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to be

there is/are

to have

Past Present.

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Future.

4

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- 4

I

_____ -21)

_____ : Visit of a foreign partner -14)

_____ to be - - -96)

_____ -21)

_____ : Visit of a foreign partner -14)

_____ -31)

_____ there is/are -101)

_____ to have have got - -

104)

_____ : First names and friendship

_____ : Forms of Address -

_____ : Listen to people getting acquainted at a conference. What are they talking about? Do they get on with each other?

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|--|--------------------------------|-------|-------|
| _____ | | -43) | |
| _____: | | | -7), |
| - | -8) | | |
| _____: | Tough interviews | - | |
| _____: | Applying for a job | | |
| _____ | | -43) | |
| _____: | Winning posts | -89), | |
| _____: | A new job | | |
| _____ | | - | -12) |
| _____ | | -43) | |
| _____ | | - | -38) |
| _____: | Job hunting | -40) | |
| _____ | | -43) | |
| _____: | Dos and don'ts for job seekers | | -52) |
| 1 | | | |
| _____ | | | |
| _____ | The Present Simple Tense | - | -7 |
| -109) | | | |
| _____: | Modern Etiquette | - | |
| _____ | | | |
| _____ | | | |
| _____ | The Present Continuous Tense | - | |
| -120) | | | |
| _____: | Modern Etiquette | -34) | |
| _____ | | | |
| _____ | | | The |
| Present Simple Tense vs the Present Continuous Tense | | - | - |
| 124) | | | |
| _____: | Telephone techniques that work | | -41), |
| 41) | | | |

_____ : Telephone English: how to take and give messages

_____ (_____ -132) _____ The Past Simple Tense (2-23) -
_____ : Why should I learn English 10 compelling reasons for
EFL learners (_____ .24-25)

_____ (_____ -140) _____ The Past Continuous Tense (-23) -
_____ : Why should I learn English 10 compelling reasons for
EFL learners (_____ .24-25)

_____ : _____ The Past
Simple Tense vs the Past Continuous Tense
_____ : Vive la difference (230-231)

_____ : Cross-cultural differences between native English-
speaking communities (_____ c. 234) _____ Cross-cultural
differences: are they important

II

_____ : Business trips
_____ : A business trip - (-69)

_____ : Catching a train. Booking train tickets in
Britain. Booking train tickets in the USA()
_____ : A railway journey
_____ : - 6

_____ : Airplane reservations
_____ : Travelling by plane
_____ : -66),

_____ : At a hotel
_____ : Booking a room
_____ : 6

_____ : Negotiations
_____ : c. 4- - -10)

_____ : Rules for negotiations
_____ : Negotiation tactics
_____ : Present - -12)

_____ : At the office
_____ : Meeting a partner
_____ : -27)

_____ : Past.)
_____ : Discussing the price problem

_____ :

_____ : -

_____ : -

_____ : Time management

_____ : The Future Simple Tense c. 146-148)

_____ : How well do you manage time

_____ : Managing your time

_____ : The Future Continuous Tense . 155-156)

_____ : What do you do in your free time

_____ : Leisure time

_____ : Leisure activities

_____ : The Future Perfect Tense - -3
-37)

_____ : Five ways to balance work and leisure

_____ : Work and leisure

_____ : Modern trends in Interior design (

_____ : To be going to - - -154

_____ : The beginning of Art in building

_____ : History of design

_____ : Cities of the USA. Family Album: USA (

_____ : Greek architecture

_____ :

_____ : Unit 9. Family Album USA

_____ : Washington DC

_____ profession My future

_____ : Visit of a foreign partner -21)
_____ to be - -14)
_____ -98)

_____ there is/are. - -21)
_____ : First names and friendship -102)

_____ to have have got - -105)

_____ : Forms of Address -19)

_____ : The art of mingling -

_____ : Tough interviews -43)
85-86)
- -10) -7),

_____ : Winning posts -43)
-
-29) - -36)

_____ -43)

_____ : Job hunting -40)
_____ V -50)

_____ : Dos and don ts for job seekers -52)
_____ :

_____ : Modern Etiquette -31)

21) -

_____ : Modern Etiquette -38)

-24)
_____ Modern Etiquette -38)

_____ -18),
_____ -24)
_____ : Telephone etiquette: how phonogetic are you?
-46)

_____ -26)
_____ : Telephone etiquette: how phonogetic are you?
-46), -47)

_____ The Past Simple Tense -
135-136)

_____ : The impact of culture on business
_____ The Past Continuous Tense

_____ : British attitudes. Tea (.234-235)
_____ : Cross-cultural differences between the Europeans and the Asians

_____ : Business trips - 9-70)

_____ : Travelling by railway -70)

_____ : -66),

_____ : Travelling by plane

_____ : -80).
_____ At the Grand hotel
_____ : London

6

_____ : Negotiations
_____ c. 4- - -10)

_____ : Present 17- 2-14)
_____ : The most important elements of negotiations

_____ : -27)
_____ : Discussing the order

_____ : Past 7- -28)
_____ Discussing the price problem

_____ -
_____ The Future Simple Tense c. 146- -6, 8, 11
_____ -151)

_____ The Future Continuous Tense -156)
2, _____ : Good and bad time
_____ management

_____ : Leisure time

_____ : The Future Perfect Tense - 4, 5

_____ : To be going to 152-
_____ Future of interior design

_____ : Future
_____ Urban interior design

_____ : Trends in architectural design -160)

_____ : History of Interior Design -162)

_____ : History and Future of Interior Design

1)
Close window, please.

- a) a
- b) an
- c) the
- d) -

2)
Our parents at work.

- a) are
- b) is
- c) am
- d) -

3)
She is from Scotland

- a) she is
- b) is she
- c)
- d) isn't it

4) .

- a) him
- b) he
- c) his
- d) he's

5) .

- a) has
- b) does have
- c) have
- d) have's

6)
Are there any shops nearby?

- a) There is
- b) There are
- c) Is there
- d) Are there

7)
Have you got a pen?

- a) are
- b) have
- c) has
- d) is

8)

- a) a few; one
- b) few; a
- c) some; the other
- d) a little; another

9)

Last year our students had _____ in Correctional School Education.

- a) many laboratory works
- b) much laboratory work
- c) a few laboratory works
- d) onelaboratorywork

10)

- a) is; it
- b) are; it
- c) is; them
- d) are; they

11)

I have left _____ book at home. Can you give me _____ ?

- a) my; your
- b) mine; your
- c) my; yours
- d) mine; yours

12)

Look!

- a) something
- b) some
- c) anything
- d) nothing

13)

Lookat _____ geese!

- a) this; they
- b) those; it
- c) these; them
- d) these; they

14)

He _____ now.

- a) is reading
- b) read
- c) arereads
- d) reads

15)

When I _____ to university yesterday, I _____ my friend.

- a) am going, meet
- b) was going, was meeting
- c) went, was meeting
- d) was going, met

: 1. 2. A 3 4.A 5.A 6. 7. B 8.D 9.C 10.A 11. C 12.A 13.D 14.A 15. D

2

1)

_____ this film before?

- a) Do you see
- b) Did you see
- c) Have you seen
- d) Will you see

2)

Michael _____ playing the piano at the age of six.

- a) began
- b) begins
- c) had begun
- d) was beginning

3)

4)

My parents _____ in London since 2009.

- a) were living
- b) have lived
- c) live
- d) lived

5)

Who _____ America?

- a) did discover
- b) discovers
- c) discovered
- d) had discovered

6)

The guests _____ tea when Robert _____.

- a) had; entered
- b) were having; entered
- c) had; was entering

d) will be having; enter

7)

Nick _____ a new tie yesterday. It _____ him 10 dollars.

- a) bought; costed
- b) was buying; cost
- c) had bought; cost
- d) bought; cost

8)

Neither Olga nor her sister _____ to go to the club tonight.

- a) wants
- b) want
- c) is wanting
- d) isn't wanting

John Major _____ Prime Minister in November, 1990.

- a) had become
- b) becomes
- c) became
- d) has become

She _____ for 15 years.

- a) is teaching
- b) has been teaching
- c) teaches
- d) has taught

He _____ in Rome before he moved to Paris.

- a) had lived
- b) lived
- c) was living
- d) had been living

12)

At this time tomorrow they _____ over Greece.

- a) will fly
- b) will be flying
- c) are flying
- d) will have flown

13)

He _____ breakfast yet.

- a) has finished
- b) finished
- c) didn't finish
- d) hasn't finished

14)

Sam _____ riding a motorbike when he _____ 12 years old.

- a) was learning, was

- b) learnt; was
- c) learns; is
- d) will learn; will be

15)

They _____ their music class in the morning today, but normally they _____ it in the afternoon.

- a) have; are having
- b) are having; have
- c) were having; are having
- d) will have; had

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| 69% - 85% | |
| 50% - 68% | |
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I-II

Семестр 1

Cross-cultural differences: are they important?

Семестр 2

My future profession

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8-

Семестр 1

You play the part of a visitor to the international exhibition. Discuss the impressions and emotions with another visitor. Be active and polite.

Семестр 2

You play the part of a tourist agent. You have to book two tickets to Prague for two clients and make a hotel reservation for 6 days. Be active and polite.

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3) (I-II).

Семестр 1

Read and translate the text. Answer the questions.

Job Interview

Mr Johnson is the boss of a trucking company. His office is a mess. There are papers, books and boxes everywhere. Nothing is clean, nothing is in order: he needs a good secretary.

Mrs Santana wants a job. She is in his office for an interview. He is surprised because she is an old lady and she has no office experience. Mrs Santana is talking:

mother of five children. At home everything is organized, my office. There are papers, books and boxes everywhere. Your basket is full. The date on your calendar is

Mr Johnson is sitting in his armchair and smiling. He says:

Answer the questions:

- 1) What kind of a company is this?
- 2) Who is the boss?
- 3) In what condition is his office?
- 4) Whom does Mr Johnson need?
- 5) What does Mrs Santana want?
- 6) Does she have any office experience?
- 7) Is she a young woman?
- 8) What does she say about herself?
- 9) Does Mr Johnson like her?

Семестр 2

Read and translate the text. Answer the questions.

Time management

A rich businessman was on holiday by the beach in Mexico when a small fishing boat docked nearby with just one man on board. Inside the boat there were several large tasty-looking fish.

children. Then I rest in the afternoon. In the evening I visit the rest of my family or stroll into the village

world. I can help you. If you spent more time fishing, you could buy a bigger boat. With the profits from it you could buy several more boats until eventually you would own the whole fleet of fishing boats. Then instead of selling the fish to a middleman you could sell the fish directly to the processor and increase your profit ; line-

little, spend time with your wife, play with your kids, then rest in the afternoon. In the evening you could stroll into the village and have a drink with your friends. You see how wonderful things would

Answer the questions:

- 1) Where was a rich business on holiday?
- 2) Who did he meet?
- 3) What did the fisherman do in his free time?
- 4) What did the businessman tell the fisherman about himself?
- 5) What did the businessman advise the fisherman?
- 6) What is the main idea of the story?

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4)

I-II

ModernEtiquette

Семесmp 2

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The main idea of

I found the article (rather) interesting (important, useful)

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I-IV

Семестр 1

Cross-

Семестр 2

Popular leisure activities

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I-II

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1.

My wife's father is my ____.

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| 1) uncle | 2) stepfather |
| 3) father-in-law | 4) brother-in-law |

2.

Will you meet my cousin John at the station tomorrow?

- | | |
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| 1) What does he like? | 2) What is he like? |
| 3) What does he do? | 4) What does he look like? |

3.

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| 1) piece | 2) read |
| 3) port | 4) pit |

4.

On ____ days we spent much time indoors watching TV.

- | | |
|----------|------------|
| 1) rain | 2) raining |
| 3) rainy | 4) rained |

5.

What is ____ capital of ____ India?

- 1) a; an
- 2) the; the
- 3) -; the;
- 4) the; -

6.

They spoke to _____ daughter yesterday.

- 4) Tim and Mary

7.

I prefer _____ coffee black and without sugar.

- 1) a
- 2)
- 3) an
- 4) the

8.

She remembered _____ beautiful lawns and footpaths.

- 1) those
- 2) that
- 3) them
- 4) this

9.

- 1) somebody
- 2) anything
- 3) anybody
- 4) nobody

10.

Is there ____ or ____ furniture in your room?

- 1) much; little
- 2) many; little
- 3) much; few
- 4) many; few

11.

How many books _____ udy?

- 1) are
- 2) there are
- 3) are there
- 4) there

12.

My friend is afraid of _____

- 1) mouses
- 2) mice
- 3) mouse
- 4) mices

13.

Thunder and lightning are natural _____ .

- 1) phenomenon
- 2) phenomena
- 3) phenomenons
- 4) phenomem

14.

Turn off the gas! _____ water is boiling.

- 1) the
- 2) a
- 3)
- 4) an

15.

They say ____ sugar is bad for you.

- 1) a
- 2)

3) an

4) the

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Telephone

The telephone is a necessary means of communication in business.

When you need to telephone your colleague or partner, you dial his phone number which can be found in the directory. The phone will ring, and your colleague will answer it by picking up the receiver. If he is busy he may ask you to call back later. If he is already on the phone when you call him, his number is busy and you cannot get through. When he finishes speaking to you, he should hang up.

Many telephone numbers mostly related to businesses or governmental offices are prefixed by 800. These numbers provide free customer service because many companies are interested in getting new customers. In most civilized countries emergency numbers (ambulance, police, fire) are also toll-free calls. (To place an emergency telephone call in the USA, for example, you should dial 911 or 0.)

Making a telephone call is not always easy, especially if you do not know the person on the other end of the line very well. Phone messages must be accurate and complete. Taking them demands both writing and listening skills particularly when a caller is speaking quickly.

Asking callers to repeat a message can help, and there is really no need to be embarrassed about it. Even people who have spoken a language all their lives ask each other to repeat things.

2

-

She _____ to Greece.

- 1) never was
- 2) will never been
- 3) has never been
- 4) is never been

She is playing the piano, _____?

- 1
- 2) has she
- 3
- 4) will she

She _____ a lot about Canada and Mexico lately, so she can tell us a lot about their people.

- 1) was reading
- 2) has read
- 3) will read
- 4) had read

4.

They _____ a new school here by the end of 2020.

- 1) will have built
- 2) will have been building
- 3) will builds
- 4) will have been built

5

They _____ the report before the tutor returned.

- 1) had finished
- 2) finished
- 3) has finished
- 4) was finishing

6.

My fellow student has ____ been late for classes.

- 1) ever
- 2) yet
- 3) never
- 4) as

7.

Havetheyfedthedogs ____?

- 1) ever
- 2) yet
- 3) never
- 4) already

8.

My boyfriend ____ from his business trip last Sunday.

- 1) have returned
- 2) had returned
- 3) has returned
- 4) returned

9.

I ____ very proud of my son. He won the local competition.

- 1) is
- 2) are
- 3) am
- 4) were

10.

We _____ supper when you come to visit us.

- 1) will have
- 2) will have had
- 3) will be having
- 4) have

11.

She will buy a wonderful present if you ____ her.

- 1) invites
- 2) invite
- 3) will be inviting
- 4) will invite

12.

Listen! Somebody _____ .

- 1) was singing
- 2) is singing
- 3) sings
- 4) aresinging

13.

Tomorrow at 9 p.m. I _____ to Paris.

- 1) will fly
- 2) will be flying
- 3) will have flown
- 4) flew

14.

- 1) dreams; leaves
- 2) will dream; leaves
- 3) dreams; will leave
- 4) dreams; is leaving

15.

Jill _____ dinner when her husband _____ .

- 1) was cooked, came
- 2) cooked, came
- 3) was cooking, came
- 4) were cooking, was coming

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| 3 | 1 | 2 | 1 | 1 | 3 | 2 | 4 | 3 | 3 | 2 | 2 | 2 | 1 | 1 |

Buckingham palace

Buckingham Palace is the London residence and administrative headquarters of the reigning monarch of the United Kingdom. Located in the City of Westminster, the palace is often at the centre of state occasions and royal hospitality. It has been a focal point for the British people at times of national rejoicing and mourning.

Originally known as Buckingham House, the building at the core of today's palace was a large townhouse built for the Duke of Buckingham in 1703 on a site that had been in private ownership for at least 150 years. It was acquired by King George III in 1761 as a private residence for Queen Charlotte and became known as The Queen's House. During the 19th century it was enlarged, principally by architects John Nash and Edward Blore, who constructed three wings around a central courtyard. Buckingham Palace became the London residence of the British monarch on the accession of Queen Victoria in 1837.

The last major structural additions were made in the late 19th and early 20th centuries, including the East front, which contains the well-known balcony on which the royal family traditionally congregates to greet crowds. The palace chapel was destroyed by a German bomb during World War II; the Queen's Gallery was built on the site and opened to the public in 1962 to exhibit works of art from the Royal Collection.

I-II

I-II

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Kaspersky Endpoint Security
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1. Microsoft Windows Professional 7 Russian
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ДОКУМЕНТ ПОДПИСАН
ЭЛЕКТРОННОЙ ПОДПИСЬЮ

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