

л ч

-

2022

02.01

:

-

- 1

2

4,
2

144

30

2022

1

2022

1.

-

1

2

-

-

.

-4.	
-1.	
	PR,

--	--

4.

1.	18	2	8	8
1.1.	10	2	4	4
1.2.	8		4	4
2.	16	4	6	6
2.1.	16	4	6	6
3.	16	2	8	6
3.1.	12	2	6	4
3.2.	4		2	2
4.	20		10	10
4.1.	6		2	4
4.2.	4		2	2
4.3.	10		6	4
5.	6		2	4
5.1.	6		2	4
6.	16	2	4	10
6.1.	8	2	2	4
6.2.	8		2	6
7.	22	4	6	12
7.1.	12	2	2	8
7.2.	4		2	2
7	6	2	2	2
8.	16	4	4	8
8.1.	8	2	2	4
8.2.	8	2	2	4

	14		6	8
9.1.	6		2	4
9.2.	8		4	4
	144	18	54	72

-

)

1.

-2

3-4

.

5-6-7

8-9, 10

.

-

-

-

-

11

-

4.

.

12, 13, 14-15-16

:

,

5.

17

6.

8, 19

:

().

7.

1, 22

:

Elevator speech

8.

:

25, 26-27

:

1.

.

2.

.

4.

.

5.

6.

.

7.

.

8.

."

6.

•

•

•

•

-

•

•

•

•

•

•

•

•

•

•

•

•

	-
	- -
	- - -
	-5)
	- - - - - -
	- - - - - -
	- - - -
	- - -
	- - - - -
	- - -

	-
	-
	-

19
15

-

	5
	5

	5
	5
-	5
	5

19
15

- 1.
- -
 -

-

7. (

1.

2.

3.

14

1,

4.

5. -

6.

7.

8.

9.

--	--	--

-

-

-

-

- 13-
- 10-

- 7-
-

- с

-

6.2

3

5

жс л жв кл ѓ лк кл ма

- 1)
- 2)

жс жс л жв кл ѓ лк кл ма

7.

1.

04198-9.
https://urait.ru/bcode/472734

2-

ISBN 978-5-534-
URL:

2.

2-

ISBN 978-5-534-08147-3.
URL: https://urait.ru/bcode/469217

1. A.Ashley. Oxford Handbook of Commercial Correspondence. -Oxford University Press.-2003.-
2. A.Ashley.-Oxford Correspondence Workbook. Oxford University Press.-2003.- 111
3. A.Wallwork.- -2010.-
160
4. Adam J.H. Longman Dictionary Business English, 1993. - 492 .
5. D.Cotton, D. Falvey, S. Kent.- Market Leader. Intermediate Business English Coursebook. Pearson Longman.-2010.-176
6. D.Cotton, D. Falvey, S. Kent.- Market Leader. Intermediate Business English Workbook. Pearson Longman.-2010.-95
7. Ian MacKenzie. English for Business Studies. Cambridge University Press. 208 p. + 2 audiocassettes. Mackenzie Ian English for Business Studies. A Course for Business Studies and Economics Students / Mackenzie Ian, 1997
8. Ken Taylor Cross-Cultural Communication. The Vital Link, Professional Communication in English. The Vital Link, 2002
9. Marilyn Ford-Bartfay - Cross-Cultural Communication. The Vital Link, Professional Communication in English. The Vital Link, 2002
- 10.

CD.

11.

12. - - - 170

13. - e-mail 478

14.

15. Business English

16. Business Communication: . / . . .
-256

17.

2-

1. www.native-english.ru/exercises

2. <http://www.study.ru/index.html>
3. <http://learningenglish.voanews.com/>
4. <http://www.bbc.co.uk/learningenglish>
5. <https://www.rt.com/>

-

4

-

DLP

-

-

Kaspersky Endpoint Security

FB6-161215-133553-1-6231

Microsoft Open License, 49463448 :

1. Microsoft Windows Professional 7 Russian
2. Microsoft Office 2010 Russian

ДОКУМЕНТ ПОДПИСАН
ЭЛЕКТРОННОЙ ПОДПИСЬЮ

Сертификат: 03B6A3C600B7ADA9B742A1E041DE7D81B0

Владелец: Артеменков Михаил Николаевич

Действителен: с 04.10.2021 по 07.10.2022