Приложение 5

Федеральное государственное бюджетное образовательное учреждение высшего образования «Тамбовский государственный университет имени Г.Р. Державина»
Институт экономики, информационных технологий и креативных индустрий
Кафедра зарубежной филологии и прикладной лингвистики

УТВЕРЖДАЮ:
Директор института



Т. М. Кожевникова
«17» июня 2026 г.

РАБОЧАЯ ПРОГРАММА

по дисциплине Б1.О.1 Иностранный язык

Направление подготовки/специальность: 38.03.01 - Экономика

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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:

- аналитический
- финансовый

1.3 Дисциплина ориентирована на подготовку обучающихся к профессиональной деятельности в сфере: 08 Финансы и экономика (в сферах: исследований, анализа и прогнозирования социально-экономических процессов и явлений на микроуровне и макроуровне в экспертно-аналитических службах (центрах экономического анализа, правительственном секторе, общественных организациях); производства продукции и услуг, включая анализ спроса на продукцию и услуги, и оценку их текущего и перспективного предложения, продвижение продукции и услуг на рынок, планирование и обслуживание финансовых потоков, связанных с производственной деятельностью; кредитования; страхования, включая пенсионное и социальное; операций на финансовых рынках, включая управление финансовыми рисками; внутреннего и внешнего финансового контроля и аудита, финансового консультирования; консалтинга)

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)	Очно-заочная (семестр)
		1	1
1	Язык эффективной коммуникации	+	+

2. Место дисциплины в структуре ОП бакалавриата:

Дисциплина «Иностранный язык» относится к обязательной части учебного плана ОП по направлению подготовки 38.03.01 - Экономика.

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.

Очно-заочная: 8 з.е.

Вид учебной работы	Очная (всего часов)	Очно-заочная (всего часов)
Общая трудоёмкость дисциплины	**288**	**288**
Контактная работа	192	104
Лабораторные (Лаб. раб.)	192	104
Самостоятельная работа (СР)	24	112
Экзамен	72	72
Зачет	-	-

3.2.Содержание курса:

№ темы	Название раздела/темы	Вид учебной работы, час.				Формы текущего контроля
		Лаб. раб.		СР		
		О	О-З	О	О-З	
1 семестр						
1	Your life (Elementary)	12	4	2	8	Опрос; Дискуссия; Тестирование
2	Routines (Elementary)	10	4	1	8	Опрос; Дискуссия; Тестирование
3	Activities (Elementary)	10	6	1	6	Опрос; Дискуссия; Тестирование
4	Food (Elementary)	10	6	1	6	Опрос; Дискуссия; Тестирование
5	Home (Elementary)	10	6	1	6	Опрос; Дискуссия; Тестирование
6	City life (Elementary)	12	6	2	6	Опрос; Дискуссия; Тестирование
2 семестр						
7	People (Elementary)	10	4	1	8	Опрос; Дискуссия; Тестирование
8	Seasons (Elementary)	10	4	1	8	Опрос; Дискуссия; Тестирование
9	Culture (Elementary)	12	6	2	6	Опрос; Дискуссия; Тестирование
10	Journeys (Elementary)	10	6	1	6	Опрос; Дискуссия; Тестирование
11	Learning (Elementary)	10	6	1	6	Опрос; Дискуссия; Тестирование
12	Ambitions (Elementary)	12	6	2	6	Опрос; Дискуссия; Тестирование
3 семестр						

13	24 HOURS (pre-intermediate)	6	4	1	4	Опрос; Дискуссия; Тестирование
14	MUSIC (pre-intermediate)	6	4	1	4	Опрос; Дискуссия; Тестирование
15	TASTE (pre-intermediate)	6	4	1	4	Опрос; Дискуссия; Тестирование
16	SURVIVAL (pre-intermediate)	6	4	1	2	Опрос; Дискуссия; Тестирование
17	STAGES (pre-intermediate)	8	4	-	2	Опрос; Дискуссия; Тестирование
4 семестр						
18	INTRODUCTIONS (Business English)	2	1	-	1	Опрос
19	GETTING TO KNOW COLLEAGUES (Business English)	2	1	-	1	Опрос
20	DELEGATING TASKS (Business English)	2	1	-	1	Опрос
21	WRITING A REPORT (Business English)	2	1	1	1	Опрос
22	MAKING APOLOGIES (Business English)	2	1	-	1	Опрос
23	MAKING PLANS BY EMAIL (Business English)	2	1	1	1	Опрос
24	KEEPING CLIENTS INFORMED (Business English)	2	1	1	1	Опрос
25	INFORMAL COMMUNICATIO N (Business English)	2	1	-	1	Опрос; Тестирование
26	ADVICE AND SUGGESTIONS (Business English)	2	1	-	1	Опрос
27	TALKING ABOUT ABILITIES (Business English)	2	1	-	1	Опрос
28	COMPARING AND CONTRASTING (Business English)	2	1	-	1	Опрос
29	CHECKING INFORMATION (Business English)	2	1	-	1	Опрос
30	JOB DESCRIPTIONS (Business English)	2	2	-	1	Опрос

31	APPLYING FOR A JOB (Business English)	2	2	-	1	Опрос
32	JOB INTERVIEWS (Business English)	2	2	-	1	Опрос
33	STRUCTURING A PRESENTATION (Business English)	2	2	1	1	Опрос; Тестирование

Тема 1. Your life (Elementary) (УК-4)

Лабораторные работы.

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.

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. Routines (Elementary) (УК-4)

Лабораторные работы.

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 /iː/

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.

Тема 3. Activities (Elementary) (УК-4)

Лабораторные работы.

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. Food (Elementary) (УК-4)

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.

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.

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

Vocabulary

4 containers

Complete the items with the words in the box

bottle box carton jar tube

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 would

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. Home (Elementary) (УК-4)

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.
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

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. City life (Elementary) (УК-4)

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.
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. People (Elementary) (УК-4)

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.

2 pronoun one/ones
Replace the underlined words with one or ones.

3 possessive pronouns
Complete the table.

subject pronoun

possessive adjective

possessive pronoun

I
he
she
it
we
you
they

my
his
her
its
our
your
their

(1) _____

his

(2) _____

(3) _____

(4) _____

(5) _____

theirs

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 are 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. Seasons (Elementary) (УК-4)

Лабораторные работы.

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 adjectives

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!

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 9. Culture (Elementary) (УК-4)

Лабораторные работы.

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.

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 10. Journeys (Elementary) (УК-4)

Лабораторные работы.

1. Cycle city
2. Experiences

3. Adventurers!

4. Progress Test 10

Grammar

1 -ing form as a noun

Complete the sentences with the nouns in box.

~~Cycling Driving Flying Going Horse-riding Watching~~

2 Present Perfect

Complete the sentences with the correct form of the verbs in brackets. Use the Present Perfect.

3 Present Perfect and Past Simple

Complete the sentences with the correct form of the verbs in brackets. Use the Present Perfect or the Past Simple.

Vocabulary

4 transport

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

5 transport

Complete the sentences with transport words.

6 activities

Complete the activities.

Pronunciation

7 long and short vowels

Put the words in the box in the correct column.

airport arm bad departure feel fit gone got green had hard heat hot match park plan rock seen short sit talk taught tram walk written hit

8 /ɪ/

Underline the /ɪ/ sounds in the sentences.

How to …

9 ask for and give directions

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

Reading

10 Read the email. Then complete it with sentences (a–f)

Hi from the Himalayas!

I'm sorry I haven't written for so long but this is the first time I've had a chance to get to a computer with internet connection. (0) _____a_____. I can't stay on the computer for long as there are lots of people who want to send emails!

I got here on Monday and I've been here for three days. The flight was fine but long. (1) _____. Our guide met us at the airport and brought us to the hotel. We're right in the centre of Kathmandu and can easily go sightseeing from here.

(2) _____! It's so noisy and busy and there are millions of people everywhere! Of course we can't read the writing so it's quite funny when we go out because we don't know what street we're in. I love it. I love the colours and the chaos! And the food is fantastic. (3) _____. You know how I love spicy food so it's great for me but we are careful. The local people are really friendly and helpful but they're very poor too so I've bought lots of souvenirs to bring home with me.

(4) _____. We're flying in a very small plane to Lukla and that's where the trek to Everest Base Camp begins. I'm so excited. I've wanted to do this trek for so long and now it's here. I can't believe it. I hope the weather stays good. (5) _____.

I don't think I can send emails from the mountain so goodbye for now!

Love, Sarah

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 11. Learning (Elementary) (УК-4)

Лабораторные работы.

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.

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;

4юсоставление тематического глоссария.

Тема 12. Ambitions (Elementary) (УК-4)

Лабораторные работы.

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 makes 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

Задания для самостоятельной работы.

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Тема 13. 24 HOURS (pre-intermediate) (УК-4)

Лабораторные работы.

1. Are you a culture vulture?
2. Mondey 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

Тема 14. MUSIC (pre-intermediate) (УК-4)

Лабораторные работы.

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 (ä) 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

Задания для самостоятельной работы.

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Тема 15. TASTE (pre-intermediate) (УК-4)

Лабораторные работы.

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 arrangements

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 yoghourt 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.

Задания для самостоятельной работы.

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3. подготовка к опросу, дискуссии, тестированию;
4. составление тематического глоссария.

Тема 16. SURVIVAL (pre-intermediate) (УК-4)

Лабораторные работы.

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

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 17. STAGES (pre-intermediate) (УК-4)

Лабораторные работы.

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) (УК-4)

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)

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)

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)

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)

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)

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)

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)

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)

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)

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)

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)

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)

Лабораторные работы.

1.Vocabulary Industries and professional attributes
2.New language Articles
3.Vocabulary Job descriptions and applications
4. New skill Describing a jo

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)

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)

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)

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:

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

1.	Your life (Elementary)	Опрос	2	2 балла – студент предоставляет развёрнутые ответы при фронтальном опросе. 1 балл – студент допускает неточности в ответах (лексические, фонетические, грамматические или стилистические погрешности) при фронтальном опросе. 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. 3-4 балла – студент мало участвует в дискуссии, допускает неточности в ответах, составленный глоссарий соответствует требованиям, но носит краткий или незавершённый характер. 1-2 балл – студент не участвует в дискуссии, но предоставляет обширный тематический глоссарий; или студент активно участвует в дискуссии, но глоссария нет в наличии. Баллы не начисляются, если студент отказывается принимать участие активно или пассивно в дискуссии, тематический глоссарий составлен с нарушением требований, или он отсутствует.
		Тестирование	9	9 баллов – студент правильно отвечает на 90-100% вопросов в тесте. 7-8 баллов - студент правильно отвечает на 75-89% вопросов в тесте. 5-6 баллов - студент правильно отвечает на 60-74% вопросов в тесте. 3-4 балла – студент правильно отвечает на 40-59% вопросов в тесте. 1-2 балла - студент правильно отвечает на 25-39% вопросов в тесте.. Баллы не начисляются, если в тесте менее 25% правильных ответов.
2.	Routines (Elementary)	Опрос	2	2 балла – студент предоставляет развёрнутые ответы при фронтальном опросе. 1 балл – студент допускает неточности в ответах (лексические, фонетические, грамматические или стилистические погрешности) при фронтальном опросе. 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. 3-4 балла – студент мало участвует в дискуссии, допускает неточности в ответах, составленный глоссарий соответствует требованиям, но носит краткий или незавершённый характер. 1-2 балл – студент не участвует в дискуссии, но предоставляет обширный тематический глоссарий; или студент активно участвует в дискуссии, но глоссария нет в наличии. Баллы не начисляются, если студент отказывается принимать участие активно или пассивно в дискуссии, тематический глоссарий составлен с нарушением требований, или он отсутствует. 1 балл – студент не участвует в дискуссии, но предоставляет обширный тематический глоссарий; или студент активно участвует в дискуссии, но глоссария нет в наличии. Баллы не начисляются, если студент отказывается принимать участие активно или пассивно в дискуссии, тематический глоссарий составлен с нарушением требований, или он отсутствует.
		Тестирование(контрольный срез)	5	5 баллов – студент правильно отвечает на 90-100% вопросов в тесте. 4 балла - студент правильно отвечает на 67%-89% вопросов в тесте. 3 балла - студент правильно отвечает на 58-66% вопросов в тесте. 2 балла – студент правильно отвечает на 30-57% вопросов в тесте. 1 балл - студент правильно отвечает на 23-29% вопроса в тесте. Баллы не начисляются, если в тесте менее 22% правильных ответов.
3.	Activities (Elementary)	Опрос	2	2 балла – студент предоставляет развёрнутые ответы при фронтальном опросе. 1 балл – студент допускает неточности в ответах (лексические, фонетические, грамматические или стилистические погрешности) при фронтальном опросе. 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. 3-4 балла – студент мало участвует в дискуссии, допускает неточности в ответах, составленный глоссарий соответствует требованиям, но носит краткий или незавершённый характер. 1-2 балл – студент не участвует в дискуссии, но предоставляет обширный тематический глоссарий; или студент активно участвует в дискуссии, но глоссария нет в наличии. Баллы не начисляются, если студент отказывается принимать участие активно или пассивно в дискуссии, тематический глоссарий составлен с нарушением требований, или он отсутствует.

		Тестирование	7	7 баллов – студент правильно отвечает на 85-100% вопросов в тесте. 5-6 баллов - студент правильно отвечает на 65-84% вопросов в тесте. 3-4 балла - студент правильно отвечает на 45-64% вопросов в тесте. 1-2 балла – студент правильно отвечает на 25-44% вопросов в тесте. Баллы не начисляются, если в тесте менее 25% правильных ответов.
4.	Food (Elementary)	Опрос	2	2 балла – студент предоставляет развёрнутые ответы при фронтальном опросе. 1 балл – студент допускает неточности в ответах (лексические, фонетические, грамматические или стилистические погрешности) при фронтальном опросе. 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. 3-4 балла – студент мало участвует в дискуссии, допускает неточности в ответах, составленный глоссарий соответствует требованиям, но носит краткий или незавершённый характер. 1-2 балл – студент не участвует в дискуссии, но предоставляет обширный тематический глоссарий; или студент активно участвует в дискуссии, но глоссария нет в наличии. Баллы не начисляются, если студент отказывается принимать участие активно или пассивно в дискуссии, тематический глоссарий составлен с нарушением требований, или он отсутствует.
		Тестирование	7	7 баллов – студент правильно отвечает на 85-100% вопросов в тесте. 5-6 баллов - студент правильно отвечает на 65-84% вопросов в тесте. 3-4 балла - студент правильно отвечает на 45-64% вопросов в тесте. 1-2 балла – студент правильно отвечает на 25-44% вопросов в тесте. Баллы не начисляются, если в тесте менее 25% правильных ответов.
5.	Home (Elementary)	Опрос	2	2 балла – студент предоставляет развёрнутые ответы при фронтальном опросе. 1 балл – студент допускает неточности в ответах (лексические, фонетические, грамматические или стилистические погрешности) при фронтальном опросе. 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. 3-4 балла – студент мало участвует в дискуссии, допускает неточности в ответах, составленный глоссарий соответствует требованиям, но носит краткий или незавершённый характер. 1-2 балл – студент не участвует в дискуссии, но предоставляет обширный тематический глоссарий; или студент активно участвует в дискуссии, но глоссария нет в наличии. Баллы не начисляются, если студент отказывается принимать участие активно или пассивно в дискуссии, тематический глоссарий составлен с нарушением требований, или он отсутствует.
		Тестирование(контрольный срез)	5	5 баллов – студент правильно отвечает на 90-100% вопросов в тесте. 4 балла - студент правильно отвечает на 67%-89% вопросов в тесте. 3 балла - студент правильно отвечает на 58-66% вопросов в тесте. 2 балла – студент правильно отвечает на 30-57% вопросов в тесте. 1 балл - студент правильно отвечает на 23-29% вопроса в тесте. Баллы не начисляются, если в тесте менее 22% правильных ответов.
6.	City life (Elementary)	Опрос	2	2 балла – студент предоставляет развёрнутые ответы при фронтальном опросе. 1 балл – студент допускает неточности в ответах (лексические, фонетические, грамматические или стилистические погрешности) при фронтальном опросе. 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. 3-4 балла – студент мало участвует в дискуссии, допускает неточности в ответах, составленный глоссарий соответствует требованиям, но носит краткий или незавершённый характер. 1-2 балл – студент не участвует в дискуссии, но предоставляет обширный тематический глоссарий; или студент активно участвует в дискуссии, но глоссария нет в наличии. Баллы не начисляются, если студент отказывается принимать участие активно или пассивно в дискуссии, тематический глоссарий составлен с нарушением требований, или он отсутствует.
		Тестирование	8	7-8 баллов – студент правильно отвечает на 85-100% вопросов в тесте. 5-6 баллов - студент правильно отвечает на 65-84% вопросов в тесте. 3-4 балла - студент правильно отвечает на 45-64% вопросов в тесте. 1-2 балла – студент правильно отвечает на 25-44% вопросов в тесте. Баллы не начисляются, если в тесте менее 25% правильных ответов.

7.	Посещаемость	5	5 баллов – студент посетил 100% занятий. 4 балла – студент посетил не менее 80% занятий. 3 балла – студент посетил не менее 50% занятий. 1-2 балла – студент посетил не менее 25% занятий. Если студент посетил менее 25% занятий, баллы не начисляются.
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	Max. кол-во баллов	Методика проведения занятия и оценки
1.	People (Elementary)	Опрос	2	2 балла – студент предоставляет развёрнутые ответы при фронтальном опросе. 1 балл – студент допускает неточности в ответах (лексические, фонетические, грамматические или стилистические погрешности) при фронтальном опросе. 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. 3-4 балла – студент мало участвует в дискуссии, допускает неточности в ответах, составленный глоссарий соответствует требованиям, но носит краткий или незавершённый характер. 1-2 балл – студент не участвует в дискуссии, но предоставляет обширный тематический глоссарий; или студент активно участвует в дискуссии, но глоссария нет в наличии. Баллы не начисляются, если студент отказывается принимать участие активно или пассивно в дискуссии, тематический глоссарий составлен с нарушением требований, или он отсутствует.
		Тестирование	10	9-10 баллов – студент правильно отвечает на 90-100% вопросов в тесте. 7-8 баллов - студент правильно отвечает на 75-89% вопросов в тесте. 5-6 баллов - студент правильно отвечает на 60-74% вопросов в тесте. 3-4 балла – студент правильно отвечает на 40-59% вопросов в тесте. 1-2 балла - студент правильно отвечает на 25-39% вопросов в тесте.. Баллы не начисляются, если в тесте менее 25% правильных ответов.

2.	Seasons (Elementary)	Опрос	2	2 балла – студент предоставляет развёрнутые ответы при фронтальном опросе. 1 балл – студент допускает неточности в ответах (лексические, фонетические, грамматические или стилистические погрешности) при фронтальном опросе. 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. 3-4 балла – студент мало участвует в дискуссии, допускает неточности в ответах, составленный глоссарий соответствует требованиям, но носит краткий или незавершённый характер. 1-2 балл – студент не участвует в дискуссии, но предоставляет обширный тематический глоссарий; или студент активно участвует в дискуссии, но глоссария нет в наличии. Баллы не начисляются, если студент отказывается принимать участие активно или пассивно в дискуссии, тематический глоссарий составлен с нарушением требований, или он отсутствует.
		Тестирование	7	7 баллов – студент правильно отвечает на 85-100% вопросов в тесте. 5-6 баллов - студент правильно отвечает на 65-84% вопросов в тесте. 3-4 балла - студент правильно отвечает на 45-64% вопросов в тесте. 1-2 балла – студент правильно отвечает на 25-44% вопросов в тесте. Баллы не начисляются, если в тесте менее 25% правильных ответов.
3.	Culture (Elementary)	Опрос	2	2 балла – студент предоставляет развёрнутые ответы при фронтальном опросе. 1 балл – студент допускает неточности в ответах (лексические, фонетические, грамматические или стилистические погрешности) при фронтальном опросе. 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. 3-4 балла – студент мало участвует в дискуссии, допускает неточности в ответах, составленный глоссарий соответствует требованиям, но носит краткий или незавершённый характер. 1-2 балл – студент не участвует в дискуссии, но предоставляет обширный тематический глоссарий; или студент активно участвует в дискуссии, но глоссария нет в наличии. Баллы не начисляются, если студент отказывается принимать участие активно или пассивно в дискуссии, тематический глоссарий составлен с нарушением требований, или он отсутствует.

		Тестирование	7	7 баллов – студент правильно отвечает на 85-100% вопросов в тесте. 5-6 баллов - студент правильно отвечает на 65-84% вопросов в тесте. 3-4 балла - студент правильно отвечает на 45-64% вопросов в тесте. 1-2 балла – студент правильно отвечает на 25-44% вопросов в тесте. Баллы не начисляются, если в тесте менее 25% правильных ответов.
4.	Journeys (Elementary)	Опрос	2	2 балла – студент предоставляет развёрнутые ответы при фронтальном опросе. 1 балл – студент допускает неточности в ответах (лексические, фонетические, грамматические или стилистические погрешности) при фронтальном опросе. 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. 3-4 балла – студент мало участвует в дискуссии, допускает неточности в ответах, составленный глоссарий соответствует требованиям, но носит краткий или незавершённый характер. 1-2 балл – студент не участвует в дискуссии, но предоставляет обширный тематический глоссарий; или студент активно участвует в дискуссии, но глоссария нет в наличии. Баллы не начисляются, если студент отказывается принимать участие активно или пассивно в дискуссии, тематический глоссарий составлен с нарушением требований, или он отсутствует.
		Тестирование(контрольный срез)	5	5 баллов – студент правильно отвечает на 90-100% вопросов в тесте. 4 балла - студент правильно отвечает на 67%-89% вопросов в тесте. 3 балла - студент правильно отвечает на 58-66% вопросов в тесте. 2 балла – студент правильно отвечает на 30-57% вопросов в тесте. 1 балл - студент правильно отвечает на 23-29% вопроса в тесте. Баллы не начисляются, если в тесте менее 22% правильных ответов.
5.	Learning (Elementary)	Опрос	2	2 балла – студент предоставляет развёрнутые ответы при фронтальном опросе. 1 балл – студент допускает неточности в ответах (лексические, фонетические, грамматические или стилистические погрешности) при фронтальном опросе. 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. 3-4 балла – студент мало участвует в дискуссии, допускает неточности в ответах, составленный глоссарий соответствует требованиям, но носит краткий или незавершённый характер. 1-2 балл – студент не участвует в дискуссии, но предоставляет обширный тематический глоссарий; или студент активно участвует в дискуссии, но глоссария нет в наличии. Баллы не начисляются, если студент отказывается принимать участие активно или пассивно в дискуссии, тематический глоссарий составлен с нарушением требований, или он отсутствует.
		Тестирование	7	7 баллов – студент правильно отвечает на 85-100% вопросов в тесте. 5-6 баллов - студент правильно отвечает на 65-84% вопросов в тесте. 3-4 балла - студент правильно отвечает на 45-64% вопросов в тесте. 1-2 балла – студент правильно отвечает на 25-44% вопросов в тесте. Баллы не начисляются, если в тесте менее 25% правильных ответов.
6.	Ambitions (Elementary)	Опрос	2	2 балла – студент предоставляет развёрнутые ответы при фронтальном опросе. 1 балл – студент допускает неточности в ответах (лексические, фонетические, грамматические или стилистические погрешности) при фронтальном опросе. 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. 3-4 балла – студент мало участвует в дискуссии, допускает неточности в ответах, составленный глоссарий соответствует требованиям, но носит краткий или незавершённый характер. 1-2 балл – студент не участвует в дискуссии, но предоставляет обширный тематический глоссарий; или студент активно участвует в дискуссии, но глоссария нет в наличии. Баллы не начисляются, если студент отказывается принимать участие активно или пассивно в дискуссии, тематический глоссарий составлен с нарушением требований, или он отсутствует.
		Тестирование(контрольный срез)	5	5 баллов – студент правильно отвечает на 90-100% вопросов в тесте. 4 балла - студент правильно отвечает на 67%-89% вопросов в тесте. 3 балла - студент правильно отвечает на 58-66% вопросов в тесте. 2 балла – студент правильно отвечает на 30-57% вопросов в тесте. 1 балл - студент правильно отвечает на 23-29% вопроса в тесте. Баллы не начисляются, если в тесте менее 22% правильных ответов.

7.	Посещаемость	5	5 баллов – студент посетил 100% занятий. 4 балла – студент посетил не менее 80% занятий. 3 балла – студент посетил не менее 50% занятий. 1-2 балла – студент посетил не менее 25% занятий. Если студент посетил менее 25% занятий, баллы не начисляются.
8.	Премиальные баллы	10	Премиальные 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
- премиальные баллы – 10 баллов

Распределение баллов по заданиям:

№ темы	Название темы / вид учебной работы	Формы текущего контроля / срезы	Max. кол-во баллов	Методика проведения занятия и оценки
1.	24 HOURS (pre-intermediate)	Опрос	2	2 балла – студент предоставляет развёрнутые ответы при фронтальном опросе. 1 балл – студент допускает неточности в ответах (лексические, фонетические, грамматические или стилистические погрешности) при фронтальном опросе. Баллы не начисляются при невыполнении домашнего задания и уклонения от ответа при фронтальной работе.
		Дискуссия	8	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. 3-5 балла – студент мало участвует в дискуссии, допускает неточности в ответах, составленный глоссарий соответствует требованиям, но носит краткий или незавершённый характер. 1-2 балл – студент не участвует в дискуссии, но предоставляет обширный тематический глоссарий; или студент активно участвует в дискуссии, но глоссария нет в наличии. Баллы не начисляются, если студент отказывается принимать участие активно или пассивно в дискуссии, тематический глоссарий составлен с нарушением требований, или он отсутствует.
		Тестирование	11	10-11 баллов – студент правильно отвечает на 90-100% вопросов в тесте. 7-9 баллов - студент правильно отвечает на 75-89% вопросов в тесте. 5-6 баллов - студент правильно отвечает на 60-74% вопросов в тесте. 3-4 балла – студент правильно отвечает на 40-59% вопросов в тесте. 1-2 балла - студент правильно отвечает на 25-39% вопросов в тесте. Баллы не начисляются, если в тесте менее 25% правильных ответов.

2.	MUSIC (pre-intermediate)	Опрос	2	2 балла – студент предоставляет развёрнутые ответы при фронтальном опросе. 1 балл – студент допускает неточности в ответах (лексические, фонетические, грамматические или стилистические погрешности) при фронтальном опросе. Баллы не начисляются при невыполнении домашнего задания и уклонения от ответа при фронтальной работе.
		Дискуссия	8	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. 3-5 балла – студент мало участвует в дискуссии, допускает неточности в ответах, составленный глоссарий соответствует требованиям, но носит краткий или незавершённый характер. 1-2 балл – студент не участвует в дискуссии, но предоставляет обширный тематический глоссарий; или студент активно участвует в дискуссии, но глоссария нет в наличии. Баллы не начисляются, если студент отказывается принимать участие активно или пассивно в дискуссии, тематический глоссарий составлен с нарушением требований, или он отсутствует.
		Тестирование	12	11-12 баллов – студент правильно отвечает на 90-100% вопросов в тесте. 7-10 баллов - студент правильно отвечает на 75-89% вопросов в тесте. 5-6 баллов - студент правильно отвечает на 60-74% вопросов в тесте. 3-4 балла – студент правильно отвечает на 40-59% вопросов в тесте. 1-2 балла - студент правильно отвечает на 25-39% вопросов в тесте.. Баллы не начисляются, если в тесте менее 25% правильных ответов.
3.	TASTE (pre-intermediate)	Опрос	2	2 балла – студент предоставляет развёрнутые ответы при фронтальном опросе. 1 балл – студент допускает неточности в ответах (лексические, фонетические, грамматические или стилистические погрешности) при фронтальном опросе. Баллы не начисляются при невыполнении домашнего задания и уклонения от ответа при фронтальной работе.
		Дискуссия	8	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. 3-5 балла – студент мало участвует в дискуссии, допускает неточности в ответах, составленный глоссарий соответствует требованиям, но носит краткий или незавершённый характер. 1-2 балл – студент не участвует в дискуссии, но предоставляет обширный тематический глоссарий; или студент активно участвует в дискуссии, но глоссария нет в наличии. Баллы не начисляются, если студент отказывается принимать участие активно или пассивно в дискуссии, тематический глоссарий составлен с нарушением требований, или он отсутствует.

		Тестирование	12	11-12 баллов – студент правильно отвечает на 90-100% вопросов в тесте. 7-10 баллов - студент правильно отвечает на 75-89% вопросов в тесте. 5-6 баллов - студент правильно отвечает на 60-74% вопросов в тесте. 3-4 балла – студент правильно отвечает на 40-59% вопросов в тесте. 1-2 балла - студент правильно отвечает на 25-39% вопросов в тесте.. Баллы не начисляются, если в тесте менее 25% правильных ответов.
4.	SURVIVAL (pre-intermediate)	Опрос	2	2 балла – студент предоставляет развёрнутые ответы при фронтальном опросе. 1 балл – студент допускает неточности в ответах (лексические, фонетические, грамматические или стилистические погрешности) при фронтальном опросе. Баллы не начисляются при невыполнении домашнего задания и уклонения от ответа при фронтальной работе.
		Дискуссия	8	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. 3-5 балла – студент мало участвует в дискуссии, допускает неточности в ответах, составленный глоссарий соответствует требованиям, но носит краткий или незавершённый характер. 1-2 балл – студент не участвует в дискуссии, но предоставляет обширный тематический глоссарий; или студент активно участвует в дискуссии, но глоссария нет в наличии. Баллы не начисляются, если студент отказывается принимать участие активно или пассивно в дискуссии, тематический глоссарий составлен с нарушением требований, или он отсутствует.
		Тестирование(контрольный срез)	5	5 баллов – студент правильно отвечает на 90-100% вопросов в тесте. 4 балла - студент правильно отвечает на 67%-89% вопросов в тесте. 3 балла - студент правильно отвечает на 58-66% вопросов в тесте. 2 балла – студент правильно отвечает на 30-57% вопросов в тесте. 1 балл - студент правильно отвечает на 23-29% вопроса в тесте. Баллы не начисляются, если в тесте менее 22% правильных ответов.
5.	STAGES (pre-intermediate)	Опрос	2	2 балла – студент предоставляет развёрнутые ответы при фронтальном опросе. 1 балл – студент допускает неточности в ответах (лексические, фонетические, грамматические или стилистические погрешности) при фронтальном опросе. Баллы не начисляются при невыполнении домашнего задания и уклонения от ответа при фронтальной работе.

		Дискуссия	8	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. 3-5 балла – студент мало участвует в дискуссии, допускает неточности в ответах, составленный глоссарий соответствует требованиям, но носит краткий или незавершённый характер. 1-2 балл – студент не участвует в дискуссии, но предоставляет обширный тематический глоссарий; или студент активно участвует в дискуссии, но глоссария нет в наличии. Баллы не начисляются, если студент отказывается принимать участие активно или пассивно в дискуссии, тематический глоссарий составлен с нарушением требований, или он отсутствует.
		Тестирование(контрольный срез)	5	5 баллов – студент правильно отвечает на 90-100% вопросов в тесте. 4 балла - студент правильно отвечает на 67%-89% вопросов в тесте. 3 балла - студент правильно отвечает на 58-66% вопросов в тесте. 2 балла – студент правильно отвечает на 30-57% вопросов в тесте. 1 балл - студент правильно отвечает на 23-29% вопроса в тесте. Баллы не начисляются, если в тесте менее 22% правильных ответов.
6.	Посещаемость		5	5 баллов – студент посетил 100% занятий. 4 балла – студент посетил не менее 80% занятий. 3 балла – студент посетил не менее 50% занятий. 1-2 балла – студент посетил не менее 25% занятий. Если студент посетил менее 25% занятий, баллы не начисляются.
7.	Премиальные баллы		10	Премиальные 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
- премиальные баллы – 10 баллов
- ответ на экзамене: не более 30 баллов

Распределение баллов по заданиям:

№ темы	Название темы / вид учебной работы	Формы текущего контроля / срезы	Max. кол-во баллов	Методика проведения занятия и оценки
1.	INTRODUCTIONS (Business English)	Опрос	4	3-4 балла – студент предоставляет развёрнутые ответы при фронтальном опросе. 1-2 балла – студент допускает неточности в ответах (лексические, фонетические, грамматические или стилистические погрешности) при фронтальном опросе. 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. 1-2 балла – студент допускает неточности в ответах (лексические, фонетические, грамматические или стилистические погрешности) при фронтальном опросе. 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. 1-2 балла – студент допускает неточности в ответах (лексические, фонетические, грамматические или стилистические погрешности) при фронтальном опросе. 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. 1-2 балла – студент допускает неточности в ответах (лексические, фонетические, грамматические или стилистические погрешности) при фронтальном опросе. 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. 1-2 балла – студент допускает неточности в ответах (лексические, фонетические, грамматические или стилистические погрешности) при фронтальном опросе. Баллы не начисляются при невыполнении домашнего задания и уклонения от ответа при фронтальной работе.
6.	MAKING PLANS BY EMAIL (Business English)	Опрос	4	3-4 балла – студент предоставляет развёрнутые ответы при фронтальном опросе. 1-2 балла – студент допускает неточности в ответах (лексические, фонетические, грамматические или стилистические погрешности) при фронтальном опросе. 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. 1-2 балла – студент допускает неточности в ответах (лексические, фонетические, грамматические или стилистические погрешности) при фронтальном опросе. 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. 1-2 балла – студент допускает неточности в ответах (лексические, фонетические, грамматические или стилистические погрешности) при фронтальном опросе. 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. 4 балла - студент правильно отвечает на 67%-89% вопросов в тесте. 3 балла - студент правильно отвечает на 58-66% вопросов в тесте. 2 балла – студент правильно отвечает на 30-57% вопросов в тесте. 1 балл - студент правильно отвечает на 23-29% вопроса в тесте. 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. 1-2 балла – студент допускает неточности в ответах (лексические, фонетические, грамматические или стилистические погрешности) при фронтальном опросе. 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. 1-2 балла – студент допускает неточности в ответах (лексические, фонетические, грамматические или стилистические погрешности) при фронтальном опросе. 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. 1-2 балла – студент допускает неточности в ответах (лексические, фонетические, грамматические или стилистические погрешности) при фронтальном опросе. 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. 1-2 балла – студент допускает неточности в ответах (лексические, фонетические, грамматические или стилистические погрешности) при фронтальном опросе. Баллы не начисляются при невыполнении домашнего задания и уклонения от ответа при фронтальной работе.
13.	JOB DESCRIPTIONS (Business English)	Опрос	3	3 балла – студент предоставляет развёрнутые ответы при фронтальном опросе. 1-2 балла – студент допускает неточности в ответах (лексические, фонетические, грамматические или стилистические погрешности) при фронтальном опросе. 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. 1-2 балла – студент допускает неточности в ответах (лексические, фонетические, грамматические или стилистические погрешности) при фронтальном опросе. 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. 1-2 балла – студент допускает неточности в ответах (лексические, фонетические, грамматические или стилистические погрешности) при фронтальном опросе. 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. 1-2 балла – студент допускает неточности в ответах (лексические, фонетические, грамматические или стилистические погрешности) при фронтальном опросе. 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. 4 балла - студент правильно отвечает на 67%-89% вопросов в тесте. 3 балла - студент правильно отвечает на 58-66% вопросов в тесте. 2 балла – студент правильно отвечает на 30-57% вопросов в тесте. 1 балл - студент правильно отвечает на 23-29% вопроса в тесте. Баллы не начисляются, если в тесте менее 22% правильных ответов.
17.	Посещаемость		5	5 баллов – студент посетил 100% занятий. 4 балла – студент посетил не менее 80% занятий. 3 балла – студент посетил не менее 50% занятий. 1-2 балла – студент посетил не менее 25% занятий. Если студент посетил менее 25% занятий, баллы не начисляются.
18.	Премиальные баллы		10	Премиальные 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», 18-24 баллов – студент раскрыл основные вопросы и задания билета на оценку «хорошо», 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. Your life (Elementary)

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. Routines (Elementary)

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. Activities (Elementary)

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

Тема 4. Food (Elementary)

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. Home (Elementary)

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. City life (Elementary)

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. People (Elementary)

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

Тема 8. Seasons (Elementary)

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

Тема 9. Culture (Elementary)

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

Тема 10. Journeys (Elementary)

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

Тема 11. Learning (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. Ambitions (Elementary)

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

Тема 13. 24 HOURS (pre-intermediate)

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. MUSIC (pre-intermediate)

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. TASTE (pre-intermediate)

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. SURVIVAL (pre-intermediate)

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

Тема 17. STAGES (pre-intermediate)

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

Опрос

Тема 1. Your life (Elementary)

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;
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4. составление тематического глоссария.

Тема 2. Routines (Elementary)

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 /iː/

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.

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Тема 3. Activities (Elementary)

Лабораторные занятия.

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.

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Тема 4. Food (Elementary)

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 tubehe 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:

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4. составление тематического глоссария.

Тема 5. Home (Elementary)

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:

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Тема 6. City life (Elementary)

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

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Тема 7. People (Elementary)

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 are 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

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4. составление тематического глоссария.

Тема 8. Seasons (Elementary)

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. Culture (Elementary)

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. Journeys (Elementary)

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 makes 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

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 11. Learning (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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3. подготовка к опросу, дискуссии, тестированию;
4. составление тематического глоссария.

Тема 12. Ambitions (Elementary)

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 makes 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

Задания для самостоятельной работы

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

Тема 13. 24 HOURS (pre-intermediate)

Лабораторные занятия.

1. Are you a culture vulture?
2. Mondey 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

Задания для самостоятельной работы:

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Тема 14. MUSIC (pre-intermediate)

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 (ä) 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. TASTE (pre-intermediate)

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 yoghourt 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. SURVIVAL (pre-intermediate)

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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Тема 17. STAGES (pre-intermediate)

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) _____

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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

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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

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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

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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
4Контрольное тестирование по пройденным темам

Задания для самостоятельной работы:

1проработка 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. Your life (Elementary)

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

Тема 2. Routines (Elementary)

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

Тема 3. Activities (Elementary)

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

Тема 4. Food (Elementary)

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

Тема 5. Home (Elementary)

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

Тема 6. City life (Elementary)

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

Тема 7. People (Elementary)

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

Тема 8. Seasons (Elementary)

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. Culture (Elementary)

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

Тема 10. Journeys (Elementary)

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

Тема 11. Learning (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

Тема 12. Ambitions (Elementary)

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. 24 HOURS (pre-intermediate)

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. MUSIC (pre-intermediate)

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. TASTE (pre-intermediate)

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

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

Тема 17. STAGES (pre-intermediate)

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

Тема 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» (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» (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» (85 - 100 баллов)	УК-4	Планирует и организовывает 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» (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» (50 - 69 баллов)	УК-4	Может выразить свою точку зрения в профессиональных дискуссиях на государственном и иностранном языках.
«неудовлетворительно» (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 презентаци, 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
3. Электронная библиотека - 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

Взаимодействие преподавателя и студента в процессе обучения осуществляется посредством мультимедийных, гипертекстовых, сетевых, телекоммуникационных технологий, используемых в электронной информационно-образовательной среде университета.