4 балла – студент правильно отвечает на 40-59% вопросов в тесте.</p> <p>1-2 балла - студент правильно отвечает на 25-39% вопросов в тесте.</p> <p>Баллы не начисляются, если в тесте менее 25% правильных ответов.</p>   |
| 2. | FOOD(elementary)       | Опрос        | 2  | <p>2 балла – студент предоставляет развёрнутые ответы при фронтальном опросе.</p> <p>1 балл – студент допускает неточности в ответах (лексические, фонетические, грамматические или стилистические погрешности) при фронтальном опросе.</p> <p>Баллы не начисляются при невыполнении домашнего задания и уклонения от ответа при фронтальной работе.</p>  |
|    |                        | Дискуссия    | 8  | <p>6-8 баллов – студент активно участвует в дискуссии, показывает разностороннее владение лексическим материалом по теме и глубокую осведомлённость в вопросе, предоставляет полные ответы на вопросы, составлен развернутый тематический глоссарий; или присутствуют некие погрешности лексического, фонетического, грамматического или стилистического характера.</p> <p>3-5 балла – студент мало участвует в дискуссии, допускает неточности в ответах, составленный глоссарий соответствует требованиям, но носит краткий или незавершённый характер.</p> <p>1-2 балл – студент не участвует в дискуссии, но предоставляет обширный тематический глоссарий; или студент активно участвует в дискуссии, но глоссария нет в наличии.</p> <p>Баллы не начисляются, если студент отказывается принимать участие активно или пассивно в дискуссии, тематический глоссарий составлен с нарушением требований, или он отсутствует.</p> |

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|----|-----------------------|--------------|----|---|
|    |                       | Тестирование | 12 | <p>11-12 баллов – студент правильно отвечает на 90-100% вопросов в тесте.</p> <p>7-10 баллов - студент правильно отвечает на 75-89% вопросов в тесте.</p> <p>5-6 баллов - студент правильно отвечает на 60-74% вопросов в тесте.</p> <p>3-4 балла – студент правильно отвечает на 40-59% вопросов в тесте.</p> <p>1-2 балла - студент правильно отвечает на 25-39% вопросов в тесте..</p> <p>Баллы не начисляются, если в тесте менее 25% правильных ответов.</p>   |
| 3. | HOME(elementary)      | Опрос        | 2  | <p>2 балла – студент предоставляет развёрнутые ответы при фронтальном опросе.</p> <p>1 балл – студент допускает неточности в ответах (лексические, фонетические, грамматические или стилистические погрешности) при фронтальном опросе.</p> <p>Баллы не начисляются при невыполнении домашнего задания и уклонения от ответа при фронтальной работе.</p>  |
|    |                       | Дискуссия    | 8  | <p>6-8 баллов – студент активно участвует в дискуссии, показывает разностороннее владение лексическим материалом по теме и глубокую осведомлённость в вопросе, предоставляет полные ответы на вопросы, составлен развернутый тематический глоссарий; или присутствуют некие погрешности лексического, фонетического, грамматического или стилистического характера.</p> <p>3-5 балла – студент мало участвует в дискуссии, допускает неточности в ответах, составленный глоссарий соответствует требованиям, но носит краткий или незавершённый характер.</p> <p>1-2 балл – студент не участвует в дискуссии, но предоставляет обширный тематический глоссарий; или студент активно участвует в дискуссии, но глоссария нет в наличии.</p> <p>Баллы не начисляются, если студент отказывается принимать участие активно или пассивно в дискуссии, тематический глоссарий составлен с нарушением требований, или он отсутствует.</p> |
|    |                       | Тестирование | 12 | <p>11-12 баллов – студент правильно отвечает на 90-100% вопросов в тесте.</p> <p>7-10 баллов - студент правильно отвечает на 75-89% вопросов в тесте.</p> <p>5-6 баллов - студент правильно отвечает на 60-74% вопросов в тесте.</p> <p>3-4 балла – студент правильно отвечает на 40-59% вопросов в тесте.</p> <p>1-2 балла - студент правильно отвечает на 25-39% вопросов в тесте..</p> <p>Баллы не начисляются, если в тесте менее 25% правильных ответов.</p>   |
| 4. | CITY LIFE(elementary) | Опрос        | 2  | <p>2 балла – студент предоставляет развёрнутые ответы при фронтальном опросе.</p> <p>1 балл – студент допускает неточности в ответах (лексические, фонетические, грамматические или стилистические погрешности) при фронтальном опросе.</p> <p>Баллы не начисляются при невыполнении домашнего задания и уклонения от ответа при фронтальной работе.</p>  |



|    |                    |                                |   |   |
|----|--------------------|--------------------------------|---|---|
|    |                    | Дискуссия                      | 8 | <p>6-8 баллов – студент активно участвует в дискуссии, показывает разностороннее владение лексическим материалом по теме и глубокую осведомлённость в вопросе, предоставляет полные ответы на вопросы, составлен развернутый тематический глоссарий; или присутствуют некие погрешности лексического, фонетического, грамматического или стилистического характера.</p> <p>3-5 балла – студент мало участвует в дискуссии, допускает неточности в ответах, составленный глоссарий соответствует требованиям, но носит краткий или незавершённый характер.</p> <p>1-2 балл – студент не участвует в дискуссии, но предоставляет обширный тематический глоссарий; или студент активно участвует в дискуссии, но глоссария нет в наличии.</p> <p>Баллы не начисляются, если студент отказывается принимать участие активно или пассивно в дискуссии, тематический глоссарий составлен с нарушением требований, или он отсутствует.</p> |
|    |                    | Тестирование(контрольный срез) | 5 | <p>5 баллов – студент правильно отвечает на 90-100% вопросов в тесте.</p> <p>4 балла - студент правильно отвечает на 67%-89% вопросов в тесте.</p> <p>3 балла - студент правильно отвечает на 58-66% вопросов в тесте.</p> <p>2 балла – студент правильно отвечает на 30-57% вопросов в тесте.</p> <p>1 балл - студент правильно отвечает на 23-29% вопроса в тесте.</p> <p>Баллы не начисляются, если в тесте менее 22% правильных ответов.</p>  |
|    |                    | Опрос                          | 2 | <p>2 балла – студент предоставляет развёрнутые ответы при фронтальном опросе.</p> <p>1 балл – студент допускает неточности в ответах (лексические, фонетические, грамматические или стилистические погрешности) при фронтальном опросе.</p> <p>Баллы не начисляются при невыполнении домашнего задания и уклонения от ответа при фронтальной работе.</p>  |
| 5. | PEOPLE(elementary) | Дискуссия                      | 8 | <p>6-8 баллов – студент активно участвует в дискуссии, показывает разностороннее владение лексическим материалом по теме и глубокую осведомлённость в вопросе, предоставляет полные ответы на вопросы, составлен развернутый тематический глоссарий; или присутствуют некие погрешности лексического, фонетического, грамматического или стилистического характера.</p> <p>3-5 балла – студент мало участвует в дискуссии, допускает неточности в ответах, составленный глоссарий соответствует требованиям, но носит краткий или незавершённый характер.</p> <p>1-2 балл – студент не участвует в дискуссии, но предоставляет обширный тематический глоссарий; или студент активно участвует в дискуссии, но глоссария нет в наличии.</p> <p>Баллы не начисляются, если студент отказывается принимать участие активно или пассивно в дискуссии, тематический глоссарий составлен с нарушением требований, или он отсутствует.</p> |
|    |                    | Тестирование(контрольный срез) | 5 | <p>5 баллов – студент правильно отвечает на 90-100% вопросов в тесте.</p> <p>4 балла - студент правильно отвечает на 67%-89% вопросов в тесте.</p> <p>3 балла - студент правильно отвечает на 58-66% вопросов в тесте.</p> <p>2 балла – студент правильно отвечает на 30-57% вопросов в тесте.</p> <p>1 балл - студент правильно отвечает на 23-29% вопроса в тесте.</p> <p>Баллы не начисляются, если в тесте менее 22% правильных ответов.</p>  |
|    |                    | Опрос                          | 2 | <p>2 балла – студент предоставляет развёрнутые ответы при фронтальном опросе.</p> <p>1 балл – студент допускает неточности в ответах (лексические, фонетические, грамматические или стилистические погрешности) при фронтальном опросе.</p> <p>Баллы не начисляются при невыполнении домашнего задания и уклонения от ответа при фронтальной работе.</p>  |

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| 6. | Посещаемость      | 5   | 5 баллов – студент посетил 100% занятий.<br>4 балла – студент посетил не менее 80% занятий.<br>3 балла – студент посетил не менее 50% занятий.<br>1-2 балла – студент посетил не менее 25% занятий.<br>Если студент посетил менее 25% занятий, баллы не начисляются. |
| 7. | Премияльные баллы | 10  | Премияльные баллы начисляются за прохождение онлайн-курса и оцениваются в 10 баллов.   |
| 8. | Итого за семестр  | 100 |  |

#### 4 семестр

- посещаемость – 5 баллов
- текущий контроль – 55 баллов
- контрольные срезы – 2 среза по 5 баллов каждый
- премияльные баллы – 10 баллов
- ответ на экзамене: не более 30 баллов

#### Распределение баллов по заданиям:

| № те мы | Название темы / вид учебной работы            | Формы текущего контроля / срезы | Мах. кол-во баллов | Методика проведения занятия и оценки   |
|---------|---|---------------------------------|--------------------|--|
| 1.      | INTRODUCTIONS (Business English)              | Опрос                           | 4                  | 3-4 балла – студент предоставляет развёрнутые ответы при фронтальном опросе.<br>1-2 балла – студент допускает неточности в ответах (лексические, фонетические, грамматические или стилистические погрешности) при фронтальном опросе.<br>Баллы не начисляются при невыполнении домашнего задания и уклонения от ответа при фронтальной работе. |
| 2.      | GETTING TO KNOW COLLEAGUES (Business English) | Опрос                           | 4                  | 3-4 балла – студент предоставляет развёрнутые ответы при фронтальном опросе.<br>1-2 балла – студент допускает неточности в ответах (лексические, фонетические, грамматические или стилистические погрешности) при фронтальном опросе.<br>Баллы не начисляются при невыполнении домашнего задания и уклонения от ответа при фронтальной работе. |
| 3.      | DELEGATING TASKS (Business English)           | Опрос                           | 4                  | 3-4 балла – студент предоставляет развёрнутые ответы при фронтальном опросе.<br>1-2 балла – студент допускает неточности в ответах (лексические, фонетические, грамматические или стилистические погрешности) при фронтальном опросе.<br>Баллы не начисляются при невыполнении домашнего задания и уклонения от ответа при фронтальной работе. |
| 4.      | WRITING A REPORT (Business English)           | Опрос                           | 4                  | 3-4 балла – студент предоставляет развёрнутые ответы при фронтальном опросе.<br>1-2 балла – студент допускает неточности в ответах (лексические, фонетические, грамматические или стилистические погрешности) при фронтальном опросе.<br>Баллы не начисляются при невыполнении домашнего задания и уклонения от ответа при фронтальной работе. |
| 5.      | MAKING APOLOGIES (Business English)           | Опрос                           | 4                  | 3-4 балла – студент предоставляет развёрнутые ответы при фронтальном опросе.<br>1-2 балла – студент допускает неточности в ответах (лексические, фонетические, грамматические или стилистические погрешности) при фронтальном опросе.<br>Баллы не начисляются при невыполнении домашнего задания и уклонения от ответа при фронтальной работе. |

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| 6.  | MAKING PLANS BY EMAIL (Business English)     | Опрос                          | 4 | 3-4 балла – студент предоставляет развёрнутые ответы при фронтальном опросе.<br>1-2 балла – студент допускает неточности в ответах (лексические, фонетические, грамматические или стилистические погрешности) при фронтальном опросе.<br>Баллы не начисляются при невыполнении домашнего задания и уклонения от ответа при фронтальной работе.  |
| 7.  | KEEPING CLIENTS INFORMED (Business English)  | Опрос                          | 4 | 3-4 балла – студент предоставляет развёрнутые ответы при фронтальном опросе.<br>1-2 балла – студент допускает неточности в ответах (лексические, фонетические, грамматические или стилистические погрешности) при фронтальном опросе.<br>Баллы не начисляются при невыполнении домашнего задания и уклонения от ответа при фронтальной работе.  |
| 8.  | INFORMAL COMMUNICATION (Business English)    | Опрос                          | 3 | 3 балла – студент предоставляет развёрнутые ответы при фронтальном опросе.<br>1-2 балла – студент допускает неточности в ответах (лексические, фонетические, грамматические или стилистические погрешности) при фронтальном опросе.<br>Баллы не начисляются при невыполнении домашнего задания и уклонения от ответа при фронтальной работе.  |
|     |  | Тестирование(контрольный срез) | 5 | 5 баллов – студент правильно отвечает на 90-100% вопросов в тесте.<br>4 балла - студент правильно отвечает на 67%-89% вопросов в тесте.<br>3 балла - студент правильно отвечает на 58-66% вопросов в тесте.<br>2 балла – студент правильно отвечает на 30-57% вопросов в тесте.<br>1 балл - студент правильно отвечает на 23-29% вопроса в тесте.<br>Баллы не начисляются, если в тесте менее 22% правильных ответов. |
| 9.  | ADVICE AND SUGGESTIONS (Business English)    | Опрос                          | 3 | 3 балла – студент предоставляет развёрнутые ответы при фронтальном опросе.<br>1-2 балла – студент допускает неточности в ответах (лексические, фонетические, грамматические или стилистические погрешности) при фронтальном опросе.<br>Баллы не начисляются при невыполнении домашнего задания и уклонения от ответа при фронтальной работе.  |
| 10. | TALKING ABOUT ABILITIES (Business English)   | Опрос                          | 3 | 3 балла – студент предоставляет развёрнутые ответы при фронтальном опросе.<br>1-2 балла – студент допускает неточности в ответах (лексические, фонетические, грамматические или стилистические погрешности) при фронтальном опросе.<br>Баллы не начисляются при невыполнении домашнего задания и уклонения от ответа при фронтальной работе.  |
| 11. | COMPARING AND CONTRASTING (Business English) | Опрос                          | 3 | 3 балла – студент предоставляет развёрнутые ответы при фронтальном опросе.<br>1-2 балла – студент допускает неточности в ответах (лексические, фонетические, грамматические или стилистические погрешности) при фронтальном опросе.<br>Баллы не начисляются при невыполнении домашнего задания и уклонения от ответа при фронтальной работе.  |
| 12. | CHECKING INFORMATION (Business English)      | Опрос                          | 3 | 3 балла – студент предоставляет развёрнутые ответы при фронтальном опросе.<br>1-2 балла – студент допускает неточности в ответах (лексические, фонетические, грамматические или стилистические погрешности) при фронтальном опросе.<br>Баллы не начисляются при невыполнении домашнего задания и уклонения от ответа при фронтальной работе.  |

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| 13. | JOB DESCRIPTIONS (Business English)           | Опрос                          | 3   | 3 балла – студент предоставляет развёрнутые ответы при фронтальном опросе.<br>1-2 балла – студент допускает неточности в ответах (лексические, фонетические, грамматические или стилистические погрешности) при фронтальном опросе.<br>Баллы не начисляются при невыполнении домашнего задания и уклонения от ответа при фронтальной работе.  |
| 14. | APPLYING FOR A JOB (Business English)         | Опрос                          | 3   | 3 балла – студент предоставляет развёрнутые ответы при фронтальном опросе.<br>1-2 балла – студент допускает неточности в ответах (лексические, фонетические, грамматические или стилистические погрешности) при фронтальном опросе.<br>Баллы не начисляются при невыполнении домашнего задания и уклонения от ответа при фронтальной работе.  |
| 15. | JOB INTERVIEWS (Business English)             | Опрос                          | 3   | 3 балла – студент предоставляет развёрнутые ответы при фронтальном опросе.<br>1-2 балла – студент допускает неточности в ответах (лексические, фонетические, грамматические или стилистические погрешности) при фронтальном опросе.<br>Баллы не начисляются при невыполнении домашнего задания и уклонения от ответа при фронтальной работе.  |
| 16. | STRUCTURING A PRESENTATION (Business English) | Опрос                          | 3   | 3 балла – студент предоставляет развёрнутые ответы при фронтальном опросе.<br>1-2 балла – студент допускает неточности в ответах (лексические, фонетические, грамматические или стилистические погрешности) при фронтальном опросе.<br>Баллы не начисляются при невыполнении домашнего задания и уклонения от ответа при фронтальной работе.  |
|     |   | Тестирование(контрольный срез) | 5   | 5 баллов – студент правильно отвечает на 90-100% вопросов в тесте.<br>4 балла - студент правильно отвечает на 67%-89% вопросов в тесте.<br>3 балла - студент правильно отвечает на 58-66% вопросов в тесте.<br>2 балла – студент правильно отвечает на 30-57% вопросов в тесте.<br>1 балл - студент правильно отвечает на 23-29% вопроса в тесте.<br>Баллы не начисляются, если в тесте менее 22% правильных ответов. |
| 17. | Посещаемость                                  |                                | 5   | 5 баллов – студент посетил 100% занятий.<br>4 балла – студент посетил не менее 80% занятий.<br>3 балла – студент посетил не менее 50% занятий.<br>1-2 балла – студент посетил не менее 25% занятий.<br>Если студент посетил менее 25% занятий, баллы не начисляются.  |
| 18. | Премияльные баллы                             |                                | 10  | Премияльные баллы начисляются за прохождение онлайн-курса и оцениваются в 10 баллов.  |
| 19. | Ответ на экзамене                             |                                | 30  | 10-17 баллов – студент раскрыл основные вопросы и задания билета на оценку «удовлетворительно»,<br>18-24 баллов – студент раскрыл основные вопросы и задания билета на оценку «хорошо»,<br>25-30 баллов – студент раскрыл основные вопросы и задания билета на оценку «отлично».  |
| 20. | Итого за семестр                              |                                | 100 |   |

Итоговая оценка по экзамену выставляется в 100-балльной шкале и в традиционной четырехбалльной шкале. Перевод 100-балльной рейтинговой оценки по дисциплине в традиционную четырехбалльную осуществляется следующим образом:

|                      |                      |
|----------------------|----------------------|
| 100-балльная система | Традиционная система |
|----------------------|----------------------|

|                 |                     |
|-----------------|---------------------|
| 85 - 100 баллов | Отлично             |
| 70 - 84 баллов  | Хорошо              |
| 50 - 69 баллов  | Удовлетворительно   |
| Менее 50        | Неудовлетворительно |

#### 4.2 Типовые оценочные средства текущего контроля

### Дискуссия

#### Тема 1. GLOBAL (starter)

Could you say please where people and things are from?  
 Could you please represent your family?  
 Could you please tell us about your job?

#### Тема 2. MY LIFE(starter)

Could you describe what you do every day?  
 Could you describe other's people routines?  
 Tell me about what you do on holiday.

#### Тема 3. AROUND TOWN(starter)

Could you tell us please what you do in your free time?  
 How can you take and leave a simple phone messages?

#### Тема 4. TRAVEL(starter)

Could you tell us about your diet and lifestyle?  
 Show us please how you can order food in restaurant.  
 Could you please describe yourself?

#### Тема 5. PEOPLE (starter)

Let's talk about your home.  
 Could you describe please where do you live?  
 Let's talk about things you need to furnish a home.

#### Тема 6. AT HOME(starter)

Could you describe please your visit to another city?  
 Let's talk about past events in your life.  
 How can you ask what you want?

#### Тема 7. LEISURE(starter)

Could you tell us please a simple story?  
 How can you respond to an event in writing?

#### Тема 8. THE PAST(starter)

Let's talk about weather.  
 What do you wear?  
 Could you please describe what other people are doing?

#### Тема 9. MONEY(starter)

Let's talk about personal preferences.  
 Could you please write a short biography?  
 How can you compare things?

#### Тема 10. CHANGES(starter)

How can you book a train ticket?  
 Could you please describe your personal experience?

#### Тема 11. YOUR LIFE(elementary)

Could you tell us about your education?  
 How can you understand rules? Which one do we have in our country?  
 How can you give instructions?

#### Тема 12. ROUTINES

Let's talk about your intentions, likes and dislikes.  
 Let's discuss your future plan.

#### Тема 13. ACTIVITIES(elementary)

Let's talk about likes and dislikes.  
 Could you please describe your day and lifestyle?  
 Could you please describe your learning needs?  
 Tell some words about yourself and your interests.

#### Тема 14. FOOD(elementary)

Could you describe please personal events in the past?  
 Let's talk about personal achievement and experiences.  
 Could you please explain why you like a piece of music?

#### Тема 15. HOME(elementary)

Let's tell our friend about future plans.  
 Let's define and describe things to explain what you mean.  
 Write a message to your friend.

#### Тема 16. CITY LIFE(elementary)

How can you compare people?  
 Let's talk about challenging events and activities.  
 How can we agree on choices with other people?

#### Тема 17. PEOPLE(elementary)

How can we exchange opinions with friends?  
 Let's talk about friends.  
 Describe yourself when you were younger.

### Опрос

#### Тема 1. GLOBAL (starter)

**Лабораторные занятия.**

1. People and places
2. Family ties
3. Working for a living

#### 4. Progress Test 1

##### Grammar

##### 1 to be

Complete the sentences with the correct form of the verb to be.

##### 2 subject pronouns; possessive adjectives

Choose the correct answer.

##### 3 a/an

Put the jobs in the box in the correct column.

actor architect assistant chef doctor engineer farmer sea captain student teacher  
unemployed person

##### Vocabulary

##### 4 countries and nationalities

Complete the sentences with the correct nationalities.

##### 5 families

Complete the sentences with family words.

##### 6 jobs and work

Write the missing letters to complete the jobs.

##### Pronunciation

##### 7 word stress

Underline the stress.

##### 8 word stress

Underline the correct stress pattern.

How to ...

##### 9 start and finish a basic conversation

Put the words in the box in the correct column.

Bye Excuse me Good evening Good night See you soon Hello

##### Reading

##### 10 Read about Dawn's family and answer the questions.

Hi. My name's Dawn. I'm sixteen years old and I'm Canadian. My grandparents are British but they're not in England now, they're in Vancouver. My father's name is Brad and he's a farmer and my mother, Angie, is a teacher. There are three children in our family. My brother Ron is an engineer and my sister Ellen is a student at university in Vancouver. She's twenty-one.

Ron is married and his wife's from Argentina. Her name's Marcela and she's at home with their two children. Their names are Luis and Maria. Luis is four years old and Maria is two years old.

We're a happy family!

Задания для самостоятельной работы(в опрос)

1. проработка вопросов, вынесенных на самостоятельное изучение основной и дополнительной литературы;
2. конспектирование материалов, работа со справочной литературой;
3. подготовка к опросу, дискуссии, тестированию;
4. составление тематического глоссария.

#### Тема 2. MY LIFE(starter)

##### Лабораторные занятия.

##### 1. Fun Club

2. A very special job
3. Hell's Kitchen, NYC
4. Progress Test 2

## Grammar

### 1 Present Simple

Complete the sentences with the correct form of the Present Simple. Use the words in the box.

get go like meet start watch

### 2 this/that, these/those

Underline the correct answer.

### 3 noun plurals

Write in the plural form of the nouns.

## Vocabulary

### 4 personal possessions

Put the letters in the correct order to make words for personal possessions.

### 5 adjectives

Write the missing letters to complete the colour words.

### 6 verb phrases: get, have, go

Choose the correct answer.

## Pronunciation

### 7 /ɪ/ and /i:/

Put the words in the box in the correct column.

digital—dinner—feed—little—meet—niece—sleep—swim—teacher—think—

### 8 -s endings

Put the words in the box in the correct column.

checks feeds finishes gets goes has invents leaves listens organises washes  
walks watches

How to ...

### 9 talk about your daily routine

Match questions (1–5) to answers (a–e).

## Reading

### 10 Read about Emma's routine. Are the sentences true (T) or false (F)?

I'm from Scotland. I'm married to Ian and we have two children. We live in a modern flat in the centre of Edinburgh, the capital city. I have a very busy life. I get up every morning at half past six and I make breakfast for the family. I leave the house at a quarter to eight and take the children to school by car. Then I drive to my office. I'm a director in an international company. I like my job very much and I like the people I work with. At lunchtime I meet friends or I go to the gym but sometimes I don't have time for lunch and then I stay in the office. I finish work at six o'clock and get home at a quarter past six. Ian doesn't work every day so when he's at home he makes supper and we eat at seven o'clock. He's a very good cook! In the evenings the children do their homework and we watch television or a DVD.

### Задания для самостоятельной работы:

1. проработка вопросов, вынесенных на самостоятельное изучение основной и дополнительной литературы;
2. конспектирование материалов, работа со справочной литературой;
3. подготовка к опросу, дискуссии, тестированию;
4. составление тематического глоссария.



1. Lunchtime leisure
2. Can you do it?
3. Phone fun

#### 4. Progress Test 3

##### Grammar

##### 1 adverbs of frequency

Put the words in the correct order to make sentences.

##### 2 can/can't

Make sentences using the words below. Use can (+) and can't (-).

##### 3 play, do and go + activities

Choose the correct answer.

##### Vocabulary

##### 4 days of the week

Write the days of the week.

##### 5 activities

Choose the correct answer.

##### 6 numbers

Write the numbers in words.

##### Pronunciation

##### 7 can and can't

Choose the correct pronunciation of the underlined letters.

##### 8 word stress

Underline the stress.

How to ...

##### 9 use the phone; take and leave a message

Choose the correct answer.

##### Reading

##### 10 Read the text about Pavel and choose the correct answers.

Hi, my name's Pavel and I'm from the Czech Republic. I live in Brno and I'm an engineer. I'm thirty-four years old and I'm not married. I work from Monday to Friday but I have free time too!

On Mondays and Wednesdays I go to the gym after I finish work. On Tuesdays I usually stay at home and read my sports magazines or I watch a DVD. I love films. Then on Thursdays I play football with my colleagues from work and on Fridays I meet my friends and we go to a restaurant for dinner.

Sport is very important to me and in the winter I go skiing every weekend. I can ski very well. In the summer I go cycling and when it's hot I go swimming. I enjoy other things too ... I love music but I can't play an instrument and although my friends say that I can't sing – I don't agree! I love food but I can't cook!

I check my emails every day so please write to me and tell me about your hobbies.

##### Задания для самостоятельной работы:

1. проработка вопросов, вынесенных на самостоятельное изучение основной и дополнительной литературы;
2. конспектирование материалов, работа со справочной литературой;
3. подготовка к опросу, дискуссии, тестированию;
4. составление тематического глоссария.

#### Тема 4. TRAVEL(starter)

##### Лабораторные занятия.

1. A world of food
2. Trash tales
3. Ready to order?

#### 4. Progress Test 4

##### Grammar

**1 countable and uncountable nouns: much/many/a lot of**

**Underline the correct answer.**

**2 a/an, some and any**

**Choose the correct answer.**

**3 subject/object pronouns**

**Complete the sentences with the words in the box. There are some words you do not need.**

##### Vocabulary

**4 containers**

**Complete the items with the words in the box**

bottle box carton jar tubebe her him I it me she them they us we you

**5 food**

**Underline the odd one out.**

**6 adjectives**

**Complete the adjectives.**

##### Pronunciation

**7 /æ/ and /ʌ/**

**Put the words in the box in the correct column.**

apple bag butter can carrot hungry lamb lunch packet pasta salad some

**How to ...**

**8 order food in a restaurant**

**Complete the questions with the words in the box.**

Can I Do Do you How I'd like What What

##### Reading

**9 Read the restaurant reviews. Are the sentences about Ristorante Napoli (RN) or Jo's Diner (JD)?**

**What's new in town?**

#### Ristorante Napoli

Ristorante Napoli is a large, modern restaurant in the centre of town.

They offer a large selection of dishes including a lot of vegetarian food. I recommend: the seafood starter with green salad and fresh bread. As a main dish, you can choose from pizzas or pasta. The spicy vegetarian pizza with mushrooms, peppers and cheese is very good. For meat eaters there are beef, chicken and lamb dishes with side orders of potatoes, rice or salad. The desserts are also excellent with an exotic fresh fruit salad (watermelon, pineapple, banana and orange), ice cream and sorbet (strawberry, chocolate, vanilla, lemon, orange), and traditional Italian cakes.

Open for lunch (12 p.m. – 3 p.m.) and for supper (6:30 p.m. – 11:30 p.m.). Closed on Mondays.

Cost: €35 per person for three courses, mineral water and coffee.

#### Joe's Diner

Joe's Diner is a busy, traditional fast-food restaurant for people who don't have much time.

This is the perfect restaurant for families with children. They offer two different menus: breakfast and lunch/dinner. The lunch menu is good value and offers everything that children love to eat: hamburgers and cheeseburgers with fries, or hot dogs with fries are their speciality. These come with a side order of salad and garlic bread. You can have a free bottle of cola, juice or mineral water when you order three meals. For vegetarians there is only one option – a veggie burger with fries. For dessert you can have apple pie with vanilla ice cream or cheesecake.

Open every day, twelve hours a day 8 a.m. – 8 p.m.

Cost: €6 per person

### Задания для самостоятельной работы:

1. проработка вопросов, вынесенных на самостоятельное изучение основной и дополнительной литературы;
2. конспектирование материалов, работа со справочной литературой;
3. подготовка к опросу, дискуссии, тестированию;
4. составление тематического глоссария.

### Тема 5. PEOPLE (starter)

Лабораторные занятия.

1. Dream homes
2. To have and have not
3. World class
4. Progress Test 5

Grammar

- 1 there is/there are

Complete the sentences with the correct form of there is/there are.

- 2 have got

Use the words to write positive sentences (+), negative sentences (-), or questions (?).

- 3 modifiers: (not) very, quite, really

Underline the correct words in italics.

Vocabulary

- 4 rooms

Write the missing letters to complete the rooms in a house.

- 5 equipment

Put the letters in the correct order to make words for kitchen equipment.

- 6 landscapes

Complete the landscape words.

Pronunciation

- 7 /æ/ and /ɒ/

Put the words in the box into the correct column.

attic cat cottage dishwasher forest hat lamp packet pocket tap top watch

- 8 main stress

Underline the syllable with the main stress.

How to ...

- 9 talk about where you come from

Complete the sentences with the words in the box.

apartment beautiful city from mountains wide

Reading

- 10 Read the email. Are the sentences true (T) or false (F)?

Subject: home sweet home

Hi Nico

How are you? I hope everything is fine and you like your new job.

I've got so much news to tell you. I've got a new job too ... English teacher in a language school in Sofia. Do you know anything about Bulgaria? Well, Sofia is the capital and it's in the west of the country near the borders with Serbia, Macedonia and Greece. It's in a valley very near Vitosha – a beautiful mountain. You can go for fantastic walks in the forests there.

I've got a small apartment in an old building near the city centre. It's quite high up so I can see a lot of interesting things from my bedroom window. There are over one million people here and it's a busy, noisy city.

My apartment is quite small and quiet. I've got a bedroom, living room, kitchen and bathroom so it's good for one person. In the kitchen there's a cooker, dishwasher (very nice!), fridge and microwave. You know I can't cook so that's very useful! The bedroom is quite small with a bed, cupboard and some bookshelves. The living room is very big with a sofa (where you can sleep when you come to visit me), table and chairs and lots of bookshelves. There's even a TV and a music system so I'm very happy.

I really like it here. There are a lot of things to see and do and there's a great restaurant on my street. It's a traditional Bulgarian place with live music every Friday and Saturday.

My first day at school is tomorrow so wish me luck!

Write soon.

Love

Myra

Задания для самостоятельной работы:

1. проработка вопросов, вынесенных на самостоятельное изучение основной и дополнительной литературы;
2. конспектирование материалов, работа со справочной литературой;
3. подготовка к опросу, дискуссии, тестированию;
4. составление тематического глоссария.

## Тема 6. AT HOME(starter)

Лабораторные занятия.

1. Changes
2. City breaks
3. New citizens
4. Progress Test 6

Grammar

- 1 Past Simple of to be

Complete the sentences with the correct form of the verb to be in the Past Simple.

- 2 Past Simple: regular verbs

Complete the sentences with the Past Simple form of the verbs in the box.

go jog live plan study want

- 3 Past Simple: irregular verbs

Complete the sentences with the Past Simple form of the verbs in the box.

buy eat have meet see spend

Vocabulary

- 4 places and shops in a town/city

Underline the odd one out.

- 5 shops

Complete the shop words.

- 6 time expressions

Underline the correct words in italics.

Pronunciation

7 Past Simple endings

Put the verbs in the box in the correct column.

decided jogged looked opened planned produced started visited worked

8 contrastive stress

Underline the stressed words in the answers.

How to ...

9 shop in a department store

Match the questions (1–5) to the answers (a–e)

Reading

10 Read the letter and choose the correct answers

Hi Lucy

I'm here in Prague on a weekend break with my sister. We arrived at the airport at three o'clock yesterday afternoon and we took the bus and metro into the city centre and went to our hotel. It's a lovely old building near the river. We walked around the old town for an hour and then found a cosy restaurant for supper. I love the Czech food but it's difficult for Ginny because she's a vegetarian.

Did you know I came to Prague for the first time twenty years ago? It's very different now. In those days there were only a few department stores and there weren't any shopping centres. And the restaurants were really bad and it wasn't often possible to have a meal without meat! I loved it though because it was very different from other big cities because you can walk everywhere when you're in the centre of the city. I'm pleased that some things are still the same. The buildings in the old town are still beautiful and there are lots of churches, art galleries, museums and cafés to visit. I love music and opera so we got tickets for an opera at the National Theatre for this evening.

Ginny isn't very interested in sightseeing. I don't understand her but because I know Prague, I'm happy to go shopping with her.

See you soon dear friend.

Love

Debs

Задания для самостоятельной работы:

1. проработка вопросов, вынесенных на самостоятельное изучение основной и дополнительной литературы;
2. конспектирование материалов, работа со справочной литературой;
3. подготовка к опросу, дискуссии, тестированию;
4. составление тематического глоссария.

## Тема 7. LEISURE(starter)

Лабораторные занятия.

1. Finders keepers!
2. The girl from ...
3. Special days
4. Progress Test 7

Grammar

1 articles: a, an and the

Complete the text with a, an or the.

2 pronoun one/ones

Replace the underlined words with one or ones.

3 possessive pronouns

Complete the table.

## Vocabulary

4 describing appearance

Choose the correct answer.

5 describing personality

Complete the adjectives.

6 dates

## Pronunciation

7 /θ/

Underline the words in the box with the sound /θ/.

birthday brother mother ninth that then thick think thirst those three with

8 ordinal numbers

Underline the stressed syllable.

How to ...

9 ask about appearance and personality

Put the words in the correct order to make questions.

## Reading

10 Read the email. Are the statements true (T) or false (F)

Hi everyone!

This is the end of the first week of the new term and I've got lots of new classmates I want to tell you about!

There are twelve students in this class. We're Class A and we come from a lot of different countries. It's really funny because we only speak English. I can't speak Spanish or Czech or Japanese and I only know a few words in German and French. I think it's good for us.

Stefan is from Munich in Germany. I think his English is good. I like him because he's very friendly. He's slim and tall with dark hair. He wears glasses and he has a lovely smile. I'm sure all the girls think he's handsome! Then there's Michael who's also from Germany but he's quite unfriendly.

Zdenka is from the Czech Republic. She's quite shy so I don't know her very well. She's very tanned with long fair hair and she's very attractive. The boys all like her of course.

I usually sit next to Ana who's from Spain. I can't understand her English because she has a strong accent but I like her very much. She's very confident and pretty with short dark hair. She's quite short and very slim.

Akiko is from Japan, from Kyoto I think. She's a lovely person but very quiet. I think she's shy and her English isn't very good. She spends time with the other Japanese girl Keiko. I think they live in the same house too.

Our teacher, Greg, is from Australia. He's tall with a grey beard and moustache. I don't know how old he is but maybe fifty. He's very funny and friendly and he always helps us. I think he's very good.

So, that's it for now. Please write back and give me your news.

Love

Lara

Задания для самостоятельной работы:

1. проработка вопросов, вынесенных на самостоятельное изучение основной и дополнительной литературы; 2. конспектирование материалов, работа со справочной литературой;
3. подготовка к опросу, дискуссии, тестированию
4. составление тематического глоссария.

## Тема 8. THE PAST(starter)

Лабораторные занятия.

1. Festivals around the world
2. You are what you wear
3. Changing weather
4. Progress Test 8

Grammar

- 1 Present Continuous

Complete the sentences using the present continuous form of the verbs in the box.

make   play   sit   snow   study   wear

- 2 position of adjectives

Put the words into the correct order to make sentences or questions.

- 3 Present Simple and Present Continuous

Underline the correct answer.

Vocabulary

- 4 clothes

Put the letters in the correct order to make clothes words.

- 5 clothes adjective

Choose the correct answer.

- 6 weather

Complete the weather words.

Pronunciation

- 7 /ɒ/ and /əʊ/

Put the words in the box in the correct column.

cold   dog   fog   home   hot   know   not   phone   snow   throw   top   what

- 8 sentence stress

Underline the syllable which is usually stressed in each sentence.

How to ...

- 9 describe problems and ask for solutions

Complete the sentences with the words in the box. There are some extra words you do not need.

bought   can   doesn't fit   exchange   hot   isn't working   like   problem   repair

Reading

- 10 Read Tilly's blog and choose the correct answers.

It's 5:30 in the afternoon on Saturday 5th June and I'm sitting in the grass outside Salisbury Cathedral with thousands of people. I arrived in England yesterday after two weeks in France. I decided to come here and visit my friends Clare and Tom. They're from the USA but they're travelling around England at the moment. They told me about this fantastic city so now I'm here too!

We're all here for the final concert of the Salisbury International Arts Festival. The Festival takes place at the same time every year and every year there is a different theme. This year it's India so everything is connected with the country – music, theatre, films, books and food! Luckily today the weather is fantastic but yesterday it was terrible. The sun is shining and there aren't any clouds in the sky. The atmosphere is great and everyone is enjoying themselves. There are families with children, students, old people, in fact people of all ages from zero to eighty! There are lots of activities for the children so they're all very happy and running around. Most people have picnics with them as well.

My friend Claire made some delicious food this morning so we have sandwiches, salads, a huge chocolate cake, fruit and drinks. We brought some small chairs so we're very comfortable and we're not far from the musicians. No-one is playing at the moment but the programme looks very interesting. There are three bands and the first band starts at 6:00 p.m. I love Indian music so I hope we can dance. There's space at the front so I'm sure we can.

People say that the English people aren't very friendly but I can say that everyone here is very kind and helpful. I'm having a great time!

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### Тема 9. MONEY(starter)

Лабораторные занятия.

1. Making news
2. Movie magic
3. Popular culture
4. Progress Test 9

Grammar

- 1 comparison of adjectives

Complete the sentences with the comparative form of the adjectives in brackets.

- 2 superlative adjectives

Complete the sentences with the superlative form of the adjectives in the box.

bad big funny good old romantic

- 3 like/love/hate/prefer

Find one mistake in each sentence. Then write the correct sentence.

Vocabulary

- 4 the arts

Which is the odd one out in each group?

- 5 the arts

Complete the missing words.

- 6 films

Complete the sentences with the words in the box. There are some extra words you do not need.

action film cartoons character comedy documentary film critic  
horror film love story musicals Oscar scene science fiction  
thriller villain

Pronunciation

- 7 /ə/ in comparatives

Underline the /ə/ sound in the comparative forms.

- 8 intonation in yes/no questions

Does the voice usually go up ↗ or down ↘ at the end of each sentence?

How to ...

- 9 make and respond to suggestions

Put the words in the correct order to make sentences and questions.

Reading

- 10 Read What's on in August. Then match the people in the box to the places and events.



## What's on in August

### Television Centre

We are filming the next three programmes for Have you got what it takes? The new talent show for all the family. Call us today to reserve your free tickets. Filming takes place on Saturday afternoons from 12–6p.m. Bring your friends and family and enjoy the show!

### Madison Gallery Exhibition

For the first time you can see a wonderful collection of 19th century paintings outside Russia. There are over 100 on show. This is a 'must-see'. Book your tickets now. Adults €15, children €10, family ticket (two adults and two children) €35.

### Westside

The latest cartoon, a perfect film for all the family. Follow Pudge and his friends as they travel across America. Featuring the voices of the most famous Hollywood stars this film is full of fun and adventure.

### Turner Stadium

For one performance only! Rock legends of the 1980s. Five hours of live music featuring some of the greatest musicians in the world. 13th August. Doors open at midday. Music starts at 5 p.m. Tickets cost €75.

### Duke of York

Shakespeare's Romeo and Juliet. This performing arts company is one of the best in the world so we are very lucky to have these great actors and actresses here for two weeks (12th–26th August). Everyone knows this greatest love story of all time.

### City Centre

Watch local artists Lenny and Bruce as they paint colourful graffiti in different places in the city centre. Children under twelve years of age can join in and paint with them. This is part of the city's summer programme. Check the website for further details.

Bella is doing theatre studies at school and she loves classical plays.

Dan has three young children but not much money. They all like doing things outside.

Ruth studied art history at university. She loves going to exhibitions with her niece and nephew.

Laura and her family love singing. She wants to take her mother somewhere special for her birthday.

Barry loves all old rock and pop. He spends all his money on CDs and going to concerts.

Jane always takes the children to the cinema during the summer holidays.

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## Тема 10. CHANGES(starter)

### Лабораторные занятия.

1. One world
2. Fame and fortune
3. Extreme challenges
4. Progress Test 12

### Grammar

#### 1 be going to

Write sentences with the correct form of be going to. Write positive (ü) or negative (x) sentences.

#### 2 infinitive of purpose

Rewrite the sentences using the infinitive of purpose (to + infinitive).

#### 3 like/love and would like/would love

Complete the sentences with the correct form of the verbs in brackets.

## Vocabulary

### 4 activities

Complete the activity words.

### 5 fame

Complete the sentences with the words in the box. There are some extra words you do not need.

acting   ambition   fame   fortune   politician   politics   talent show

### 6 future time expressions

Complete the future time expressions.

## Pronunciation

### 7 sentence stress

Underline the syllables which are usually stressed in each sentence.

### 8 /aɪ/ and /eɪ/

Put the words in the box in the correct column.

fame   fly   fried   late   light   like   mine   play   rain   take   wait   white

How to ...

### 9 ask about and talk about plans and ambitions

Put the words in the correct order to make sentences.

## Reading

### 10 Read the question and responses from a website. Are the sentences true (T) or false (F)?

## Question

I want to raise money for a children's home in Zambia but I've never done anything like this before so I'd be very grateful for any ideas that you have. I know there are a lot of websites with advice but I'd like to hear from people with personal experience.

Lucinda

## Responses

Trekking is always good because you don't have to be extremely fit but it's a good idea to do some training before you go of course. People usually go in groups so you can meet new people and make friends while you're walking. This year I'm going to do the Great Wall of China trek. I've always wanted to go to China. It's nice to think that you can have fun and do something useful at the same time.

Gary

Do you know how to sail? We're going to go on the Fastnet Sailing Challenge. I've been a sailor since I was a child so I feel very comfortable on the sea but I know that this race is only for people who have had a lot of experience and it's very tough. The weather can be really bad at that time of year as well. It's definitely not for someone who can't swim!

Paula

I love horses so I'm going to do the Mongolian Horse-riding Challenge. I've seen so many pictures of Mongolia in books and on the Internet and now I'm really going to raise the money to go there. It's for two weeks and we're going to do it in the summer so it's going to be very hot in the desert, and cold at night of course. I'm busy raising money at the moment but hope to have all the money I need soon.

Casey

Why don't you think about the London to Paris Cycle Ride? Hundreds of people are going to enter. It's tough but not that tough and you can go at your own speed. You don't have to race. It's good for all ages too and last year there were a few people in their seventies. The good thing is that you don't have to fly anywhere to start the fun.

Anne

You don't have to go abroad to raise money! Why don't you organise some events in your local area? There are so many things you can do. In the past I've organised concerts, parties, talent shows and coffee mornings. That way you also meet local people. I think it's good to invite friends and neighbours to help.

Jenny

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### Тема 11. YOUR LIFE(elementary)

Лабораторные занятия.

1. Rules of road
2. Experiences of learning
3. Lifelong learning
4. Progress Test 11

Grammar

- 1 can/can't, have to/don't have to

Choose the correct answers.

- 2 wh- questions

Complete the questions with question words.

- 3 the imperative

Complete the sentences with the correct form of the verbs in the box.

drive forget leave listen sit speak

Vocabulary

- 4 school subjects

Put the words in the correct order to make school subjects.

- 5 education

Underline the odd one out in each group.

- 6 driving

Complete the words.

Pronunciation

- 7 /f/ and /v/

Do the words contain the sound /f/ or /v/?

- 8 intonation of wh- questions

Does the voice usually go up ↗ or down ↘ at the end of each question?

How to ...

- 9 check information and ask for repetition

Complete the dialogues with words in the box.

ask Can check repeat right Sorry

Reading

10 Read the advertisement and the competition entry. Are the sentences true (T) or false (F)?

Schooldays – the happiest days of your life?

Send us your thoughts and win a new laptop!

When I was at primary school I really didn't enjoy school. Everyone said 'come on Jenny. These are the best days of your life!' I didn't believe them. I always left my homework until the last minute and I remember Mum. She got so angry with me. 'Sit down and do your homework NOW!' But I wanted to talk on the phone or play computer games with my friends. 'I said SIT DOWN!' It was the same thing every Sunday evening. I feel sorry for her now of course.

Then when I was eleven and went to secondary school, everything changed. And that was because of one teacher: Mrs Mann. She was our maths teacher. I didn't think I was good at maths but she showed me that I was. She was so interesting and funny and she was very young and attractive too I remember. She had long fair hair and wore really nice clothes. She was probably in her mid-twenties. We all enjoyed her lessons. She always had time for us. She was always in a good mood and she never shouted at us. Mum never had to tell me to do my homework after I met Mrs Mann! When I got home after school, I did my homework immediately because I wanted to do well.

In fact I enjoyed Mrs Mann's lessons so much that I decided to study maths at university. I know she was pleased. When I was a student I wrote to her every term and sometimes we met during the holidays. That was twenty years ago. And now I'm a maths lecturer at the university where I studied. I hope that my students enjoy studying with me as much as I enjoyed learning with Mrs Mann.

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## Тема 12. ROUTINES

1. One world
2. Fame and fortune
3. Extreme challenges
4. Progress Test 12

Grammar

- 1 be going to

Write sentences with the correct form of be going to. Write positive (ü) or negative (x) sentences.

- 2 infinitive of purpose

Rewrite the sentences using the infinitive of purpose (to + infinitive).

- 3 like/love and would like/would love

Complete the sentences with the correct form of the verbs in brackets.

Vocabulary

- 4 activities

Complete the activity words.

- 5 fame

Complete the sentences with the words in the box. There are some extra words you do not need.

acting ambition fame fortune politician politics talent show

- 6 future time expressions

Complete the future time expressions.

## Pronunciation

7 sentence stress

Underline the syllables which are usually stressed in each sentence.

8 /aɪ/ and /eɪ/

Put the words in the box in the correct column.

fame fly fried late light like mine play rain take wait white

How to ...

9 ask about and talk about plans and ambitions

Put the words in the correct order to make sentences.

## Reading

10 Read the question and responses from a website. Are the sentences true (T) or false (F)?

## Question

I want to raise money for a children's home in Zambia but I've never done anything like this before so I'd be very grateful for any ideas that you have. I know there are a lot of websites with advice but I'd like to hear from people with personal experience.

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Trekking is always good because you don't have to be extremely fit but it's a good idea to do some training before you go of course. People usually go in groups so you can meet new people and make friends while you're walking. This year I'm going to do the Great Wall of China trek. I've always wanted to go to China. It's nice to think that you can have fun and do something useful at the same time.

Gary

Do you know how to sail? We're going to go on the Fastnet Sailing Challenge. I've been a sailor since I was a child so I feel very comfortable on the sea but I know that this race is only for people who have had a lot of experience and it's very tough. The weather can be really bad at that time of year as well. It's definitely not for someone who can't swim!

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I love horses so I'm going to do the Mongolian Horse-riding Challenge. I've seen so many pictures of Mongolia in books and on the Internet and now I'm really going to raise the money to go there. It's for two weeks and we're going to do it in the summer so it's going to be very hot in the desert, and cold at night of course. I'm busy raising money at the moment but hope to have all the money I need soon.

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Anne

You don't have to go abroad to raise money! Why don't you organise some events in your local area? There are so many things you can do. In the past I've organised concerts, parties, talent shows and coffee mornings. That way you also meet local people. I think it's good to invite friends and neighbours to help.

Jenny

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### Тема 13. ACTIVITIES(elementary)

Лабораторные занятия.

1. Are you a culture vulture?
2. Monday to Friday
3. At the same time
4. Progress test 13

Grammar

- 1 Present Simple

Complete the sentences with the correct form of the verbs in brackets.

- 2 adverbs of frequency

Put the adverbs of frequency in the correct place.

- 3 Present Simple or Present Continuous?

Underline the correct words in italics.

Vocabulary

- 4 verb-noun phrases about daily routine

Complete the sentences with a suitable verb.

- 5 going out

Complete the words.

- 6 describing your day and lifestyle

Complete the sentences with the adjectives from the box. There are two extra words.

boring busy exciting fun lazy relaxing stressful unusual

Pronunciation

- 7 sentence stress

Underline the words we usually stress.

- 8 do and does

Is the pronunciation of the underlined words weak (/də/, /dəz/) or strong (/du:/, /dʌz/)?

- 9 How to talk about your learning needs

Put the words in the correct order to make sentences.

Reading

- 10 Read the email. Are the statements true (T), false (F) or not given (NG)?

Hi Luke

How are you? How's the new house? Are you enjoying the nightlife in Buenos Aires?

I started my new job last month so I now have a good routine. I'm enjoying the work, but it's hard because I get up early every day (you know how I like to stay in bed late!). I try and go for a swim most days before work because there's a gym and swimming pool in the building. It's relaxing and I feel very good after the exercise. I'm in the office at 8:30 and first of all I check my emails. You can't imagine how many emails I get every day! Because we're an international company with offices all over the world, we get a lot of emails during the night as well, so we're always busy. There's no time to sit and do nothing! I've got some really nice colleagues and we usually go for lunch together on Fridays. On the other days, I go shopping or I go for a walk when the sun's shining and sometimes I stay at my desk and have a quick sandwich – not very healthy I know.

I don't know many people here, so I like going out at the weekends. Of course I have a lie-in on Saturday and Sunday and if there's an interesting exhibition on, I go to that. I want to join some local clubs as well, maybe hiking or tennis.

I'm having a lazy day today because I'm really tired and it's raining. I stayed in bed until 11 o'clock and now I'm sitting at the computer and writing emails to friends. I'm staying with my cousin at the moment, but I really want my own apartment. It's quite stressful because everything is so expensive here, but I'm looking. My cousin is very kind, but she enjoys doing different things and her lifestyle is quite different from mine.

This evening we're going to a concert together. I'm not sure who is playing, but I think it's a classical concert.

When I have my new apartment, you must come down and stay with me! Write soon and give me your news.

Josh

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#### Тема 14. FOOD(elementary)

Лабораторные занятия.

1/ Music for 007

2. Barefoot music

3. The Mozart effect

4. Progress test 14

Grammar

1 Past Simple

Write complete sentences using the prompts.

2 Present Perfect Simple: experience

Complete the sentences with the correct form of the verbs from the box.

do          eat          see          not be          read          hear

3 questions

Complete the dialogues with question words or phrases.

Vocabulary

4 music

Put the letters in the correct order to make music words.

5 music

Complete the music words.

6 achievements

Choose the correct words in italics.

## Pronunciation

7 have and has

Is the pronunciation of the underlined sounds weak (/ə/) or strong (/æ/)?

8 intonation in questions

Does your voice go up ( ă ) or down ( æ ) at the end of each question

How to ...

9 refer to past times

Complete each sentence with one word.

## Reading

10 Read the magazine article. Then write the questions.

### Sing!

Today a lot of singers and actors use their fame to raise money for charity. You only have to go on the internet and you can see just how many things they do. A celebrity name at a charity event can raise thousands of dollars and it is a good way for these people to give something back to the world that has made them rich and famous.

One such person is Scottish singer songwriter Annie Lennox. She was born on 25 December 1954 into a poor family. She grew up and went to school in Aberdeen and when she was seventeen she moved to London and went to the Royal Academy of Music where she studied the flute and classical music for three years.

A few years later she met Dave Stewart and between 1977 and 1980 they were in a group, The Tourists, where she was the lead singer. When the band split up, Annie and Dave formed a new band: Eurythmics. Together they recorded several albums. They sold more than 75 million albums worldwide, with over twenty international hits. They didn't officially separate but Annie started a solo career in the 1990s. Her first solo album, Diva, was released in 1992 and sold around six million copies. Since then she has recorded several albums.

However, Annie Lennox isn't just a successful singer and musician. She is a dynamic charity fundraiser\* and over the years has achieved many great results. In 2007, she recorded a fundraising single called Sing with a 23-member choir of female celebrities including Madonna, Shakira, kd lang, Dido and Celine Dion. The money they raised went to Treatment Action Campaign (TAC), an organisation which works on the African continent.

Multi-award winning Annie Lennox has come a long way since the 1980s when she was the singer with Eurythmics. Since then, she has become a successful solo artist and has raised money for many charities including Amnesty International, Greenpeace and Nelson Mandela's 46664 Foundation. She does a lot of her charity work through the internet, which she calls 'Laptop Activism', and encourages everyone to do something to make a difference.

\*Fundraiser: someone who collects (or 'raises') money for charity by organising events

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## Тема 15. HOME(elementary)

### Лабораторные занятия.

- 1.Jamie's kitchen
- 2.Let's celebrate!
3. Ratatouille



## 4. Progress test 15

## Grammar

## 1 be going to: future plans

Complete the sentences with the correct form of the verbs from the box.

have      come      move      buy      organise      visit

## 2 Present Continuous: future arrangement

Write complete sentences using the prompts.

## 3 defining relative clauses

Choose the correct words in italics.

## Vocabulary

## 4 cooking and eating

Complete each sentence with one word.

## 5 describing food

Complete the sentences with the words from the box. There are three extra words.

baked    boiled    fresh    fried    raw    roast    savoury    spicy    sweet

## 6 easily-confused words

Choose the correct words in italics.

## Pronunciation

## 7 connected speech

Look at the sentences and mark the linking.

## 8 silent letters

Underline the silent letter in each word.

How to ...

## 9 make arrangements

Complete the sentences with the words from the box. There are two extra words.

Let's    idea    keen    afraid    busy    Shall    Actually    better

## Reading

## 10 Read the restaurant review. Match the headings (1–5) with the paragraphs (A–F).

Neel Akash

Indian & Bangladeshi Restaurant

\*\*\*\*\*

££

A

I was very happy to receive an invitation to the new Indian restaurant last week, so I called my dear friend Louis and we went to the Neel Akash, which means 'blue sky', to see what all the fuss was about.

B

The Neel Akash is near the town square at the end of Sussex Street, opposite the library. It is very central, so we walked there, but it is easy to get to from the train and bus stations and it also has its own car park.

C

The restaurant has only been open for two weeks, so it still feels very new. The décor is traditional with a lot of wood and dark reds and greens. The lighting isn't too bright and the atmosphere is warm and friendly. I particularly liked the flowers and candles on all the tables. There were already a lot of people there, so it was lively but not too noisy.

D

When we arrived, a pleasant young waiter showed us to our table which was in the window overlooking the garden. As soon as we sat down, another waiter brought the menu and took our drinks order. He explained the different dishes to us, recommended the specialities of the restaurant and then gave us some time to make our choices.

E

I love Indian food and wanted to taste everything, but in the end I ordered a selection of starters for us to share. We had shami kebab – spiced lamb, aloo chat – spicy potatoes, and egg akuri which is egg cooked with onions and served with bread. For my main course I had chicken tikka korma which is a mild chicken cooked in a cream sauce. I don't like very spicy food so that was hot enough for me. This came with delicious boiled rice and nan bread. My friend ordered a very spicy fish curry which he had with a side dish of raita which is yoghurt with cucumber. Everything looked perfect and tasted absolutely delicious.

F

When the bill came we were pleasantly surprised as it was very reasonable. We paid £20 per person which included drinks and a tip. For a cheaper option, you can have a buffet lunch during the week which costs £7.95 and you can eat as much as you like for that.

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### Тема 16. CITY LIFE(elementary)

Лабораторные занятия.

1. Going to extremes
2. Survival school
3. Surviving in English
4. Progress test 16

Grammar

- 1 comparative adjectives

Write complete sentences using the prompts.

- 2 superlative adjectives

Complete the sentences with the superlative form of the adjectives in brackets.

- 3 indirect questions

Complete the indirect questions.

Vocabulary

- 4 survival

Complete the sentences with the correct form of the verbs from the box.

achieve          build          control          cope          push          rely

- 5 describing people

Choose the correct words in italics.

- 6 survival equipment

Complete the words for things you would take on a camping trip

Pronunciation

- 7 emphasising important words

Underline the word in each sentence which we usually give extra stress.

- 8 intonation in questions

Does your voice go up ( *ä* ) or down ( *æ* ) at the end of each question?

How to ...

- 9 be polite in English

Match the questions (1–5) with the replies (a–e).

Reading

- 10 Read the email and choose the correct answers.

Hi Maria

How are you? I hope everything's OK over there and the sun is finally shining! It's been such a bad winter, hasn't it?!

This is the first time I've managed to get to an internet café, but I'm here now and have lots to tell you. I'm staying with friends of Dan's in Seattle. I didn't know them before I came here, but now I feel like part of the family. They've been so kind and have taken me all over the city.

It often rains here on the west coast, but the weather has been great since I've been here so I'm really lucky. On my first day, I decided to go downtown to walk along the water front. There's a famous market there called Pike Place Market. It's one of the oldest (over 100 years old) and biggest markets I've ever been to. I really couldn't believe my eyes! The colours and smells were just amazing. I had lunch in a restaurant called The Athenian where Tom Hanks ate in my favourite film Sleepless in Seattle. The views were fantastic, but the food wasn't that great.

I'm here for another week, so I want to visit some of the museums and galleries and maybe go to the theatre as well. We're going to the Space Needle (another big tourist attraction) for dinner this evening. The restaurant is at the top of the Needle and it moves round slowly so you can get a view of the whole city while you're eating. I'm really looking forward to it as they say the food is the best in the city.

Although I really like it here, I feel quite strange sometimes because of the language differences. I know we all speak English, but we don't really speak the same language at all. A lot of people here find it difficult to understand what I'm saying because of my accent and it's the same for me. And there are a lot of different words as well. Did you know that 'cookies' are 'biscuits' and 'pants' are 'trousers'?!

I think I can honestly say that I have never been to a country of so many superlatives. Everything here really is the biggest, the best, the smallest, the worst, the highest, the greatest. Welcome to America!

I've got to go now, but thanks again for looking after my flat (or is that apartment?!) while I'm here. I'll bring you back the best souvenir I can find!

Love

Jess xx

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4. составление тематического глоссария.

## Тема 17. PEOPLE(elementary)

Лабораторные занятия.

1. Turning eighteen
2. Old friends
3. The truth about ageing
4. Progress test 17

Grammar

1 should, have to, can: obligation and permission

Rewrite the sentences using the correct form of the modal verbs in brackets.

2 Present Perfect Simple: for and since

Complete the sentences with for or since.

3 used to: past habits

Complete the sentences with the correct form of used to and a verb from the box.

earn                  wear                  eat                  do                  drive                  get on

Vocabulary

4 times of life

Put the times of life in the correct order.

## 5 life activities

Match the verbs from A with the phrases from B.

## 6 friendship

Complete each sentence with a preposition.

## 7 good and bad habits

Complete the sentences with the words from the box.

do            think            eat            eat            worry            be

Pronunciation

## 8 connected speech

Look at the consonants in bold and circle the consonant that is not pronounced.

How to ...

## 9 exchange opinions

Choose the correct words in italics.

Reading

## 10 Read the article and complete the gaps (1–5) with the sentences (A–E).

Every month we invite our readers to write in and tell us about someone special in their lives. (0) This month's winning entry is by Richard Jackson.

I suppose when you're young you don't really think about the people around you.

(1) \_\_\_\_\_ Now that I'm a father, however, I think about things differently and I realise how lucky we were as children.

I grew up on a farm. I had two younger brothers and one older sister, so I was in the middle. Our father used to work very hard because it was his farm. (2) \_\_\_\_\_ Our mother used to teach at the local primary school so we spent a lot of time with our grandparents who lived with us.

Our grandmother was an amazing woman. She got married when she was very young and she had six children, which was quite usual in those days. She stayed at home to look after all of them, but when they were older she decided she wanted to go to university. She graduated when she was fifty years old. (3) \_\_\_\_\_

Before we were old enough to go to school, she used to look after us. (4) \_\_\_\_\_ She taught us to read and she told us stories about her life, but perhaps the most important thing she taught us was that we can do anything if we believe we can.

My grandmother died ten years ago, but when I look at my family now, I can still remember her words. (5) \_\_\_\_\_

Задания для самостоятельной работы:

1. проработка вопросов, вынесенных на самостоятельное изучение основной и дополнительной литературы;
2. конспектирование материалов, работа со справочной литературой;
3. подготовка к опросу, дискуссии, тестированию;
4. составление тематического глоссария.

## Тема 18. INTRODUCTIONS (Business English)

**Лабораторное занятие.**

1. New language Present simple and continuous
2. Vocabulary Etiquette for introductions
3. New skill Introducing yourself and others

**Задания для самостоятельной работы:**

1. проработка вопросов, вынесенных на самостоятельное изучение основной и дополнительной литературы;
2. конспектирование материалов, работа со справочной литературой;

## 3. подготовка к опросу.

## Тема 19. GETTING TO KNOW COLLEAGUES (Business English)

**Лабораторное занятие.**

1. New language Past simple and past continuous
2. Vocabulary Sharing past experiences
3. New skill Talking about past experiences
4. Vocabulary Departments and roles

**Задания для самостоятельной работы:**

1. проработка вопросов, вынесенных на самостоятельное изучение основной и дополнительной литературы;
2. конспектирование материалов, работа со справочной литературой;
3. подготовка к опросу.

## Тема 20. DELEGATING TASKS (Business English)

**Лабораторное занятие.**

1. New language Modal verbs for obligation
2. Vocabulary Delegation and politeness
3. New skill Delegating tasks to colleagues

**Задания для самостоятельной работы:**

1. проработка вопросов, вынесенных на самостоятельное изучение основной и дополнительной литературы;
2. конспектирование материалов, работа со справочной литературой;
3. подготовка к опросу.

## Тема 21. WRITING A REPORT (Business English)

**Лабораторное занятие.**

1. New language Past perfect and past simple
2. Vocabulary Formal business English
3. New skill Writing reports
4. Vocabulary Money and finance

**Задания для самостоятельной работы:**

1. проработка вопросов, вынесенных на самостоятельное изучение основной и дополнительной литературы;
2. конспектирование материалов, работа со справочной литературой;
3. подготовка к опросу.

## Тема 22. MAKING APOLOGIES (Business English)

**Лабораторное занятие.**

1. New language Present perfect continuous
2. Vocabulary Apologies
3. New skill Apologizing on the telephone

**Задания для самостоятельной работы:**

1. проработка вопросов, вынесенных на самостоятельное изучение основной и дополнительной литературы;
2. конспектирование материалов, работа со справочной литературой;
3. подготовка к опросу.

## Тема 23. MAKING PLANS BY EMAIL (Business English)

**Лабораторное занятие.**

1. Vocabulary Communication technology
2. New language Email language
3. Vocabulary Meetings and workshops
4. New skill Making plans

**Задания для самостоятельной работы:**

1. проработка вопросов, вынесенных на самостоятельное изучение основной и дополнительной литературы;
2. конспектирование материалов, работа со справочной литературой;
3. подготовка к опросу.

**Тема 24. KEEPING CLIENTS INFORMED (Business English)****Лабораторное занятие.**

1. New language Continuous tenses
2. Vocabulary Arrangements and schedules
3. New skill Keeping clients informed

**Задания для самостоятельной работы:**

1. проработка вопросов, вынесенных на самостоятельное изучение основной и дополнительной литературы;
2. конспектирование материалов, работа со справочной литературой;
3. подготовка к опросу.

**Тема 25. INFORMAL COMMUNICATION (Business English)****Лабораторное занятие.**

1. New language Phrasal verbs
2. Vocabulary Arrangements and plans
3. New skill Keeping co-workers informed
4. Контрольное тестирование по пройденным темам

**Задания для самостоятельной работы:**

1. проработка вопросов, вынесенных на самостоятельное изучение основной и дополнительной литературы;
2. конспектирование материалов, работа со справочной литературой;
3. подготовка к опросу.

**Тема 26. ADVICE AND SUGGESTIONS (Business English)****Лабораторное занятие.**

1. New language Modal verbs for advice
2. Vocabulary Workplace pressures
3. New skill Giving advice

**Задания для самостоятельной работы:**

1. проработка вопросов, вынесенных на самостоятельное изучение основной и дополнительной литературы;
2. конспектирование материалов, работа со справочной литературой;
3. подготовка к опросу.

**Тема 27. TALKING ABOUT ABILITIES (Business English)****Лабораторное занятие.**

1. Vocabulary Management, leadership, and skills
2. New language Modal verbs for abilities

3. Vocabulary Workplace skills
4. New skill Describing abilities

**Задания для самостоятельной работы:**

1. проработка вопросов, вынесенных на самостоятельное изучение основной и дополнительной литературы;
2. конспектирование материалов, работа со справочной литературой;
3. подготовка к опросу.

**Тема 28. COMPARING AND CONTRASTING (Business English)**

**Лабораторное занятие.**

1. New language Discourse markers
2. Vocabulary Teamwork and team building
3. New skill Expressing your ideas

**Задания для самостоятельной работы:**

1. проработка вопросов, вынесенных на самостоятельное изучение основной и дополнительной литературы;
2. конспектирование материалов, работа со справочной литературой;
3. подготовка к опросу.

**Тема 29. CHECKING INFORMATION (Business English)**

**Лабораторное занятие.**

1. New language Subject questions, question tags
2. Vocabulary Polite checks and echo questions
3. New skill Checking information

**Задания для самостоятельной работы:**

1. проработка вопросов, вынесенных на самостоятельное изучение основной и дополнительной литературы;
2. конспектирование материалов, работа со справочной литературой;
3. подготовка к опросу.

**Тема 30. JOB DESCRIPTIONS (Business English)**

**Лабораторное занятие.**

1. Vocabulary Industries and professional attributes
2. New language Articles
3. Vocabulary Job descriptions and applications
4. New skill Describing a job

**Задания для самостоятельной работы:**

1. проработка вопросов, вынесенных на самостоятельное изучение основной и дополнительной литературы;
2. конспектирование материалов, работа со справочной литературой;
3. подготовка к опросу.

**Тема 31. APPLYING FOR A JOB (Business English)**

**Лабораторное занятие.**

1. New language Dependent prepositions
2. Vocabulary Cover-letter vocabulary
3. New skill Writing a cover letter

**Задания для самостоятельной работы:**

1. проработка вопросов, вынесенных на самостоятельное изучение основной и дополнительной литературы;
2. конспектирование материалов, работа со справочной литературой;
3. подготовка к опросу.

### Тема 32. JOB INTERVIEWS (Business English)

#### Лабораторное занятие.

1. New language Relative clauses
2. Vocabulary Job interviews
3. New skill Describing your achievements in detail

#### Задания для самостоятельной работы:

1. проработка вопросов, вынесенных на самостоятельное изучение основной и дополнительной литературы;
2. конспектирование материалов, работа со справочной литературой;
3. подготовка к опросу.

### Тема 33. STRUCTURING A PRESENTATION (Business English)

#### Лабораторное занятие.

1. Vocabulary Office and presentation equipment
2. New language Signposting language
3. Vocabulary Presentation equipment
4. New skill Structuring a presentation
5. Контрольное тестирование по пройденным темам

#### Задания для самостоятельной работы:

1. проработка вопросов, вынесенных на самостоятельное изучение основной и дополнительной литературы;
2. конспектирование материалов, работа со справочной литературой;
3. подготовка к опросу.

### Тестирование

#### Тема 1. GLOBAL (starter)

#### Progress Test 1

#### Grammar

1

1 'm not (am not)

2 is

3 's (is)

4 aren't (are not/'re not)

5 isn't (is not)

2 subject pronouns; possessive adjectives

1 c 2 b 3 c 4 b 5 a

3 a/an

a: student, doctor, chef, farmer, teacher

an: unemployed person, engineer, architect, actor, assistant

#### Vocabulary



## 4 countries and nationalities

- 1 Czech
  - 2 Polish
  - 3 Japanese
  - 4 French
  - 5 American
- 5 families
- 1 niece
  - 2 mother-in-law
  - 3 cousins
  - 4 father
  - 5 aunt

## 6 jobs and work

- 1 chef
- 2 dentist
- 3 farmer
- 4 teacher
- 5 shop assistant

## Pronunciation

## 7 word stress

- 1 Turkish
- 2 Chinese
- 3 Italian
- 4 Spanish
- 5 Russian

## 8 word stress

- 1 b 2 b 3 a 4 b 5 a

## How to ...

## 9 start and finish a basic conversation

Start: Excuse me. Good evening.

Finish: See you soon. Bye. Good night.

## Reading

## 10

- 1 Canada
- 2 (Great) Britain
- 3 husband
- 4 sister-in-law
- 5 grandchildren

## Tema 2. MY LIFE(starter)

## Progress Test 2

## Grammar

- 1 Present Simple
- 1 watches
- 2 gets
- 3 meets
- 4 does ... start
- 5 doesn't go
- 2 this/that, these/those
- 1 Those
- 2 that
- 3 This
- 4 those
- 5 These
- 3 noun plurals
- 1 dictionaries
- 2 watches
- 3 addresses
- 4 knives
- 5 cities
- Vocabulary

- 4 personal possessions
- 1 magazine
- 2 mobile phone
- 3 book
- 4 laptop computer
- 5 diary
- 5 adjectives
- 1 green
- 2 yellow
- 3 blue
- 4 brown
- 5 black
- 6 verb phrases: get, have, go
- 1 b 2 b 3 c 4 a 5 c

### Tema 3. AROUND TOWN(starter)

#### Progress Test 3

#### Grammar

- 1 adverbs of frequency
- 1 Jake is often at home on Sundays.
- 2 Holly occasionally goes on the Internet in the morning.
- 3 I am never at work after six o'clock.
- 4 Our friends always visit us on Tuesdays.
- 5 Tom usually goes to the gym in the evening.
- 2 can / can't
- 1 Lucia can repair cars but she can't drive.
- 2 Matt can play the piano but he can't sing.

- 3 Paolo can windsurf but he can't swim.
- 4 Shane can't ride a bike but he can run fast.
- 5 I can't play tennis but I can play football.
- 3 play, do and go + activities
- 1 a 2 c 3 c 4 b 5 a

#### Vocabulary

- 4 days of the week
- 1 Tuesday
- 2 Wednesday
- 3 Thursday
- 4 Friday
- 5 Saturday
- 5 activities
- 1 c 2 a 3 a 4 b 5 a

- 6 numbers
- 1 six hundred and sixty
- 2 sixteen
- 3 sixty thousand
- 4 six hundred and one
- 5 six million

#### Tema 4. TRAVEL(starter)

#### Progress Test 4

#### Grammar

- 1 countable and uncountable nouns: much/many/a lot of
- 1 much
- 2 many
- 3 a lot of
- 4 a lot of
- 5 much
- 2 a / an, some and any
- 1 a 2 b 3 c 4 a 5 a
- 3 subject/object pronouns
- 1 it
- 2 she
- 3 me
- 4 us
- 5 them
- 4 containers
- 1 carton
- 2 bottle
- 3 jar
- 4 tube
- 5 box
- 5 food

- 1 potato
- 2 fish
- 3 pineapple
- 4 pasta
- 5 eggs
- 6 adjectives
- 1 healthy
- 2 unhealthy
- 3 fit
- 4 tired
- 5 thirsty

### Tema 5. PEOPLE (starter)

#### Progress Test 5

##### Grammar

- 1 there is/there are
- 1 There aren't/there are not
- 2 there's/there is
- 3 There are
- 4 there isn't/there is not
- 5 Are there
- 2 have got
- 1 Giulia hasn't got a DVD recorder.
- 2 Have you got a dishwasher?
- 3 We haven't got a garden.
- 4 I've got a very small apartment.
- 5 Have they got double glazing in their house?
- 3 modifiers: (not) very, quite, really
- 1 really
- 2 quite
- 3 very
- 4 really
- 5 very

##### Vocabulary

- 4 rooms
- 1 attic
- 2 cellar
- 3 dining room
- 4 shower room
- 5 study
- 5 equipment
- 1 cooker
- 2 dishwasher
- 3 fridge
- 4 microwave
- 5 washing machine

6 landscapes

1 lake

2 forest

3 rivers

4 islands

5 city

Pronunciation

7 /æ/ and /ɒ/

/æ/ hat, packet, attic, tap, lamp,

/ɒ/ forest, top, cottage, dishwasher, pocket

8 main stress

1 detached

2 beautiful

3 competition

4 remember

5 dishwasher

6 luxurious

7 forest

8 cupboard

9 double glazing

10 shower room

How to ...

9 talk about where you come from

1 apartment

2 city

3 wide

4 mountains

5 beautiful

Reading

10

1 F 2 T 3 T 4 F 5 T

## Tema 6. AT HOME(starter)

Progress Test 6

Grammar

1 past simple of to be

1 wasn't

2 was

- 3 Was
- 4 Were
- 5 weren't
- 2 past simple form of regular verbs
- 1 jogged
- 2 didn't study
- 3 planned
- 4 Did ... go
- 5 wanted
- 3 Past Simple: irregular verbs
- 1 bought
- 2 spent
- 3 ate
- 4 saw
- 5 had
- Vocabulary

- 4 places and shops in a town/city
- 1 power station
- 2 library
- 3 art gallery
- 4 airport
- 5 park
- 5 shops
- 1 supermarket
- 2 newsagent's
- 3 stationer's
- 4 department
- 5 shopping
- 6 time expressions
- 1 last
- 2 those
- 3 in
- 4 yesterday
- 5 a few

## Tema 7. LEISURE(starter)

### Progress Test 7

#### Grammar

- 1 articles: a, an and the
- 1 the
- 2 an
- 3 a
- 4 the
- 5 the
- 2 pronoun: one/ones
- 1 one
- 2 one

- 3 ones
- 4 ones
- 5 one
- 3 possessive pronouns
- 1 mine
- 2 hers
- 3 its
- 4 ours
- 5 yours
- Vocabulary
- 4 describing appearance
- 1 c 2 a 3 b 4 c 5 a
- 5 describing personality
- 1 shy
- 2 friendly
- 3 confident
- 4 nice
- 5 unfriendly
- 6 dates
- 1 thirty-first
- 2 February
- 3 twelfth
- 4 twenty-second
- 5 September

### Tema 8. THE PAST(starter)

#### Progress Test 8

##### Grammar

- 1 Present Continuous
- 1 isn't sitting
- 2 is making / 's making
- 3 are playing
- 4 am studying / 'm studying
- 5 is snowing / 's snowing
- 2 position of adjectives
- 1 That's a beautiful new scarf.
- 2 My watch was very expensive.
- 3 Do you have any dark cotton shorts?
- 4 These leather boots are very tight.
- 5 Jack is wearing a new silk shirt.
- 3 Present Simple and Present Continuous
- 1 always celebrate
- 2 is watching
- 3 are you wearing
- 4 sometimes have
- 5 doesn't snow

##### Vocabulary

- 4 clothes
- 1 coat

- 2 gloves
- 3 skirt
- 4 suit
- 5 hat
- 5 clothes adjectives
- 1 a 2 c 3 c 4 a 5 b
- 6 weather
- 1 raining
- 2 hot
- 3 cloudy
- 4 snowing
- 5 heat wave

### Тема 9. MONEY(starter)

#### Progress Test 9

#### Grammar

- 1 comparison of adjectives
- 1 funnier than
- 2 better than
- 3 more expensive than
- 4 older than
- 5 more exciting than
- 2 superlative adjectives
- 1 the funniest
- 2 the most romantic
- 3 The oldest
- 4 the worst
- 5 the best
- 3 like/love/hate/prefer
- 1 When it's cold, I prefer staying at home.
- 2 Mario prefers music to plays.
- 3 I hate watching horror films.
- 4 Dana likes cartoons more than comedies.
- 5 We prefer going to the theatre to going to the cinema.

#### Vocabulary

- 4 the arts
- 1 painting
- 2 rap music
- 3 rock music
- 4 graffiti
- 5 Oscar
- 5 the arts
- 1 exhibition
- 2 film
- 3 talent show
- 4 ballet
- 5 play



- 6 films
  - 1 love story
  - 2 musicals
  - 3 horror film
  - 4 Oscar
  - 5 villain
- Pronunciation

#### 7 /ə/ in comparatives

- 1 My car is faster than yours.
- 2 Norway is colder than France.
- 3 I'm healthier than you.
- 4 London is bigger than Madrid.
- 5 Our house is smaller than John's.
- 6 You're better than me at tennis.
- 7 Juan is nicer than his brother.
- 8 Dad's a lot taller than Mum.
- 9 You're older than me.
- 10 Max is funnier than Ben.

#### 8 intonation in yes/no questions

- 1 ↘
- 2 ↗
- 3 ↗
- 4 ↘
- 5 ↗

#### How to ...

#### 9 make and respond to suggestions

- 1 What shall we do at the weekend?
- 2 Why don't we watch a film?
- 3 What about going out for dinner?
- 4 Let's meet at the cinema.
- 5 I don't like horror films.

#### Reading

10

- 1 Ruth 2 Jane 3 Barry 4 Bella 5 Dan

### Tema 10. CHANGES(starter)

#### Progress Test 10

#### Grammar

- 1 -ing form as a noun
- 1 Flying
- 2 Horse-riding

- 3 Watching
- 4 Going
- 5 Driving
- 2 Present Perfect
- 1 haven't ridden
- 2 Have ... heard
- 3 have bought / 've bought
- 4 has met / 's met
- 5 have forgotten / 've forgotten
- 3 Present Perfect and Past Simple
- 1 flew
- 2 has ... travelled
- 3 bought
- 4 Have ... been
- 5 didn't see

#### Vocabulary

- 4 transport
- 1 tram
- 2 train
- 3 boat
- 4 motorbike
- 5 water bus
- 5 transport
- 1 station
- 2 garage
- 3 platform
- 4 first
- 5 long-haul
- 6 activities
- 1 river
- 2 kite
- 3 lake
- 4 boat
- 5 mountain

#### Pronunciation

- 7 long and short vowels
- 1 hard, arm, departure
- 2 bad, match, plan, tram
- 3 taught, talk, short, airport
- 4 hot, gone, rock
- 5 green, feel, heat
- 6 fit, sit, hit
- 8 /ɪ/
- 1 We've been out for dinner every night this week.
- 2 Have you ever been bungee jumping?
- 3 We haven't been here before.
- 4 I've never been to Italy.

5 They've often been to classical concerts.

How to ...

9 ask for and give directions

1 Can you tell me the way to the station?

2 Do you know the way to the station?

3 Go straight on to the post office.

4 Go along the road and it's on the right.

5 The school is at the end of the street.

Reading

10

1 c 2 f 3 e 4 b 5 d

## Tema 11. YOUR LIFE(elementary)

Progress Test 11

Grammar

1 can/can't, have to/don't have to

1 c 2 a 3 c 4 a 5 b

2 wh- questions

1 How much

2 When

3 Whose

4 Why

5 How tall

3 the imperative

1 Leave

2 Don't drive

3 Don't sit

4 Listen

5 Don't forget

Vocabulary

4 school subjects

1 science

2 geography

3 literature

4 mathematics

5 chemistry

5 education

1 academic

2 training

3 student

4 trainer

5 college

6 driving

1 driving test

- 2 fine
- 3 points
- 4 traffic light
- 5 driving licence

## Pronunciation

- 7 /f/ and /v/

1 v 2 f 3 f 4 v 5 f

- 8 intonation of wh- questions

1 ↘

2 ↗

3 ↘

4 ↘

5 ↗

## How to ...

- 9 check information and ask for repetition

1 Can

2 repeat

3 right

4 ask

5 Sorry

## Reading

10

1 F 2 T 3 T 4 T 5 F

## Tema 12. ROUTINES

### Progress Test 12

#### Grammar

- 1 be going to

1 We're not / We aren't going to go abroad on holiday next year.

2 Jana's going to take a course in acting.

3 Phil's not / Phil isn't going to study at university.

4 I'm going to start playing the guitar again.

5 Tom's going to look for a new job.

2 infinitive of purpose

1 We bought an old car to save some money.

2 I left home to live abroad.

3 Hans went to the UK to practise his English.

4 Kim started singing to go on a talent show.

5 Lee goes cycling every day to get fit.

- 3 like/love and would like/would love
- 1 to go
- 2 eating
- 3 to be
- 4 working
- 5 to live

### Vocabulary

- 4 activities
- 1 bungee jumping
- 2 sailing
- 3 white-water rafting
- 4 horse-riding (riding)
- 5 kayaking

- 5 fame
- 1 talent show
- 2 politician
- 3 fortune
- 4 ambition
- 5 acting
- 6 future time expressions
- 1 tomorrow
- 2 after tomorrow
- 3 next
- 4 now
- 5 later

### Pronunciation

- 7 sentence stress
- 1 You're going to find a new job.
- 2 They're going to have a holiday.
- 3 We're going to learn German.
- 4 I'm going to sell my car.
- 5 He's going to cook some pasta.
- 8 /aɪ/ and /eɪ/

/aɪ/ mine, white, fried, light, fly

/eɪ/ fame, rain, late, take, play

How to ...

- 9 ask about and talk about plans and ambitions
- 1 I'm certainly going to spend one week at home.

- 2 I'm planning to go back in September.
- 3 I'd like to work for two months.
- 4 I really want to work with children.
- 5 I hope to start a course.

Reading

10

1 T 2 F 3 T 4 F 5 T

### Тема 13. ACTIVITIES(elementary)

#### QUESTIONS:

(Choose the best response for each one)

Начало формы

1. When someone "brings something to the table", it means that he/she \_\_\_\_\_.

has something to offer

has nothing to offer

buy everyone lunch

2. HP is one of Dell's main \_\_\_\_\_.

computers

competitors

controllers

3. It's pretty hard to \_\_\_\_\_ against big, established companies.

compete

complete

competition

4. James \_\_\_\_\_ last year.

changed his jobs

changed jobs

made a change in jobs

5. It's not good to \_\_\_\_\_ yourself entirely to your career.

denigrate

detonate

dedicate

6. Bill, I need your \_\_\_\_\_ on this. What do you think of this design?

intake

install

input

7. I thought you \_\_\_\_\_ at the conference.

did a really good job

really did a job

did really a good job

8. P1: We've got a meeting in 10 minutes. Do I have to \_\_\_\_\_?

P2: Yes, you do.

atone

attend

attain

9. I'd like you to do a little \_\_\_\_\_ on investment strategies.

present

presenting

presentation

10. He's away \_\_\_\_\_ at the moment, but he'll be back in an hour.

from his desk

from a desk

from the desk

11. Let's have lunch on Thursday. = Let's \_\_\_\_\_ on Thursday.

do lunch

lunch

eat lunch

12. Generally speaking, a good manager \_\_\_\_\_ a smooth production process.

ensures

makes sure

is sure

13. Good time management skills are \_\_\_\_\_ (= very important) to maintaining a smooth workflow.

critique

criticized

critical

14. I was \_\_\_\_\_ with my other tasks to finish the report.

very busy

too busy

excessively busy

15. I'd like to have that by \_\_\_\_\_ Friday.

end of the day



ending

end of day/ the end of

16. I'm happy to inform you that we've reached another \_\_\_\_\_ (= significant completion point) with the successful completion of user testing.

milestone

mile

marker

17. After you visualize and plan a project, you have to \_\_\_\_\_ it.

implement

imply

implode

18. In the modern business world, "assigning multiple resources to a single activity" means:

spending lots of money to do a task

getting one person to do a task

getting two or more people to do a task

19. We need someone who knows how to use offline advertising to \_\_\_\_\_ (= increase) online sales.

gain

drive

get

20. These issues could \_\_\_\_\_ (= endanger) the completion of this project.

jeopardy

jeopardize

dangerКонец формы

# Тема 14. FOOD(elementary)

## QUESTIONS:

(Choose the best response for each one)

Начало формы

1. P1: When did John start working here? P2: He was \_\_\_\_\_ about two months ago.

hire

taken

hired

2. I can't go out. My \_\_\_\_\_ is almost over.

break for lunch

lunch break

food break

3. Many of our employees take their breaks in the \_\_\_\_\_.

breakfast room

lunch room/lunchroom

criticized

4. In many offices, employees work in little areas called \_\_\_\_\_.

cubes/cubicles

boxes

rooms

5. You are going to have to \_\_\_\_\_ your cubicle with two other employees.

divide

coexist in

share

6. Everyone has to leave the office during a fire \_\_\_\_\_.

drill

alarm

time

7. I can't \_\_\_\_\_ to my computer.

log in

log out

log

8. You don't have to wear a tie, but you have to wear a \_\_\_\_\_.

shirt

t-shirt

dress shirt

9. Do you have a dress \_\_\_\_\_ at your company?

requirement

code

law

10. I'm going on a \_\_\_\_\_ next month. I'm meeting with one of our clients in Singapore.

business trip

work trip

business travel

11. John isn't a permanent employee; he's a \_\_\_\_\_.

temp

part-time

hired

12. \_\_\_\_\_ means that someone gets hired as a temporary employee, and then, in time, has the chance to become a permanent employee.

Temp-to-full

Temp-to-hire

Temp-to-non-temp

13. I can't make it at 2. I have an important meeting \_\_\_\_\_ (= I have to attend).

I can't get out

I can't get out from

I can't get out of

14. Make sure you \_\_\_\_\_ with Nancy about what we all discussed this morning.

follow-up

follow

converse

15. He's got a really positive \_\_\_\_\_. He'll do well at this company.

look

sense

attitude

16. A "micromanager" wants to \_\_\_\_\_.

let his employees work independently

have total control over everything

bankrupt the company s/he works for

17. You should always wear your name \_\_\_\_\_. (= a little piece of paper with your name that you wear on your shirt) when you're at work.

tag

paper

patch

18. Tony, can you \_\_\_\_\_ these documents and see if there's anything in them about the Dell contract?

observe

look through

look

19. P1: Can we meet at 2:00 PM? P2: Let me check my \_\_\_\_\_.

requirement

schedule

clock

20. Marketing really dropped the \_\_\_\_\_ on this one. (= really made a big mistake)

balls

bowl

ball

Конец формы

## Тема 15. HOME(elementary)

### QUESTIONS:

(Choose the best response for each one)

1. I don't think I can take on any more projects right now. I have too much \_\_\_\_\_ already.

on my platter

on my plate

on my mind

2. The USA is one of the easiest places in the world to \_\_\_\_\_.

make a business

commence a business

start a business

3. I'm swamped. = I'm \_\_\_\_\_.

drowning

really busy

confused

4. What's on the \_\_\_\_\_ today? (= What's the plan for today?/ What do we have to do today?)

agenda

board

notebook

5. I'm a little confused about the timeline. Could you \_\_\_\_\_ (= explain it to me) again?

walk me through it

walk me through

converse with me

6. What's a "timeline"?

A thin watch

A deadline

A schedule

7. I have a couple of things I'd like to talk about. I'm going to go through them  
\_\_\_\_\_. (= one by one)

in order

by order

orderly

8. Tony is always \_\_\_\_\_ the meeting by being late.

holding up

keeping up

bringing up

9. I have a terrible boss! He never gives me any positive \_\_\_\_\_ on the work I do.  
(= he never compliments my work)

feed

feedback

opinions

10. A business's "core competency" is something that it can do well, something that sets it apart from its competitors, and is difficult for these competitors to \_\_\_\_\_. (= copy)

initiate

inform

imitate

11. When you're "bouncing ideas off each other", you're \_\_\_\_\_.

exchanging ideas

agreeing with someone else's idea

playing basketball

12. Lisa, the marketing rep, and I have been playing \_\_\_\_\_ this whole week.  
(We've been trying to reach each other, but we keep getting each other's voice mail)

phone games

phone tag

phone contact

13. What's "voice mail"?

A messaging service that allows you to leave messages when you call someone

A voice attachment on an email

A package with a CD

14. I think David should do the presentation. Database architecture is his \_\_\_\_\_.

topic of expertise

area of expertise

field of knowledge

15. Your report is a little short. I think you have to \_\_\_\_\_ a little more.

learn the topic

research the substance

research the topic

16. Our meetings are always quite informal, but we get \_\_\_\_\_.

much done

much finished

a lot done



17. Where can I get a pen?

In the supply room

In the lunch room

In the conference room

18. What's a binder?

paper

a notebook cover (often with rings or clamps for holding sheets)

a mean boss

19. I've always wanted to \_\_\_\_\_ a career in oceanography.

persuade

perhaps

pursue

20. No, I'm sorry I'm not \_\_\_\_\_ with that service. (= I haven't heard about that service)

familiar

famous

famished

#### Tema 16. CITY LIFE(elementary)

#### QUESTIONS:

(Choose the best response for each one)

1. A company's \_\_\_\_\_ is the supply of goods it has for sale.

inventory

invention

inversion

2. A good CEO will make \_\_\_\_\_ business decisions.

sound

sonic

musical

3. It's not economically \_\_\_\_\_ (= profitable/worthwhile) for us to pursue this.

fast

worthy

feasible

4. We have to examine the \_\_\_\_\_ (race, age, income, etc.) of our customer base.

democracy

demographics

demonstrations

5. Our \_\_\_\_\_ is to provide high quality veterinary service.

statement

mishap

mission

6. This seminar will show you how to \_\_\_\_\_ (= improve) your sales and marketing campaigns.

vary

variable

variety

7. To make an "informed" choice, means to make a \_\_\_\_\_ choice.

wise

frivolous

neutral

8. A "white paper" is an \_\_\_\_\_ report.

authored

authentic

authoritative

9. The manager didn't see any \_\_\_\_\_ ( = real) benefits to his approach.

tangy

tangible

tinged

10. The kids who will receive these computers are the ones who will ultimately \_\_\_\_\_ of this project.

rope the benefits

reap the benefits

take the benefits

11. Our organization is one of the main \_\_\_\_\_ in the water initiative program. ( = an integral part of the program)

holders

takers

stakeholders

12. Call one of the \_\_\_\_\_ guys to come fix your computer.

sales support

tech support

technical know-how

13. James and I don't really see \_\_\_\_\_ on this issue. (= we don't really agree)

face-to-face

eye-to-eye

eyes-to-eyes

14. I'm sorry, he's \_\_\_\_\_ right now. Can he call you back?

in a meeting

in meeting

with a meeting

15. \_\_\_\_\_ (= I think), we should concentrate more on customer service.

The way I think

In other words

The way I see things

16. Paul, can we \_\_\_\_\_ your input on this?

get

receive

take

17. He makes \_\_\_\_\_.

an excellent point

excellent point

an excellent idea

18. I understand. = I see \_\_\_\_\_.

what you say

what you think

what you mean

19. I agree with you \_\_\_\_\_.

up to your point

up to a point

up to a moment

20. What are the \_\_\_\_\_ on this? = What do we do next?

next steps

next moves

next actions

### Tema 17. PEOPLE(elementary)

#### QUESTIONS:

(Choose the best response for each one)

1. What are you \_\_\_\_\_? = What are you trying to say?

getting at

getting

making

2. I'm sorry, Lynn, I didn't \_\_\_\_\_ (= understand/hear) that last figure.

engage

catch/get

grasp

3. Janine has \_\_\_\_\_ a lot to the development of this company.

constrained

calculated

contributed

4. We're running a little short \_\_\_\_\_. (= we don't have much time left)

of time

in time

time

5. Bill told me that my issue was \_\_\_\_\_ of the meeting. (= not part of what the meeting was about)

outside the boundary

out the door

outside the scope

6. Let's \_\_\_\_\_ (= talk) tomorrow.

touch bases

touch base

touch wood

7. She's really good at \_\_\_\_\_ (= generating) creative solutions.

coming up with

coming on to

getting on with

8. In business jargon, when something is "on someone's radar":

they are not aware of something

they are aware of something

they are a pilot

9. Let's leave that issue for \_\_\_\_\_.

other meeting

another meeting

the future

10. It's critical not to \_\_\_\_\_ of the main point.

see

lose site

lose sight

11. Bill's company has broken its four-quarter streak of declining \_\_\_\_\_.

revenue

reviews

cash

12. Revenue from license sales \_\_\_\_\_ 5% during the second quarter of 2013.

down

fell

fell through

13. Because of good business decisions, our company is growing faster than \_\_\_\_\_.

assumed

expecting

expected

14. We expect \_\_\_\_\_ growth during the next couple of quarters.

modest

shy

mid-range

15. The CEO announced that the company was taking a new \_\_\_\_\_.

way

highway

direction

16. The 90's stock market \_\_\_\_\_ created scores of (= many) dot-com millionaires.

boon

boom

book

17. A \_\_\_\_\_ company is one that isn't going to last very long. It's here one day, and gone the next.

fly-by-night

night

flighty

18. The company spokesperson \_\_\_\_\_ to answer any questions.

decided

declined

decried

19. We're a little worried. One of our major \_\_\_\_\_ is growing at a rapid rate.

competition



competitors

compete

20. Bill was trying to come up with a scheme to steal money from the company, but his boss \_\_\_\_\_ to this scheme and fired him.

caught

caught up

caught on

### Tema 25. INFORMAL COMMUNICATION (Business English)

#### QUESTIONS:

(Choose the best response for each one)

1. Their profits increased dramatically. = Their profits went \_\_\_\_\_.

by the wayside

through the roof

on and on

2. Not many people use this product. = The \_\_\_\_\_ for this product is weak.

request

use

demand

3. The company is \_\_\_\_\_ (= being criticized heavily) for some of their policies.

overvalued

under fire

under-funded

4. He didn't write the report himself. He \_\_\_\_\_ it with his colleague.

co-authored

authorized

cooperated

5. To write and release a public letter = To \_\_\_\_\_ a public letter

issue

insure

inspect

6. The buyout took him by surprise. = He was \_\_\_\_\_ by the buyout.

emboldened

unaffected

blindsided

7. They couldn't reach a deal. = They couldn't \_\_\_\_\_ a deal.

hammer out

put out

come across

8. They rejected his first offer. = They rejected his \_\_\_\_\_.

initial bid

first bidding

innovative bidding

9. He wasn't sure about the accepting the proposal. = He was \_\_\_\_\_ about accepting the proposal.

hesitated

hesitant

hesitate

10. The talks are at a \_\_\_\_\_. = There is no progress being made at the talks.

buyout

bankruptcy

standstill

11. The two candidates have never argued, so there is no \_\_\_\_\_ between them. (= there is no grudge stemming from previous arguments, disputes, etc.)

bad blood

bad news

bad manners

12. Investors got \_\_\_\_\_ (= very upset) about the news.

bent out of shape

an earful

blown out of proportion

13. This is not as serious as it seems. It just got \_\_\_\_\_ (= its importance was exaggerated).

bent out of shape

an earful

blown out of proportion

14. Jim got \_\_\_\_\_ from his boss. = Jim was reprimanded by his boss.

bent out of shape

an earful

blown out of proportion

15. To affect the stock price = To \_\_\_\_\_ the stock price

insure

instigate

impact

16. Jim wanted to \_\_\_\_\_ his house against fire.

insure

impact

instigate

17. They wanted to create a conflict between the two firms. = They wanted to \_\_\_\_\_ a conflict between the two firms.

instigate

insure

impact

18. He focused in on a good strategy. = He \_\_\_\_\_ on a good strategy.

called up

pulled up

honed in

19.. Let me explain/clarify. = Let me \_\_\_\_\_ on this.

shine light

shine some light

shine the light

20. They went bankrupt last year. = They \_\_\_\_\_ last year.

flooded

folded

fell

Тема 33. STRUCTURING A PRESENTATION (Business English)

**QUESTIONS:**

(Choose the best response for each one)

1. When did you start your current \_\_\_\_\_ ( = job)?

position

place

work

2. I left my last job because I felt that they didn't recognize my \_\_\_\_\_.

accomplishments

accommodations

acclimation

3. I've always been a team \_\_\_\_\_. ( = I've always worked well with other people)

play

worker

player

4. I believe I'm a good \_\_\_\_\_ for this position.

fitness

fit

man

5. Tell me a little about your \_\_\_\_\_ job ( = your last job).

past

finished

previous

6. I developed good communication skills \_\_\_\_\_ as a customer service representative.

while working

when working

by working

7. What does "rep" stand for?

representative

republican

reprimand

8. You shouldn't discuss salary until the interviewer \_\_\_\_\_ ( = starts talking about it).

brings up

brings it on

brings it up

9. An interviewer might ask you what your "salary \_\_\_\_\_" are. This is the formal way of asking how much money you require.

needs

requirements

desires

10. Many companies want to hire someone who can \_\_\_\_\_ well.

take pressure/stress

handle pressure/stress

get pressure/stress

11. I had a good working relationship with my \_\_\_\_\_ (= boss).

supervisor

superior

superintendent

12. During an interview, you might be asked to describe how you \_\_\_\_\_ (= resolved) a difficult situation.

dealt

dealt with

went through

13. We need someone who can work under minimum \_\_\_\_\_.

supervision

supervisor

superior

14. Instead of using the word "difficult" to describe something, you should use a more positive word like:

really hard

challenging

awful

15. Is there an \_\_\_\_\_ of which you are particularly proud?

action

atonement

achievement

16. An interviewer will ask you about your strengths, but he/she might also ask about your \_\_\_\_\_.

challenges

week

weaknesses

17. I was \_\_\_\_\_ for developing the company's intranet.

responsible

made

responsive

18. Some of my \_\_\_\_\_ included helping customers, filing complaints, and dealing with emergency situations.

jobs

duties/ responsibilities

activities

19. When someone asks you to "outline your experience" they want you to:

forget about your experience

brag about your experience

talk about your experience

20. Things/activities done on your free time (hobbies, etc) are known as " \_\_\_\_\_ activities".

extracurricular

extra

extraneous

4.3 Промежуточная аттестация по дисциплине проводится в форме зачета, экзамена



### Типовые вопросы зачета (УК-4)

1. Complete the sentences with the correct form of the verbs in brackets.
2. Read the restaurant review. Match the headings (1–5) with the paragraphs (A–F).
3. Write complete sentences using the prompts and the Past Continuous or Past Simple.

### Типовые задания для зачета (УК-4)

Не предусмотрено

### Типовые вопросы экзамена (УК-4)

Не предусмотрено

### Типовые задания для экзамена (УК-4)

1. When writing a report, you may need to use different past tenses to show sequences of events. You may also need to use more formal phrasing. Read the report and answer the questions.
2. Use the present continuous to inform clients about current situations and future arrangements. Continuous tenses can also soften questions and requests. Rewrite the present continuous sentences, correcting the errors.
3. When you are presenting to an audience, it is important to structure your talk in a way that is clear and easy to understand. Certain set phrases can help you do this. Rewrite the sentences, putting the words in the correct order.

#### 4.4. Шкала оценивания промежуточной аттестации

##### Зачет

| Оценка                          | Компетенции | Дескрипторы (уровни) – основные признаки освоения (показатели достижения результата)   |
|---------------------------------|-------------|--|
| «зачтено»<br>(50 - 100 баллов)  | УК-4        | Показал способность пользоваться иностранным языком как средством делового общения. Овладел навыками межкультурной коммуникации в ее языковой, предметной и деятельностной формах.             |
| «не зачтено»<br>(0 - 49 баллов) | УК-4        | Не смог показать способность пользоваться иностранным языком как средством делового общения. Не овладел навыками межкультурной коммуникации в ее языковой, предметной и деятельностной формах. |

##### Экзамен

| Оценка                                  | Компетенции | Дескрипторы (уровни) – основные признаки освоения (показатели достижения результата)  |
|---|-------------|---|
| «отлично»<br>(85 - 100 баллов)          | УК-4        | Планирует и организывает совещания, деловые беседы, дискуссии по заданной теме; аргументированно и конструктивно отстаивает свою точку зрения, позицию, идею в академических и профессиональных дискуссиях на государственном и иностранном языках. |
| «хорошо»<br>(70 - 84 баллов)            | УК-4        | Может участвовать в деловых беседах, дискуссии по заданной теме; может выразить свою точку зрения, позицию, идею в академических и профессиональных дискуссиях на государственном и иностранном языках.   |
| «удовлетворительно»<br>(50 - 69 баллов) | УК-4        | Может выразить свою точку зрения в профессиональных дискуссиях на государственном и иностранном языках.   |

|  |      |  |
|--|------|--|
| «неудовлетворительно»<br>(менее 50 баллов) | УК-4 | Не может аргументированно и конструктивно отстаивать свою точку зрения, позицию, идею в академических и профессиональных дискуссиях на государственном и иностранном языках. |
|--|------|--|

## 5. Методические указания для обучающихся по освоению дисциплины (модуля)

### 5.1 Методические указания по организации самостоятельной работы обучающихся:

Приступая к изучению дисциплины, в первую очередь обучающимся необходимо ознакомиться содержанием рабочей программы дисциплины (РПД), которая определяет содержание, объем, а также порядок изучения и преподавания учебной дисциплины, ее раздела, части.

Для самостоятельной работы важное значение имеют разделы «Объем и содержание дисциплины», «Учебно-методическое и информационное обеспечение дисциплины» и «Материально-техническое обеспечение дисциплины, программное обеспечение, профессиональные базы данных и информационные справочные системы».

В разделе «Объем и содержание дисциплины» указываются все разделы и темы изучаемой дисциплины, а также виды занятий и планируемый объем в академических часах.

В разделе «Учебно-методическое и информационное обеспечение дисциплины» указана рекомендуемая основная и дополнительная литература.

В разделе «Материально-техническое обеспечение дисциплины, программное обеспечение, профессиональные базы данных и информационные справочные системы» содержится перечень профессиональных баз данных и информационных справочных систем, необходимых для освоения дисциплины.

### 5.2 Рекомендации обучающимся по работе с теоретическими материалами по дисциплине

При изучении и проработке теоретического материала необходимо:

- просмотреть еще раз презентацию лекции в системе MOODLe, повторить законспектированный на лекционном занятии материал и дополнить его с учетом рекомендованной дополнительной литературы;
- при самостоятельном изучении теоретической темы сделать конспект, используя рекомендованные в РПД источники, профессиональные базы данных и информационные справочные системы;
- ответить на вопросы для самостоятельной работы, по теме представленные в пункте 3.2 РПД.
- при подготовке к текущему контролю использовать материалы фонда оценочных средств (ФОС).

### 5.3 Рекомендации по работе с научной и учебной литературой

Работа с основной и дополнительной литературой является главной формой самостоятельной работы и необходима при подготовке к устному опросу на семинарских занятиях, к дебатам, тестированию, экзамену. Она включает проработку лекционного материала и рекомендованных источников и литературы по тематике лекций.

Конспект лекции должен содержать реферативную запись основных вопросов лекции, в том числе с опорой на размещенные в системе MOODLe презентации, основных источников и литературы по темам, выводы по каждому вопросу. Конспект может быть выполнен в рамках распечатки выдачи презентаций лекций или в отдельной тетради по предмету. Он должен быть аккуратным, хорошо читаемым, не содержать не относящуюся к теме информацию или рисунки.

Конспекты научной литературы при самостоятельной подготовке к занятиям должны содержать ответы на каждый поставленный в теме вопрос, иметь ссылку на источник информации с обязательным указанием автора, названия и года издания используемой научной литературы. Конспект может быть опорным (содержать лишь основные ключевые позиции), но при этом позволяющим дать полный ответ по вопросу, может быть подробным. Объем конспекта определяется самим студентом.

В процессе работы с основной и дополнительной литературой студент может:

- делать записи по ходу чтения в виде простого или развернутого плана (создавать перечень основных вопросов, рассмотренных в источнике);
- составлять тезисы (цитирование наиболее важных мест статьи или монографии, короткое изложение основных мыслей автора);

- готовить аннотации (краткое обобщение основных вопросов работы);
- создавать конспекты (развернутые тезисы).

#### 5.4. Рекомендации по подготовке к отдельным заданиям текущего контроля

Собеседование предполагает организацию беседы преподавателя со студентами по вопросам практического занятия с целью более обстоятельного выявления их знаний по определенному разделу, теме, проблеме и т.п. Все члены группы могут участвовать в обсуждении, добавлять информацию, дискутировать, задавать вопросы и т.д.

Устный опрос может применяться в различных формах: фронтальный, индивидуальный, комбинированный. Основные качества устного ответа подлежащего оценке:

- правильность ответа по содержанию;
- полнота и глубина ответа;
- сознательность ответа;
- логика изложения материала;
- рациональность использованных приемов и способов решения поставленной учебной задачи;
- своевременность и эффективность использования наглядных пособий и технических средств при ответе;
- использование дополнительного материала;
- рациональность использования времени, отведенного на задание.

Устный опрос может сопровождаться презентацией, которая подготавливается по одному из вопросов практического занятия. При выступлении с презентацией необходимо обращать внимание на такие моменты как:

- содержание презентации: актуальность темы, полнота ее раскрытия, смысловое содержание, соответствие заявленной темы содержанию, соответствие методическим требованиям (цели, ссылки на ресурсы, соответствие содержания и литературы), практическая направленность, соответствие содержания заявленной форме, адекватность использования технических средств учебным задачам, последовательность и логичность презентуемого материала;
- оформление презентации: объем (оптимальное количество), дизайн (читаемость, наличие и соответствие графики и анимации, звуковое оформление, структурирование информации, соответствие заявленным требованиям), оригинальность оформления, эстетика, использование возможности программной среды, соответствие стандартам оформления;
- личностные качества: ораторские способности, соблюдение регламента, эмоциональность, умение ответить на вопросы, систематизированные, глубокие и полные знания по всем разделам программы;
- содержание выступления: логичность изложения материала, раскрытие темы, доступность изложения, эффективность применения средств ИКТ, способы и условия достижения результативности и эффективности для выполнения задач своей профессиональной или учебной деятельности, доказательность принимаемых решений, умение аргументировать свои заключения, выводы.

## 6. Учебно-методическое и информационное обеспечение дисциплины

### 6.1 Основная литература:

1. Бортникова Т.Г., Зимина Е.И., Кондакова Н.Н., Лычаная С.А. Лексический минимум: английский язык : учеб. пособие. - Тамбов: [Издат. дом ТГУ им. Г.Р. Державина], 2014. - 188 с.
2. Зусман Ю.А. Перевод официально-деловой документации (с английского языка на русский и с русского на английский) : учеб. пособие. - Тамбов: [Издат. дом ТГУ им. Г.Р. Державина], 2014. - 304 с.

### 6.2 Дополнительная литература:

1. Виноградова С.Г. Я изучаю английский язык на начальном этапе : учеб. пособие по англ. яз. как второму иностранному. - 2-е изд., доп.. - Тамбов: [Изд-во ТГУ], 2008. - 116 с.

2. Дроздова Т.Ю., Берестова А.И., Маилова В.Г. English grammar : Reference & practice : With a separate key volume : Учеб. пособие для старшекл. и студ. неязыковых вузов с углубл. изучением англ. яз.. - 8-е изд., испр. и доп.. - СПб.: Антология, 2003. - 343 с.
3. Халилова Л.А. English for students of economics : учебник для студ. образовательных учреждений среднего проф. образования. - 2-е изд.. - М.: Форум, 2010. - 382 с.
4. Мэрфи Р. Практическая грамматика английского языка (Essential Grammar in Use), 1994. - с.
5. Murphy (Мерфи) Raymond (Раймонд) English Grammar in Use [Грамматика английского языка] : a self-study reference and practice book for intermediate students of English : with answers. - 2-th ed.. - [Cambridge [etc.]: Cambridge University Press, 2001. - X, 350 p.
6. Ч. 2, 1993. - 510, [1] с.

### 6.3 Иные источники:

1. Oxford Dictionaries. Lexico - <https://www.lexico.com>
2. База текстов на английском языке - [www.language-to-go.com](http://www.language-to-go.com)
3. Электронная библиотека - [www.wikipedia.uk/](http://www.wikipedia.uk/)
4. сайт BBC 6-minute English - <http://www.bbc.co.uk/worldservice/learningenglish/general/sixminute/>
5. Сайт журнала Экономист on-line - <http://www.economist.com/>
6. Журнал «Экономист» - <http://www.economist.com.ru/>

## 7. Материально-техническое обеспечение дисциплины, программное обеспечение, профессиональные базы данных и информационные справочные системы

Для проведения занятий по дисциплине необходимо следующее материально-техническое обеспечение: учебные аудитории для проведения занятий лекционного и семинарского типа, групповых и индивидуальных консультаций, текущего контроля и промежуточной аттестации, помещения для самостоятельной работы.

Учебные аудитории и помещения для самостоятельной работы укомплектованы специализированной мебелью и техническими средствами обучения, служащими для представления учебной информации большой аудитории.

Помещения для самостоятельной работы укомплектованы компьютерной техникой с возможностью подключения к сети "Интернет" и обеспечением доступа в электронную информационно-образовательную среду Университета.

Для проведения занятий лекционного типа используются наборы демонстрационного оборудования, обеспечивающие тематические иллюстрации (проектор, ноутбук, экран/ интерактивная доска).

Лицензионное и свободно распространяемое программное обеспечение:

Операционная система "Альт Образование"

LibreOffice

Microsoft Windows 10

Microsoft Office Профессиональный плюс 2007

Профессиональные базы данных и информационные справочные системы:

1. Электронная библиотека ТГУ. – URL: <https://elibrary.tsutmb.ru/>
2. Электронный каталог Фундаментальной библиотеки ТГУ. – URL: <https://www.tsutmb.ru/biblio/elektronnyij-katalog/>
3. Университетская библиотека онлайн: электронно-библиотечная система. – URL: <https://biblioclub.ru>
4. Консультант студента. Гуманитарные науки: электронно-библиотечная система. – URL: <https://www.studentlibrary.ru>
5. Научная электронная библиотека eLIBRARY.ru. – URL: <https://elibrary.ru>
6. Российская государственная библиотека: официальный сайт. – URL: <https://www.rsl.ru>
7. Российская национальная библиотека: официальный сайт. – URL: <http://nlr.ru>

8. Президентская библиотека имени Б.Н. Ельцина. – URL: <https://www.prlib.ru>
9. Научная электронная библиотека Российской академии естествознания. – URL: <https://www.monographies.ru>
10. Электронная библиотека РФФИ. – URL: <https://www.rfbr.ru/rffi/ru/library>
11. ЭБС «Университетская библиотека онлайн» . – URL: <http://www.biblioclub.ru>

### **Электронная информационно-образовательная среда**

[https://auth.tsutmb.ru/authorize?response\\_type=code&client\\_id=moodle&state=xyz](https://auth.tsutmb.ru/authorize?response_type=code&client_id=moodle&state=xyz)

Взаимодействие преподавателя и студента в процессе обучения осуществляется посредством мультимедийных, гипертекстовых, сетевых, телекоммуникационных технологий, используемых в электронной информационно-образовательной среде университета.