ENGLISH

FOR BUSINESS MEN

ТОМ I

АНГЛИЙСКИЙ ДЛЯ ДЕЛОВОГО ОБЩЕНИЯ

УЧЕБНИК АНГЛИЙСКОГО ЯЗЫКА

для делового общения

Том I

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Часть 1

ВВОДНО-ФОНЕТИЧЕСКИЙ КУРС

1. АНГЛИЙСКИЙ АЛФАВИТ

Печатные буквы	Рукописные буквы		Печатные буквы	Рукописные буквы	
A a	*A a*	[eɪ]	N n	*N n*	[en]
B b	*B b*	[biː]	O o	*O o*	[ou]
C c	*C c*	[siː]	P p	*P p*	[piː]
D d	*D d*	[diː]	Q q	*Q q*	[kjuː]
E e	*E e*	[iː]	R r	*R r*	[aː]
F f	*F f*	[ef]	S s	*S s*	[es]
G g	*G g*	[dʒiː]	T t	*T t*	[tiː]
H h	*H h*	[eɪtʃ]	U u	*U u*	[juː]
I i	*I i*	[aɪ]	V v	*V v*	[viː]
J j	*J j*	[dʒeɪ]	W w	*W w*	['dʌbl juː]
K k	*K k*	[keɪ]	X x	*X x*	[eks]
L l	*L l*	[el]	Y y	*Y y*	[waɪ]
M m	*M m*	[em]	Z z	*Z z*	[zed]

2. ОСНОВНЫЕ ПРАВИЛА ЧТЕНИЯ

АНГЛИЙСКИЕ ГЛАСНЫЕ И ИХ СОЧЕТАНИЯ

Слоги / Буквы	Ударные слоги			Неударные слоги
	открытый*	закрытый**	гласная + r + гласная/согласная	
A	[ei] take	[æ] glad	ar + согласная = [aː] ar + гласная = [εə] park, care	ar – [ə] similar

* Открытым слогом называется слог, оканчивающийся на гласную букву.

** Закрытым слогом называется слог, оканчивающийся на согласную букву.

Слоги / Буквы	Ударные слоги			Неударные слоги
	открытый	закрытый	гласная + r + гласная/согласная	
O	[ou] no	[ɔ] not	or + согласная = [ɔ:] or + гласная = [ɔ:] port, more	or → [ə] doctor
U	[ju:] tune	[ʌ] sun	ur + согласная = [ə:] ur + гласная = [juə] burn, pure	
E	[i:] be	[e] let	er + согласная = [ə:] er + гласная = [iə] her, here	er → [ə] letter
I	[ai] like	[i] it	ir + согласная = [ə:] ir + гласная = [aiə] girl, tired	
Y*	[ai] my	[i] gym	yr + гласная = [aiə] tyre	y → [i] very

* y + гласная = [j] - Yes (в начале слова).

АНГЛИЙСКИЕ СОГЛАСНЫЕ И ИХ СОЧЕТАНИЯ

1. C
   - [s] перед e, i, y: cent, pencil, cycle
   - [k] в остальных случаях: cat, clear

   ck → [k]: black

2. G
   - [dʒ] перед e, i, y: gentle, gin, gym
   - [g] в остальных случаях: garden, gate

3. S
   - [s] в начале слова и в конце слова перед и после глухой согласной: send, blocks, desk
   - [z] после гласной и звонкой согласной, между гласными: pens, please

4. ch, tch → [tʃ]: chair, match

5. sh → [ʃ]: she

6. th — [θ] / [ð] : thick, this

7. ng – [ŋ]: thing, long

Сочетания гласных и согласных

ee, ea — [i:] meet, tea	eer, ear — [ɪə:] deer, hear
ay, ai — [eɪ:] day, rain	air [ɛə] chair
a+ll, a+l+ согласная — [ɔ:] wall, always	
oo — [u] (перед k,d) / [u:] book, cool	oa=[ou] coat
oy, oi — [ɔɪ] boy, oil	
ou, ow — [au] out, brown	oor [uə] poor
wor+согласная =[ə:] word	qu=[kw] quite

УРОК 1

Фонетика:	Звуки [t], [d], [l], [n], [e], [k], [s], [z], [ɪ], [p], [b], [m], [eɪ], [aɪ], [ɔ], [f], [ou], [j], [ə]
Грамматика:	Простое предложение с глаголом **to be** * (утвердительная, отрицательная и вопросительная формы)
Текст:	**An Office**

ФОНЕТИКА

1. Произнесите следующие звуки, а затем слова.

[t, d, l, n, e]	[k, s, z, ɪ]	[p, b, m, eɪ]	[aɪ]
et	ɪt	meɪ	maɪ
let	ɪz	peɪ	baɪ
tel	ɪt'ɪz	peɪl	naɪs
ten	ɪt'ɪzn't	teɪbl	taɪm
den	ɪts	leɪbl	
det	kɪd	eɪt	
	sɪks		

[ɔ, f]	[ou]	[j]	[ə]
nɔt	sou	jen	ə'pen
lɔt	lou	jel	ə'desk
stɔp	nou	jes	ə'teɪbl
fɔks	nout	jet	ə'telɪks
'ɔfɪs	ould		ə'pensl
	'ounlɪ		ə'letə
			ən'ɔfə

2. Прочитайте слова согласно правилам чтения. **

end, came, tin, line, fine, lot, box, nice, no, close, yes, dinner, pen, date, plane, ice,cable, cost, stop, yet, elder, letter.

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* **to be** — неопределенная форма (инфинитив) глагола «быть», «находиться». Признаком инфинитива является наличие частицы **to** перед глаголом.

** при выполнении данного упражнения в этом и последующих уроках обращайтесь к таблице на стр. 4, 5, 6.

ГРАММАТИКА

ПРОСТОЕ ПРЕДЛОЖЕНИЕ С ГЛАГОЛОМ TO BE

3. Тренируйте модели.

Модель 1. It is a ↘ pen. = It's a ↘ pen.

A — неопределенный артикль. Неопределенный артикль употребляется перед исчисляемыми существительными в единственном числе, когда речь идет о предмете или лице, упоминаемом впервые или неизвестном слушающему. Перед словами, начинающимися с гласной буквы, неопределенный артикль имеет форму an (an offer).

It is	a desk. a telex. a cable. a pencil. a letter. an office.	It's	a desk. a telex. a cable. a pencil. a letter. an office.

Модель 2. It is ↘ my pen. = It's ↘ my pen.

My — притяжательное местоимение «мой», «моя», «мое», «мои». При наличии притяжательного местоимения артикль перед существительными не употребляется.

It is my	desk. cable. telex. pencil. letter. office.	It's my	desk. cable. telex. pencil. letter. office.

Модель 3. It is ↘ not a pen. = It's ↘ not a pen.

В отрицательной форме после глагола to be стоит частица not.

It is not	a desk. a telex. a pencil. a letter. an offer. an office.	It's not	a desk. a telex. a pencil. a letter. an offer. an office.

Модель 4. It is ↘ not my pen. = It's ↘ not my pen.

It is not my	desk. telex. table. pencil. letter. office.	It's not my	desk. telex. table. pencil. letter. office.

Модель 5.

'Is it a ↗ pen?

↘ Yes, it ↘ is.

↘ No, it is ↘ not. = ↘ No, it ↘ isn't.

В вопросительной форме глагол **to be** ставится перед подлежащим.

Is it	a desk? a cable? a table? a letter? a pencil? an office?	Yes, it is. (No, it isn't.)

Модель 6. 'Is it ↗ my pen?

↘ Yes, it ↘ is

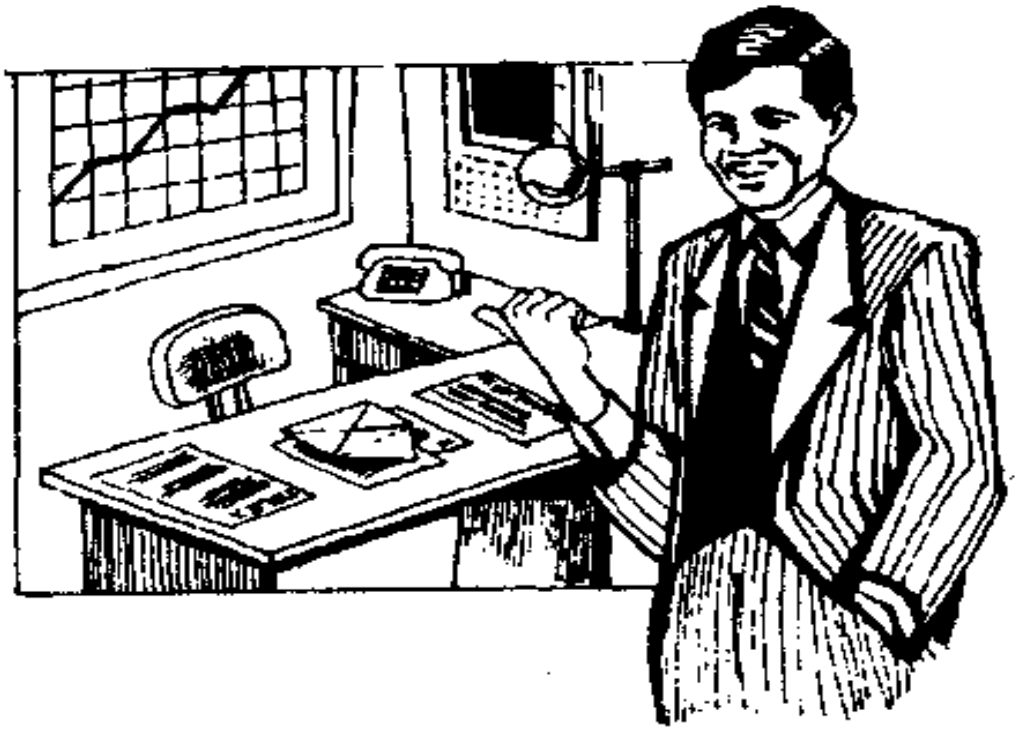
↘ No, it ↘ isn't.

Is it my	desk? cable? table? letter? pencil? office?	Yes, it is. (No it isn't.)

TEXT

An office

It's an ↘ office. It's ↘ my office.
It's a ↘ desk. It's ↘ not a table.
It's a ↘ pen. It's ↘ not a pencil.
It's a ↘ letter. It's an ↘ offer.
It's a ↘ cable. It's ↘ not my cable.
It's a ↘ telex. It's ↘ my telex.



Bell: Is it a ↗ letter, Tom?
Tom: ↘ Yes, it ↘ is.
Bell: Is it ↗ my letter?
Tom: No, it ↘ isn't. It's ↘ my letter. It's an ↘ offer.
Bell: Is it ↗ my telex?
Tom: ↘ Yes, Mr Bell.

Примечание. Mr ['mɪstə] — сокращенная форма от Mister — господин, мистер.

Запомните слова.

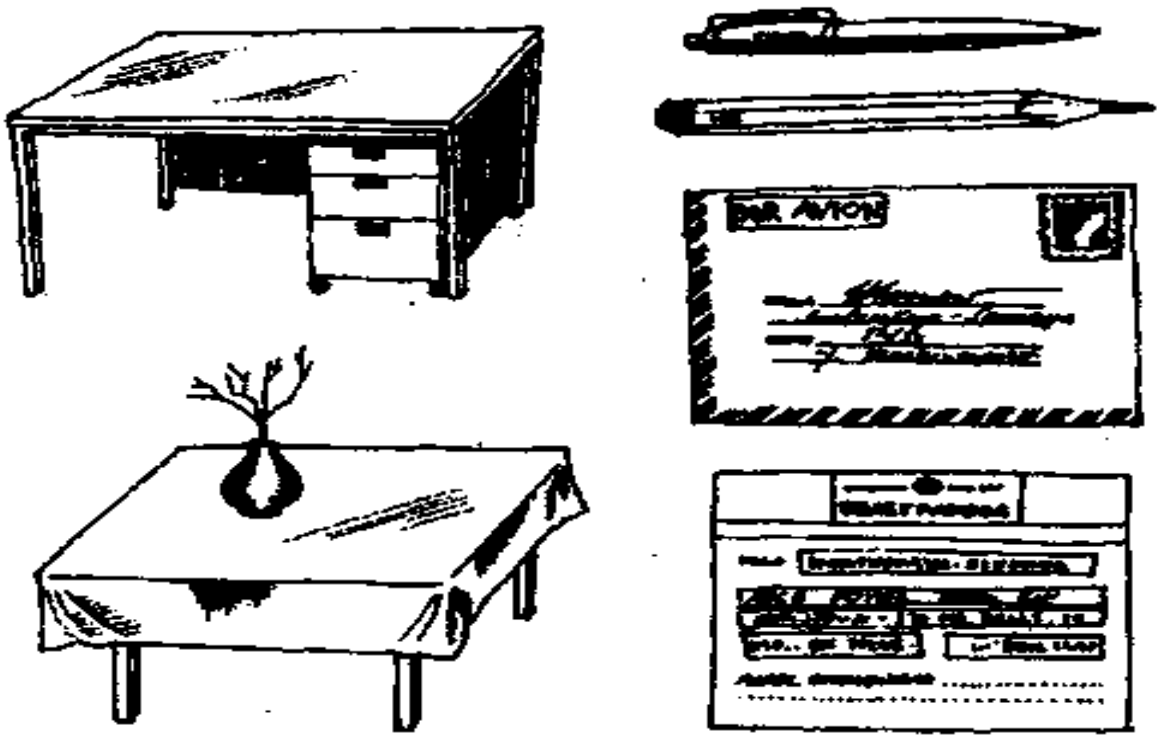
1.	**it** [ɪt]	—	это (указательное местоимение)
2.	**to be** [bi:]	—	быть, находиться
	is [ɪz]	—	есть (личная форма глагола to be в 3-м лице единственного числа)
3.	**a, an** [ən]	—	неопределенный артикль
4.	**my** [maɪ]	—	мой, моя, мое, мои

5.	**an office** ['ɔfis]	—	офис, контора
6.	**a desk** [desk]	—	письменный стол
7.	**a letter** ['letə]	—	письмо
8.	**an offer** ['ɔfə]	—	предложение (коммерческое)
9.	**a cable** [keɪbl]	—	телеграмма
10.	**a telex** ['telɪks]	—	телекс
11.	**a pen** [pen]	—	ручка
12.	**a pencil** ['pensl]	—	карандаш
13.	**yes** [jes]	—	да
14.	**no** [nou]	—	нет
15.	**not** [nɔt]	—	не
16.	**a table** [teɪbl]	—	стол

ГОВОРИТЕ ПО-АНГЛИЙСКИ

Упр. 1. а) Назовите предметы, изображенные на картинках.

Модель: It's a ↘ desk.



б) Скажите, что предмет, изображенный на картинке, принадлежит вам.

Модель: It's ↘ my desk.

в) Спросите, так ли называется интересующий вас предмет. Собеседник даст утвердительный ответ.

Модель:
— 'Is it a ↗ desk?
— ↘ Yes, it ↘ is.

Упр. 2. Говорящий неправильно называет предмет. Поправьте его.

Модель:

— It's a ↘ **pen**. — ↘ No, it is ↘ not a **pen**. It's a ↘ **pencil**.

1. It's a letter. (a telex) 2. It's a telex. (a cable) 3. It's a table. (a desk) 4. It's a pencil. (a pen) 5. It's a cable. (a telex) 6. It's a desk. (a table)

ПИШИТЕ ПО-АНГЛИЙСКИ

Упр. 3.

1. Напишите утвердительные предложения со словами: an office, a pen, an offer, a letter, a desk (см. модель 1, стр. 8).
2. Напишите утвердительные предложения со словами: my cable, my telex, my table, my pencil, my letter (см. модель 2, стр. 8).
3. Напишите отрицательные предложения со словами: a desk, a table, an offer, a telex, a letter (см. модель 3, стр. 8).
4. Напишите отрицательные предложения со словами: my desk, my table, my telex, my pencil (см. модель 4, стр. 9).
5. Напишите вопросительные предложения со словами: my pen, my desk, my table, my telex, my pencil.
   Дайте краткие ответы (см. модель 6, стр. 9).

Упр. 4. Напишите вопросы, на которые можно дать следующие ответы:

1. No, it is not a pen.
2. Yes, it is a telex.
3. No, it is not a letter.
4. Yes, it is a cable.
5. No, it is not an offer.
6. Yes, it is an office.

УРОК 2

Фонетика:	Звуки [i:], [ʌ], [ɑ:], [æ], [u], [u:], [ɛə], [g], [h], [dʒ], [ʃ], [r], [w], [ð].
Грамматика:	1. Распространенное предложение с глаголом **to be**. 2. Определенный артикль. 3. Специальные вопросы с глаголом **to be**.
Текст	**In the Office**

ФОНЕТИКА

1. Произнесите следующие звуки, а затем слова.

[i:]	[ɪ — i:]	[ʌ]	[ɑ:]	[ʌ — ɑ:]
i:t	ɪt — i:t	ʌs	ɑ:t	kʌt — kɑ:t
si:m	fɪl — fi:l	bʌt	pɑ:k	lʌk — lɑ:k
mi:n	pɪt — pi:t	mʌst	stɑ:t	dʌk — dɑ:k
fi:l		'lʌndən	'kɑ:pɪt	
pi:s		'kʌmpənɪ		

[æ]	[e — æ]	[u]	[u:]	[u — u:]
æn	men — mæn	kuk	tu:	luk — lu:p
mæn	pen — pæn	buk	tu:l	tuk — tu:l
lænd	ten — tæn	put	ku:l	kuk — ku:l
stænd		tuk	pu:l	
fæks		luk	blu:	
'fæmɪlɪ				

[ɛə]	[g]	[h]	[dʒ]	[ʃ]
bɛə	get	hi:	dʒeɪ	ʃi:
pɛə	gɔt	hɪz	peɪdʒ	ʃou
fɛə	gud	help	lɑ:dʒ	'fɪnɪʃ
kɛə	gou	houp	'kɔtɪdʒ	mə'ʃi:n
kəm'pɛə	gaɪd	hu:z	'mænɪdʒə	

[r]	[w]	[ð]	
red	wen	ðɪs	də'kɔntrækt
ri:d	wʌn	ðæt	də'telɪfoun
raɪt	wɔt	ði:z	də'mænɪdʒə
rum	wɛə	ðouz	ðɪ'ɔfə
'kɔntrækt	wumən	wɪð	ðɪ'ɔfɪs

2. Произнесите следующие звукосочетания:

a) [ɪzðə]

ˈɪzðə‿keɪbl
ˈɪzðə‿telɪks
ˈɪzðə‿kɔntrækt
ˈɪzðɪ‿ɔfə
ˈɪzðɪ‿ɔfɪs

b) [ɪn ðə, ɔn ðə, ət ðə]

ɪnðə‿desk
ɔnðə‿teɪbl
ətðə‿desk
ɪnðɪ‿ɔfɪs

c) the letter is [ðə‿letər ɪz]
the offer is [ðɪ‿ɔfər ɪz]

> В словах, оканчивающихся на **-r** или **-re**, буква **r** читается только в тех случаях, если последующее слово начинается с гласной.

3.Прочитайте следующие слова согласно правилам чтения.

meet, speak, cup, pump, card, start, fair, large, actor, bad, can, fact, food, book, soon, good, garden, shelf, sheep, ship, just, jam, hot, dry, well, wet, way, with, bathe, pair, read.

ГРАММАТИКА

1.РАСПРОСТРАНЕННОЕ ПРЕДЛОЖЕНИЕ С ГЛАГОЛОМ TO BE

4. Тренируйте модели.

Модель 1. It's a ‿ pen. It's a ‿ good pen.

It's	a pencil.	It's a good	pencil.
	a desk.		desk.
	a table.		table.
	an offer.		offer.
	an office.		office.

Модель 2. It's a ‿ pen. It's ‿ not a good pen.

It's	a pencil.	It's not a good	pencil.
	a desk.		desk.
	a table.		table.
	an office.		office
	an offer.		offer.

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Модель 3. Is it a ↗ good pen? → ↘Yes, it ↘ is. / ↘No, it ↘ isn't.

Is it a good	pencil? offer? table? desk? office?	Yes, it is. (No, it isn't.)

2.ОПРЕДЕЛЕННЫЙ АРТИКЛЬ

Модель 4. It's a ↘ pen. The pen is ↘ good.

Определенный артикль the употребляется перед существительным как в единственном, так и во множественном числе, когда речь идет об уже известных лицах или предметах.

It's	a pencil. a table. a desk. an office. an offer.	The	pencil table desk office offer	is good.

Модель 5. It's a ↘ pen. The pen is ↘ not good.

It's	a pencil. a desk. a table. a cable. an office.	The	pencil desk table cable office	is not good.

Модель 6. — Is the pen ↗ good? — ↘Yes, it ↘ is. / — ↘No, it ↘ isn't.

Is the	pencil offer desk office table	good?	Yes, it is. (No, it isn't.)

Модель 7. — Is the pen on the ↗ desk? — ↘ Yes, it ↘ is. — ↘ No, it ↘ isn't.

Is the	pencil telex cable letter offer	on the desk?	Yes, it is. (No, it isn't.)

Модель 8.

— Is Mr Bell (Nancy) in ↗ London? — ↘ Yes, he (she) ↘ is. — ↘ No, he (she) ↘ isn't.

Is	Tom Kate	in London? in the office? at the desk?	Yes,	he she	is.
			No,	he she	isn't.

3.СПЕЦИАЛЬНЫЕ ВОПРОСЫ С ГЛАГОЛОМ TO BE

Модель 9. — ↘ What's it? — It's a ↘ pen.

What's it?	It's	a pencil. a letter. a cable. an offer. a telephone.

Модель 10. — ↘ Where is the pen? — It's on (in) the ↘ desk.

В вопросах, начинающихся с where, существительные как в единственном, так и во множественном числе употребляются только с определенным артиклем.

Where is the	pencil? letter? cable? offer? telephone?	It's	on in	the desk.

Модель 11. — Whose ↘ pen is it? — It's ↘ my pen.

Whose	telex desk table office telephone secretary	is it?	It's	my his	telex. desk. table. office. telephone. secretary.

TEXT

In the Office

It is Mr ↘ Bell. He is the 'company ↘ manager. It is his 'office in ↘ London. The 'office is ↘ not large. Mr 'Bell is in the ↘ office. He is at the ↘ desk. It is his ↘ telephone. It is ↘ white. The 'telephone is on the ↘ desk.

It is ↘ Nancy. Nancy is a ↘ secretary. She is a 'good ↗ secretary and a 'nice ↘ woman.

Bell: ↘ What's it, Nancy?
Nancy: It's an ↘ offer, Mr Bell.
Bell: ↘ Whose offer is it?
Nancy: It's an 'offer from Soyuz↘export.
Bell: And 'where is the 'contract with 'G'M↘L?
Nancy: It's on my ↘ desk.

Примечание: GML ['dʒi:'em'el] — General Machines Limited — «Дженерал машинз лимитед»

Запомните слова.

1. **a company** ['kʌmpəni] — компания, фирма
2. **a manager** ['mænidʒə] — управляющий, менеджер
3. **his** [hɪz] — его (притяжательное местоимение)
4. **in** [ɪn] — в (предлог, обозначающий местонахождение)

   in | **the office**
   | **London.**

5. **London** ['lʌndən] — Лондон
6. **the** — определенный артикль
7. **large** [lɑ:dʒ] — большой
8. **at** [æt, ət] — в, за, у (предлог, обозначающий местонахождение)

   at the desk
   at (in) the office

9. **he** [hi:] — он (личное местоимение мужского рода для одушевл. сущ.)
10. **white** [waɪt] — белый
11. **a telephone** ['telɪfoun] — телефон
12. **on** [ɔn] — на (предлог, обозначающий нахождение на поверхности чего-л.)
13. **a secretary** ['sekrətrɪ] — секретарь
14. **she** [ʃi:] — она (личное местоимение женского рода для одушевл. сущ.)
15. **good** [gud] — хороший
16. **nice** [naɪs] — приятный
17. **a woman** ['wumən] — женщина
18. **and** [ænd, ənd] — и, а
19. **what** [wɔt] — что (вопросительное слово)
20. **whose** [hu:z] — чей, чья, чье, чьи
21. **from** [frɔm, frəm] — от

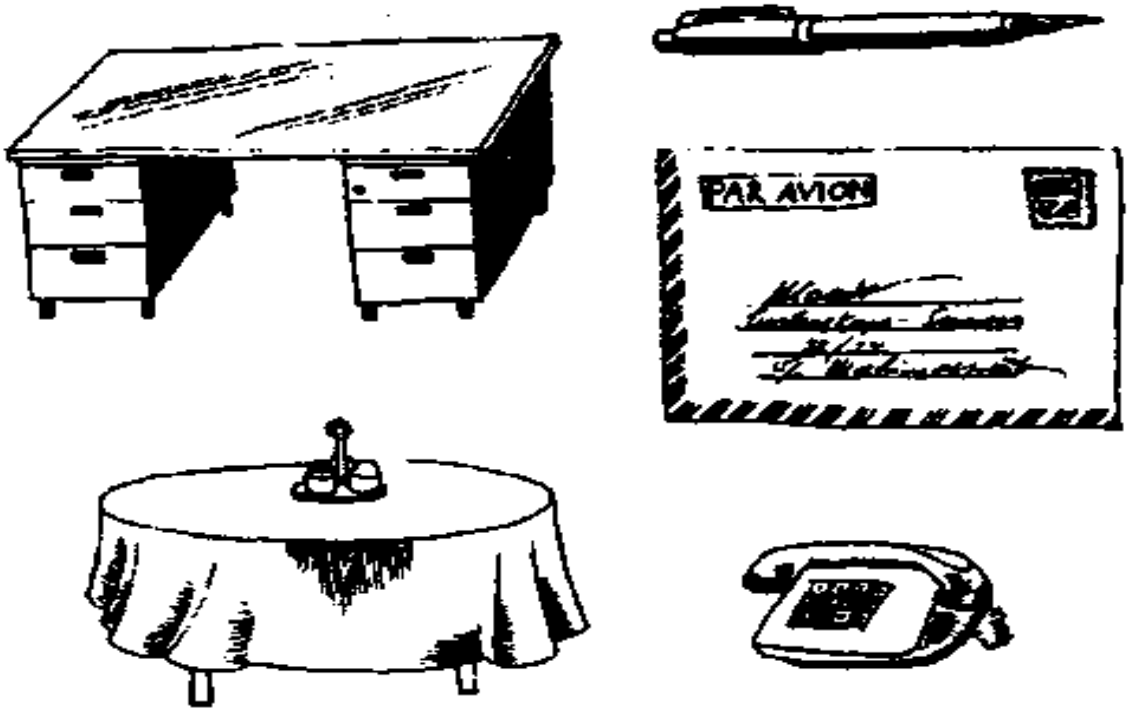
    e.g. an offer from GML

22. **where** [wɛə] — где (вопросительное слово)
23. **a contract** ['kɔntrækt] — контракт
24. **with** [wɪð] — с
25. **it** [ɪt] — он, она, оно (личное местоимение для неодуш. сущ.)

ГОВОРИТЕ ПО-АНГЛИЙСКИ

Упр. 1. а) Назовите предметы, изображенные на картинках. Охарактеризуйте их качество, скажите, что предметы принадлежат вам.

Модель: It's a ╲ desk. It's a ╲ good desk. It's ╲ my desk.



б) **Назовите предметы. Охарактеризуйте их качество.**

Модель: — It's a ⤵ **desk**. — The **desk** is ⤵ nice.

в) **Спросите о качестве каждого предмета. Собеседник дает утвердительный ответ.**

Модель 1.
— Is it a ⤴ nice **desk**?
— ⤵ Yes, it ⤵ is.

Модель 2. — Is the **desk** ⤴ good? — ⤵ Yes, it ⤵ is.

г) **Не согласитесь с мнением говорящего относительно качества предмета.**

Модель:
— It's a ⤵ good **desk**.
— ⤵ No, the **desk** is ⤵ not good.

Упр. 2. Побеседуйте друг с другом, используя диалоги-модели.

Модель: 1.
— Is it a ⤴ **pen**?
— ⤵ No, it's ⤵ not a **pen**.
— ⤵ What is it?
— It's a ⤵ **pencil**.

a letter (a telex); a desk (a table); a telex (a cable); a contract (an offer).

Модель 2.

— Is the telex on the ⤴ table?
— ⤵ No, it ⤵ isn't.
— ⤵ Where is it?
— It's on the ⤵ desk.

a letter, a contract, an offer, a telephone.

Модель 3.

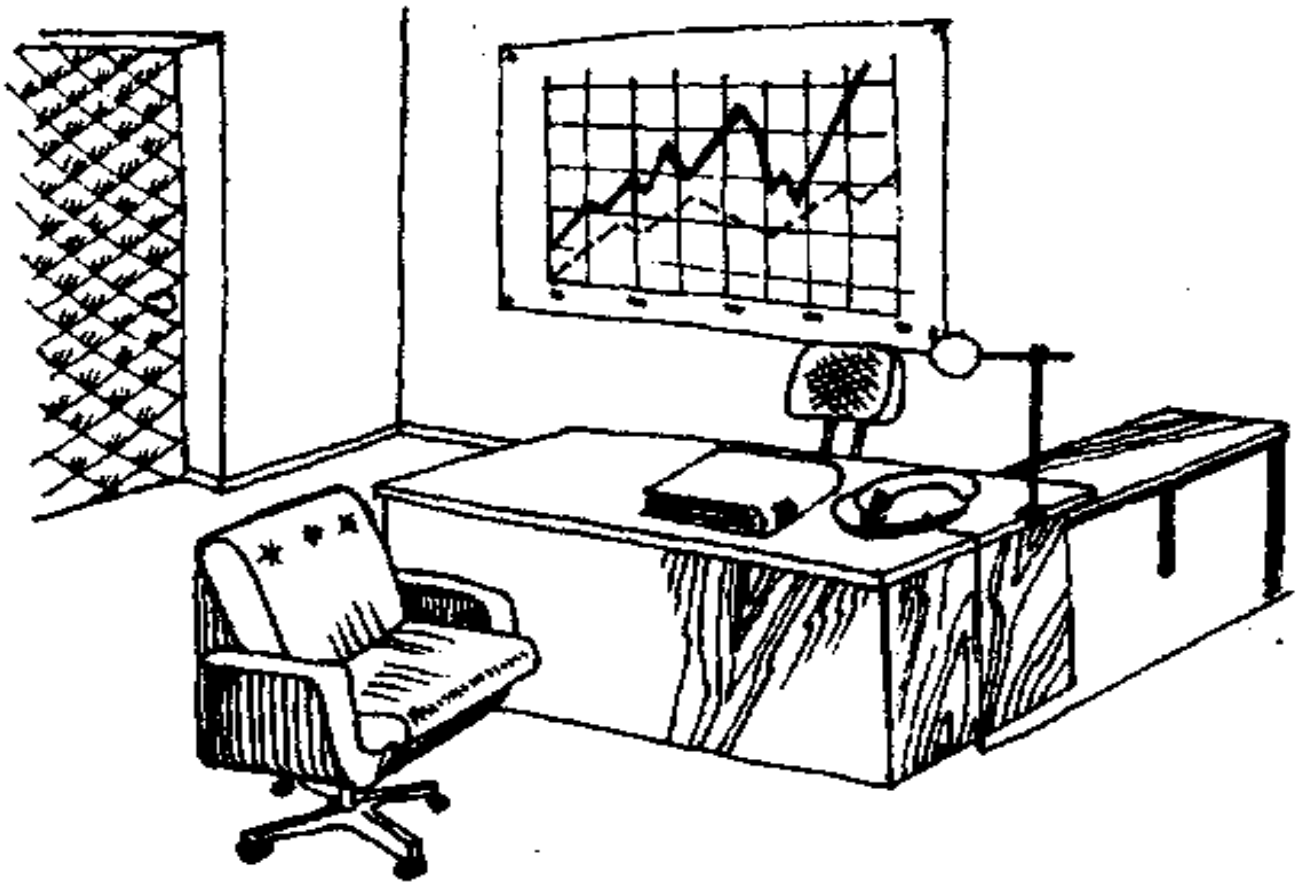
— It's a ⤵ pen.
— ⤵ Whose pen is it?
— It's ⤵ my pen.

a telephone, a table, an office, a cable, a telex, a desk, a letter.

Упр. 3. а) Заполните пропуски артиклями.
б) Задайте вопросы по рисунку. Опишите рисунок.

It is Oleg Stepanov. He is ... company manager. He is in ... office. It is ... desk. ... desk is large. It is ... telephone. ... telephone is on ... desk. It is ... offer from Green and C°. It is ... contract with GML.

Примечание: Green and C° — название фирмы. C° — сокращенная форма от Company; всегда читается полностью.



ПИШИТЕ ПО-АНГЛИЙСКИ

Упр. 6. Замените выделенные существительные личными местоимениями. Предложения запишите.

1. **Mr Bell** is the company manager.
2. **Lavrov** is in London now.
3. Is **Nancy** a nice woman?
4. **Stepanov and Ivanov** are economists.
5. **The telephones** are on the desks.
6. **The cable** is on the table.
7. How are **your children?** — Very well, thank you.

Упр. 7. Напишите вопросы, на которые можно дать следующие ответы:

1. I am well, thank you.
2. No, my husband is not in London now.
3. This woman is an economist.
4. Yes, those are my children.
5. The offers are on the desk.
6. Yes, that is a picture of my family.

Упр. 8. Напишите ситуации по-английски.

Это офис. Он очень большой. Инженеры «Союзэкспорта» сейчас в офисе. Они за своими рабочими столами. Телексы и телеграммы на столе. Это секретарь. Она молодая, приятная женщина.

— Где контракт с фирмой «Грин энд К°», Анна?
— Он на вашем столе.
— А чьи это письма?
— Это ваши письма.
— Спасибо.

УРОК 3

Фонетика:	Звуки [ɔ:], [ɪə], [au], [auə], [v], [tʃ], [θ], [ŋ].
Грамматика:	1. Простое настоящее время глагола **to be**. 2. Местоимения **this, that**. 3. Множественное число существительных. 4. Повелительное наклонение.
Текст:	**Lavrov and Mr Bell.**

ФОНЕТИКА

1. а) Произнесите следующие звуки а затем слова.

[ɔ:]	[ɔ — ɔ:]	[ɪə]	[au]	[auə]	[v]
ɔ:l	pɔt — pɔ:t	dɪə	aut	auə	lɪv
ɔ:də	stɔp — stɔ:	hɪə	hau	pauə	farv
ˈkɔ:nə	dɔt — ˈdɔ:tə	klɪə	braun	tauə	ˈvenɪ
ˈdɔ:tə		ˌendʒɪˈnɪə	wɪˈdaut	flauə	ˈvɪzɪt
wɔ:l					ˈvɪlɪdʒ
					sevn

[tʃ]	[θ]	[s — θ]	[ŋ]	[n — ŋ]
tʃi:z	θɪk	sɪn — θɪn	lɔŋ	sɪn — sɪŋ
tʃaɪld	θɪn	si:m — θi:m	jʌŋ	kɪn — kɪŋ
tʃɛə	nɔ:θ	mɪs — mɪθ	brɪŋ	tʌn — tʌŋ
mætʃ	ti:θ		θæŋk	ˈmɔ:nɪŋ
wɔtʃ	ba:θ		ˈɪŋglɪʃ	

б) Произнесите следующие фразы:

ˈðɪs ɪz ə ⌒ pen — ˈɪz ðɪs ə ⌣ pen?
ˈðɪs ɪz ə ⌒ telɪks — ˈɪz ðɪs ə ⌣ telɪks?
ˈðɪs ɪz ə ⌒ kɔntrækt — ˈɪz ðɪs ə ⌣ kɔntrækt?

2. Прочитайте следующие слова согласно правилам чтения.

wall, dear, town, cheese, bench, bring, tower, corner, our, chair, thank, match, all, very, think, five, north, deer, thin, near, now, long.

ГРАММАТИКА

1.ПРОСТОЕ НАСТОЯЩЕЕ ВРЕМЯ ГЛАГОЛА TO BE

Утвердительная форма

I am. = I'm [aɪm].
You are. = You're [juə].

He is. = He's [hɪz].	We are. = We're [wɪə].
She is. = She's [ʃɪz].	You are. = You're [juə].
It is. = It's [ɪts].	They are. = They're [ðeɪə].

3. Составьте предложения и прочитайте их.

I The company manager The secretary Mr Bell and Nancy They	am is are	in the office.

Отрицательная форма

I am not. = I'm not [aɪm 'nɔt].	We are not. = We aren't.
You are not. = You aren't [a:nt].	You are not. = You aren't.
He is not. = He isn't [ɪznt].	They are not. = They aren't.
She is not. = She isn't.	
It is not. = It isn't.	

4. Составьте предложения и прочитайте их.

I The company manager The secretary They Mr Bell and Nancy	am not isn't aren't	in the office.

Вопросительная форма

Am Are Is Is Is Are Are Are	I you he she it we you they	? ? ? ? ? ? ? ?	Yes, (No),	you I he she it we they	are (aren't). am (am not). is (isn't).

5. Составьте вопросы и ответьте на них.

Are Is	you the company manager the secretary Mr Bell and Nancy they	in the office?	Yes, ... No, ...

2. МЕСТОИМЕНИЯ THIS, THAT

Модель: 1.

— This (that) is a ↘ desk.	— This (that) desk is ↘ good.

This (that) — подлежащее «это», «то»			This (that) — определение «этот», «тот»		
This That	is	an office. a company. a manager. a secretary. a child.	This That	office company manager secretary child	is good.

3. МНОЖЕСТВЕННОЕ ЧИСЛО СУЩЕСТВИТЕЛЬНЫХ

Множественное число существительных образуется путем прибавления окончания **-s**, которое произносится:

[z] — после гласных и звонких согласных звуков (pens, offers);

[s] — после глухих согласных звуков (desks, contracts);

[ɪz] — после звука [s] (offices).

После буквосочетаний **ss**, **sh**, **ch**, **x** прибавляется окончание **-es**, которое произносится [ɪz] (a telex — telexes).

Запомните следующие особенности образования существительных множественного числа:

f → v	a wife — wives
согл. + y → ie	a company — companies но: a day — days

И с к л ю ч е н и я: a child — children [tʃaɪld — 'tʃɪldrən]
a man — men [mæn — men]
a woman — women ['wumən — 'wɪmɪn]

6. Тренируйте модели:

Модель 2.

These (those) are ↘ desks. These (those) desks are ↘ good.

These Those	are	offices. companies. managers. secretaries. children. men. women.	These Those	offices companies managers secretaries children men women	are good (nice).

Модель 3.

These Those	are (↘ not) ↘ pens.

These Those	are	(not)	desks. telexes. letters. offices. secretaries.

Модель 4.

— Are these ↗ letters?	— ↘ Yes, they ↘ are. — ↘ No, they ↘ aren't.

Are	these	pens? cables? telexes? offers? pencils?	Yes, they are. No, they aren't.

Модель 5.

— Are the pencils on the ↗ desk?	— ↘ Yes, they ↘ are. — ↘ No, they ↘ aren't.

Are the	pens cables contracts telexes telephones	on the desk?	Yes, they are. No, they aren't.

Модель 6.

— What are ↘ these (those)? — These (those) are ↘ pencils.

What are these (those)?	These Those	are	cables. desks. telexes. offers contracts. offices.

Модель 7.

— ↘ Where are the pencils? — They are on the ↘ desk.

Where	are	the	pens? cables? telephones? offers? contracts? letters?	They	are	on in	the desk.

13.	**how** [hau]	—	как (вопросительное слово)
14.	**very** ['ven]	—	очень
15.	**well** [wel]	—	хорошо
16.	**thank you** ['θæŋk ju:]	—	спасибо
17.	**too** [tu:]	—	тоже (ставится в конце предложения)
18.	**I** [ai]	—	я
19.	**am** [æm, əm]	—	личная форма глагола to be для 1-го лица единственного числа
20.	**your** [jɔ:]	—	ваш, ваша, ваше, ваши; твой, твоя, твое, твои
21.	**a wife** [waif]	—	жена
22.	**Moscow** ['mɔskou]	—	Москва
23.	**our** [auə]	—	наш, наша, наше, наши
24.	**a child** [tʃaild] мн. ч. children ['tʃildrən]	—	ребенок
25.	**a son** [sʌn]	—	сын
26.	**a daughter** ['dɔ:tə]	—	дочь
27.	**a picture** ['piktʃə]	—	фотография
28.	**a family** ['fæmili]	—	семья
29.	**we** [wi:, wi]	—	мы
30.	**to come** [kʌm]	—	приходить
31.	**to meet** [mi:t]	—	зд. познакомиться

Запомните фразы.

1.	**How are you?**	—	Как вы поживаете?
2.	**I'm glad (you are in London)**	—	Я рад, (что вы в Лондоне)
3.	**What are you?**	—	Кто вы? (по специальности)
	I am an engineer.	—	Я инженер.
4.	**Come and meet (my family)**	—	Приходите познакомиться (с моей семьей)

7. Выучите количественные числительные.

1 — one [wʌn]	7 — seven [sevn]
2 — two [tu:]	8 — eight [eit]
3 — three [θri:]	9 — nine [nain]
4 — four [fɔ:]	10— ten [ten]
5 — five [faiv]	11— eleven [i'levn]
6 — six [siks]	12— twelwe [twelv]

ГОВОРИТЕ ПО-АНГЛИЙСКИ

Упр. 1. а) Назовите, что вы видите на картинках.

Модель:

These (those) are ↘ **pens**.
These (those) **pens** are ↘ good.

б) спросите, что вы видите на картинках и ответьте на вопрос.

Модель:

— Are these (those) ↗ **pens**? — ↘ Yes, they ↘ are.

Упр. 2. Не согласитесь с мнением собеседника.

— Ann is an engi⤵neer.
— ⤵ No, she ⤵ isn't an engineer.
She is a ⤵ secretary.

1. Nancy is the company manager. (a secretary)
2. Mr Bell is the office manager. (the company manager)
3. Lavrov is an economist *. (an engineer)
4. Ann is an economist. (a secretary)
5. Ann and Nancy are engineers. (secretaries)
6. Tom and Dick are economists. (engineers)

Упр. 3. Побеседуйте друг с другом, используя диалоги-модели.

Модель 1.

— Are these (those) ⤴ **cables?**
— ⤵ No, they are ⤵ not.
— What are ⤵ these (those)?
— These (tose) are ⤵ **telexes.**

desks (tables), contracts (offers), pens (pencils), letters (telexes).

* an economist [ɪ'kɔnəmɪst] — экономист

Модель 2.

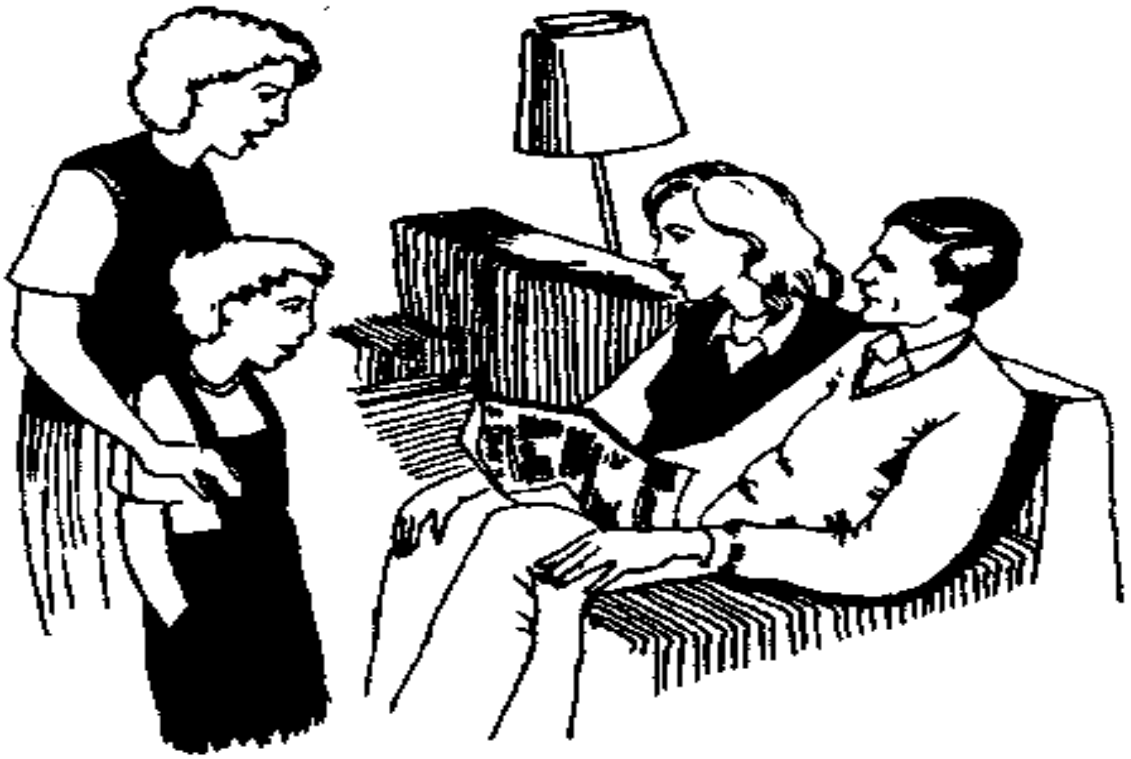
— This is Mr ↘ Bell.
— What ↘ is he?
— He is the company ↘ manager.

Nancy — a secretary; my daughter — a secretary; Lavrov — an engineer; my wife — an economist; my son — the office manager.

Упр. 4. **Хорошо ли вы знаете глагол to be?**

а) Заполните пропуски соответствующей формой глагола;
б) Прочитайте весь текст еще раз;
в) Задайте вопросы по рисунку;
г) перескажите текст.

This ... a picture of a family. The family ... large and nice. This ... Stepanov. He ... a young man. He ... an engineer. And this ... his wife. She ... a young woman. She ... an economist. These ... their * children. They ... very nice children.



Упр. 5. **Ответьте на вопросы.**

What is your husband **?
Is he a good engineer?
Is your husband young?
Where is he now?
How is he?

What are you?
Is your family large?
What is your wife?
Is she a young woman?
Where is she now?

---

* their [ðɛə] — их (притяжательное местоимение)
** husband [ˈhʌzbənd] — муж

ПИШИТЕ ПО-АНГЛИЙСКИ

Упр. 6. Замените выделенные существительные личными местоимениями. Предложения запишите.

1. **Mr Bell** is the company manager.
2. **Lavrov** is in London now.
3. Is **Nancy** a nice woman?
4. **Stepanov and Ivanov** are economists.
5. **The telephones** are on the desks.
6. **The cable** is on the table.
7. How are **your children?** — Very well, thank you.

Упр. 7. Напишите вопросы, на которые можно дать следующие ответы:

1. I am well, thank you.
2. No, my husband is not in London now.
3. This woman is an economist.
4. Yes, those are my children.
5. The offers are on the desk.
6. Yes, that is a picture of my family.

Упр. 8. Напишите ситуации по-английски.

Это офис. Он очень большой. Инженеры «Союзэкспорта» сейчас в офисе. Они за своими рабочими столами. Телексы и телеграммы на столе. Это секретарь. Она молодая, приятная женщина.

— Где контракт с фирмой «Грин энд К°», Анна?
— Он на вашем столе.
— А чьи это письма?
— Это ваши письма.
— Спасибо.

УРОК 4

Фонетика:	Звуки [ə:], [ɔɪ]
Грамматика:	**1. Притяжательные местоимения.**
	2. Притяжательный падеж существительных.
	3. Глагольная форма have got.
	4. Альтернативный вопрос.
Текст:	**Mr Bell's House.**

ФОНЕТИКА

1. а) Произнесите следующие звуки, а затем слова.

[ə:]	[ə: — ɔ:]	[wə:]	[wə:] — [wɔ:]	[ɔɪ]
ˈə:θɪ	bə:d — bɔ:d	wə:d	wə:d — wɔ:k	ɔɪl
gə:l	tə:n — tɔ:n	wə:k	wə:m — wɔ:m	bɔɪ
ˈθə:zðɪ	fə: — fɔ:	ˈwə:kə	wə:ld — wɔ:l	tɔɪ
ˈθə:ˈti:n		wə:s		kɔɪn
ˈsə:tənli		wə:ld		

[tʃ — dʒ]	[v — w]	
tʃes — dʒæz	vet — wet	ˈverɪ‿wel
kætʃ — keɪdʒ	veɪl — weɪl	ˈverɪ‿waɪd
rɪtʃ — brɪdʒ	vi:l — wi:l	ˈverɪ‿wɔ:m

б) Произнесите следующие звукосочетания:

ɑ:r‿ət ðə‿desk
ɑ:r‿ɔn ðə‿teɪbl
ɑ:r‿ɪn ðɪ‿ɔfɪs

2. Прочитайте слова согласно правилам чтения.

girl, bird, burden, third, work, worse, wall, wet, chess, rich, page, bridge, vet, cage, catch, elder, kitchen, large, nice, name, meeting, green, her.

ГРАММАТИКА

1. ПРИТЯЖАТЕЛЬНЫЕ МЕСТОИМЕНИЯ

Личные местоимения	Притяжательные местоимения
I	my
you	your
he	his

Личные местоимения	Притяжательные местоимения
she it we you they	her its our your their

3. Тренируйте модели.

Модель 1.

— Whose ↘ family is this? — This is ↘ my family.

Whose family is this?	This is	her his our your their	family.

Модель 2.

— Whose ↘ letters are these?
— These are ↘ my letters.

Whose letters are these?	These are	his her our your their	letters.

2. ПРИТЯЖАТЕЛЬНЫЙ ПАДЕЖ СУЩЕСТВИТЕЛЬНЫХ

Модель 3.

This is Mr ↘ Bell's desk.

Существительное в притяжательном падеже служит определением к другому существительному, выражает принадлежность и отвечает на вопрос **whose**. Притяжательный падеж существительных в единственном числе образуется путем прибавления к существительному окончания -'s (my son's, Nancy's).

Окончание притяжательного падежа читается так же, как окончание -s множественного числа имен существительных.

Whose desk is this?	This is	Nancy's my son's our secretary's my daughter's the manager's Lavrov's	desk.

Модель 4.

These are my ↘ sons' letters.

Притяжательный падеж существительных во множественном числе обозначается только одним апострофом, который ставится после окончания -s (the engineers' desks, the secretaries' letters). Если существительное во множественном числе не имеет окончания -s, то притяжательный падеж образуется, как у существительных в единственном числе (the children's room).

Whose letters are these?	These are	my sons' the engineers' the economists' our secretaries' my children's	letters.

3. ГЛАГОЛЬНАЯ ФОРМА HAVE GOT

4. Прочитайте предложения.

1. I **have got** a small family.
2. My friend **has not got** a son. He **has got** a daughter.
3. — **Have** your children **got** a large room?
   — Yes, they **have**.

Глагольная форма **have got** соответствует русскому глаголу «иметь».

Утвердительная форма

I have got = I've got. You have got = You've got. He has got = He's got. She has got = She's got. It has got = It's got.	We have got = We've got. You have got = You've got. They have got = They've got.

5. Составьте предложения и прочитайте их.

I		a nice sitting-room.
You		two children.
They	have got	a good office.
Our manager	has got	two offers from GML.
The secretary		a small family.

Отрицательная форма

I have not got = I haven't got. You have not got = = You haven't got. He has not got = He hasn't got. She has not got = She hasn't got. It has not got = It hasn't got.	We have not got = = We haven't got. You have not got = = You haven't got They have not got = = They haven't got.

6. Составьте предложения и прочитайте их.

We		a large kitchen.
They		a carpet in the sitting-room.
Our manager	haven't got	a telephone.
The secretary	hasn't got	offers from GML.
		a large family.

Вопросительная форма

Have	I	got ...?	Yes,	you	have.
Have	you	got ...?		I	
Has	he	got ...?		he	has.
Has	she	got ...?		she	
Has	it	got ...?		it	
Have	we	got ...?	No,	we	haven't.
Have	you	got ...?		they	hasn't.
Have	they	got ...?			

7. Составьте вопросы и ответьте на них.

Have	you		a nice kitchen?	
Has	they		two sons?	
	your children	got	a large room?	Yes, ...
	your manager		a good office?	No, ...
	the secretary		a large family?	
			a large sitting-room?	

4. АЛЬТЕРНАТИВНЫЙ ВОПРОС

Модель 5.

— Is your friend an engi⤴neer or an e⤵conomist?
— He is an e⤵conomist.

Is	Nancy Mr Bell Lavrov	a secretary or an engineer? the company manager or the office manager? an engineer or an economist? in London or an Moscow now?	He She	is	a secretary. the company manager. in London. an engineer.

Модель 6.

— Is your bedroom ⤴ large or ⤵ small?
— It's ⤵ large.

Is	your sitting-room your kitchen your friend's office your secretary's desk Mr Bell's house	large or small?	It is	large. small.

Модель 7.

— Have you got a ⤴ son or a ⤵ daughter?
— I've got a ⤵ son.

Have Has	you your manager Mr Bell Nancy Lavrov they	got	a son or a daughter?	I He She They	have got has got	a son. a daughter.

Речевые модели

Модель 1.

— What colour is the ⤵ pen? — It's ⤵ green.

What colour	is are	the table? the pencils? the telephone? the desks?	It's They are	green. white. brown.

Модель 2.

— What is your ⤵ name? — My name is ⤵ Ann.

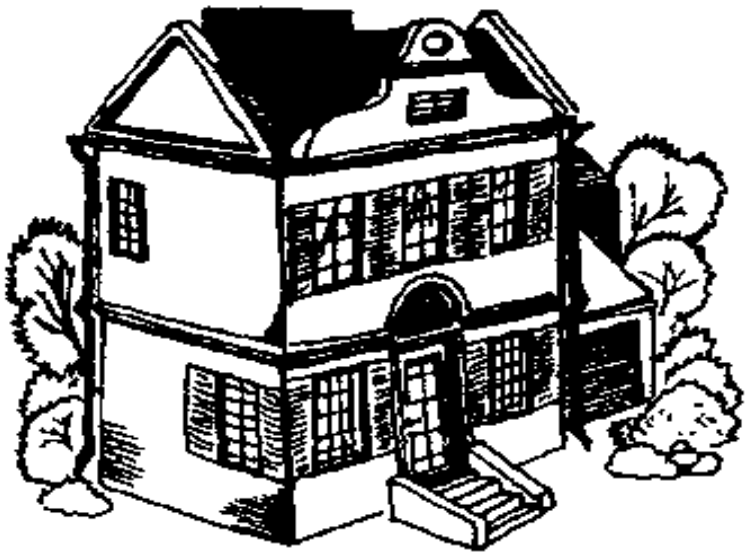
What	is are	your your son's your daughter's your wife's your children's	name? names?	My His Her Their	name names	is ... are ...

Модель 3. — How old is your ↘ son? — He is ↘ 12.

How old	is are	your daughter? your child? your children? you? Mr Bell? Nancy?	I She He They	am ... is ... are ...

TEXT

Mr Bell's House.



This is Mr 'Bell's ↘ house. Mr 'Bell and his ↗ sons are in the ↘ sitting-room. His 'sons' 'names are 'Tom and ↘ Jim. They are 'good ↘ friends. The 'elder 'boy 'Tom is ↗ 13 and Jim is ↘ 10.
The 'sofa in Mr 'Bell's 'sitting-room is ↗ red and the 'armchairs are ↘ brown. The 'carpet is ↘ green. The 'room is 'very ↘ comfortable. Mrs * Bell is ↘ not in this room. She is in the ↘ kitchen.
Their 'daughter's 'name is ↘ Susan. She is a ↘ small girl. She is ↘ five. Susan is ↘ not well now. She is in the ↘ bedroom.

* * *

Mrs 'Bell, Lav'rov and his 'friend are in the ↘ sitting-room now.
Lavrov: It's 'nice to ↘ meet you, Mrs Bell. You've 'got a 'very 'good ↘ house.

---

* Mrs ['misiz] — госпожа (употребляется перед фамилией замужней женщины)

Mrs Bell: ⤴ Thank you. And what about ⤵ you, Mr Lav⤵rov? 'Have you got a ⤴ house or a ⤵ flat?

Lavrov: We've 'got a 'three-'room 'flat in ⤴ Moscow with a 'large 'kitchen and a ⤵ bathroom.

Mrs Bell: 'Is 'Moscow a ⤴ nice city?

Lavrov: ⤵ Yes, ⤵ certainly.

Запомните слова.

1. **her** [hə:] — ее (притяжательное местоимение)
2. **its** [ɪts] — ее, его (притяжательное местоимение, относящееся к неодушевленным существ.)
3. **a house** [haus] — дом
4. **a sitting-room** ['sɪtɪŋ rum] — гостиная
5. **a name** [neɪm] — имя
6. **a friend** [frend] — друг
7. **elder** ['eldə] — старший
8. **a boy** [bɔɪ] — мальчик
9. **a sofa** ['soufə] — диван
10. **red** [red] — красный
11. **green** [gri:n] — зеленый
12. **an armchair** ['a:mtʃɛə] — кресло
13. **brown** [braun] — коричневый
14. **a carpet** ['kɑ:pɪt] — ковер
15. **a room** [rum] — комната
16. **comfortable** ['kʌmfətəbl] — уютный, удобный
17. **a kitchen** ['kɪtʃɪn] — кухня
18. **small** [smɔ:l] — маленький
19. **a girl** [gə:l] — девочка
20. **a bedroom** ['bedrum] — спальня
21. **to have got** [həv 'gɔt] — иметь
22. **a flat** [flæt] — квартира
23. **a bathroom** ['bɑ:θrum] — ванная
24. **a city** ['sɪtɪ] — город
25. **certainly** ['sə:t(ə)nlɪ] — конечно, несомненно
26. **colour** ['kʌlə] — цвет
27. **what** [wɔt] — какой

Запомните фразы.

1. **It's nice to meet you.** — Приятно познакомиться с вами
2. **What about you?** — А как вы? (как насчет вас?)
3. **What's your name?** — Как вас зовут?
4. **How old are you?** — Сколько вам лет?

8. Выучите количественные числительные:

13 — thirteen ['θə:'ti:n]
14 — fourteen ['fɔ:'ti:n]
15 — fifteen ['fɪfti:n]
16 — sixteen ['sɪks'ti:n]
17 — seventeen ['sevn'ti:n]
18 — eighteen ['eɪ'ti:n]
19 — nineteen ['naɪn'ti:n]
20 — twenty ['twentɪ]

30 — thirty ['θə:tɪ]
40 — forty ['fɔ:tɪ]
50 — fifty ['fɪftɪ]
60 — sixty ['sɪkstɪ]
70 — seventy ['sevntɪ]
80 — eighty ['eɪtɪ]
90 — ninety ['naɪntɪ]

21 — twenty-one
32 — thirty-two
43 — forty-three
54 — fifty-four
65 — sixty-five

ГОВОРИТЕ ПО-АНГЛИЙСКИ

Упр. 1. Не согласитесь с мнением собеседника.

Модель 1.

— This is Mr ↘ **Green's office.**
— No, it's not ↘ **his office.**
It's Mr ↘ **Bell's office.**

the secretary's desk (the manager), Tom's room (Susan), Nancy's family (Lavrov), Mrs Bell's bedroom (her daughter).

Модель 2.

— **Is this your ↗ daughter's room?**
— ↘ No, **this is not** ↘ **her room.**
This is ↘ **my room.**

your daughter's pens, your son's bedroom, Tom and Jim's pencils.

Упр. 2. Побеседуйте друг с другом, используя диалоги-модели.

Модель 1.

— Is this ↗ **Nancy's house?**
— ↘ No, this is not ↘ **her house.**
— ↘ Whose **house** is this?
— This is Mr ↘ **Bell's house.**

Tom's room (Jim), the secretary's telephone (the manager), your son's flat (my daughter), the secretary's desk (the manager).

Модель 2.

— **Is Mr Bell's desk ↗ white?**
— ↘ No, it ↘ isn't **white.**
— What ↘ **colour is his desk?**
— It's ↘ **brown.**

Nancy's house (red, green), your daughter's sofa (brown, red), your friend's telephone (white, red), Mrs Bell's carpet (brown, green).

Модель 3.

— Are your pens ⤴ green?
— ⤵ No, they ⤵ aren't green.
— What ⤵ colour are your pens?
— They are ⤵ brown.

your armchairs (green, brown), the desks in your office (white, brown).

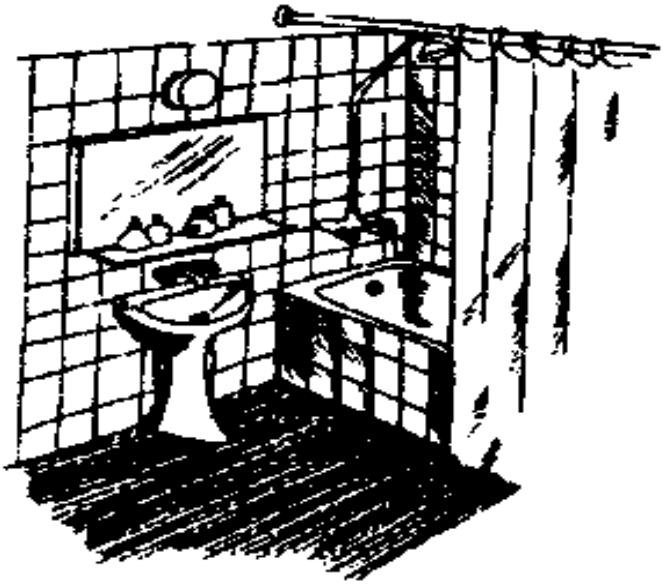
Упр. 3. Задайте вопросы к рисункам и ответьте на них.

Модель 1.

— Is Jim ⤴ four or ⤵ ten?
— He is ⤵ ten.
He is a very nice ⤵ boy.

The house is large (small).

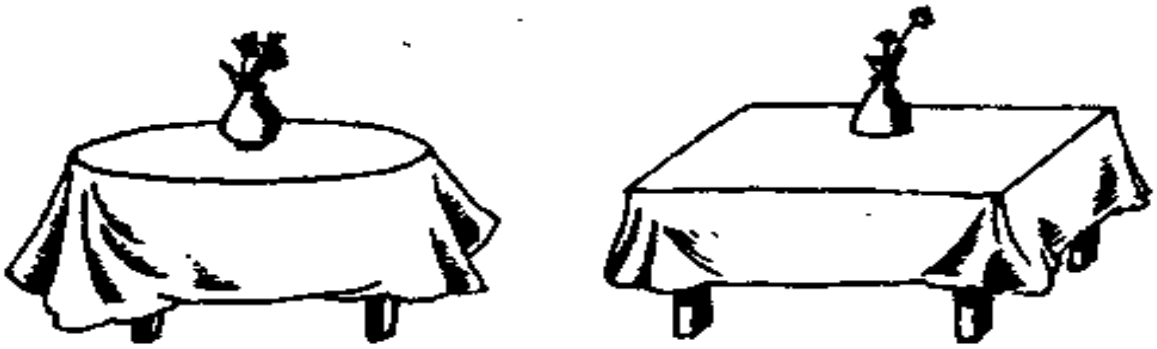
The man is 40 (20).



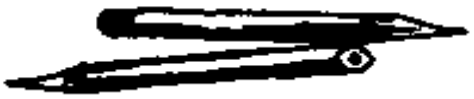
The bathroom is small (large).

Модель 2.

— Are these ↗ **cables** or ↘ **telexes**?
— These are ↘ **telexes**.
They are ↘ **Lavrov's telexes**.



(desks)



(pens)

(telexes)

Упр. 4. Побеседуйте друг с другом, используя диалоги-модели.

Модель 1.

— I've got a ↘ **three-room flat**.
And what about ↘ you?
— I ↘ haven't got **a three-room flat**.
I've got a ↘ **two-room flat**.

a large kitchen (small); four armchairs (two); a red carpet (green); a small family (large).

Модель 2.

— My friend has got a ↘ **three-room flat**.
And what about ↘ your friend?
— My friend ↘ hasn't got **a three-room flat**.
He has got a ↘ **two-room flat**.

a large sitting-room (small); two children (one child); two telephones in the flat (one); a brown sofa (green).

Упр. 5. Хорошо ли вы знаете форму глагола have got?
а) Подчеркните нужную форму глагола;
б) Прочитайте текст упражнения еще раз;
в) Задайте друг другу вопросы о квартире Лаврова;
г) Расскажите о его квартире.

Lavrov and his wife (have got, has got) two children — a son and a daughter.

They (have got, has got) a three-room flat in Moscow. They (have got, has got) a sitting-room, a bedroom, a children's room, a large kitchen and a bathroom. They (have got, has got) a sofa, a small table and two armchairs in the sitting-room. The sofa is red and the armchairs are red too.

Their daughter (have got, has got) a nice brown desk. It is in the children's room.

Their son (haven't got, hasn't got) a desk. He is very small.

Упр. 6. Ответьте на вопросы.

1. Have you got a family?
2. Is your family large or small?
3. What's your wife's (husband's) name?
4. How old is she (he)?
5. What is she (he)?

* * *

6. Have you got children?
7. Have you got a son or a daughter?
8. What's your son's (daughter's) name?
9. Is he (she) a small boy (girl)?
10. How old is he (she)?

* * *

11. Have you got a flat in Moscow?
12. Is Moscow a very nice city?
13. Is your flat large or small?
14. Is it comfortable?
15. Have you got a sitting-room?
16. Is it large?

* * *

17. Have you got a sofa and armchairs in your sitting-room?
18. What colour is the sofa?
19. And what about the armchairs? Have you got a carpet in your bedroom?
20. What colour is the carpet?

Упр. 7. Выучите диалог, который вы можете использовать, встречаясь с представителями иностранных фирм, и воспроизведите его.

— Oh, Mr Bell (Mr Lavrov), it's nice to meet you. I'm glad you are in Moscow (in London). How are you?
— Very well, thank you. And what about you?
— I'm well too, thank you.

Упр. 8. Что вы можете рассказать о своей семье и квартире или о семье и квартире своего друга.

Упр. 9. Представьте, что вы встречаетесь с представителем иностранной фирмы. Расспросите его о семье и квартире (доме), начав беседу с диалога (упр. 7).

ПИШИТЕ ПО-АНГЛИЙСКИ

Упр. 10. Напишите диалоги, используя модели.

Модель 1.

— It's an office.
— Whose office is it?
— It's Mr Bell's office.

1. It's a house. (my friend)
2. It's a family. (our manager)
3. It's a picture. (my daughter)
4. It's a telephone. (our secretary)
5. It's an office. (Lavrov)

Модель 2.

— Have you got a house?
— No, I haven't got a house. I've got a flat.

1. Have you got a son? (a daughter)
2. Have you got a two-room flat? (a one-room flat)
3. Has your friend got a large family? (a small family)
4. Has your manager got a small desk? (a large desk)
5. Have you got a green sofa? (a red sofa)
6. Has your friend got a brown carpet? (a red carpet)

Упр. 11. Напишите вопросы и ответы к рисункам упр. 3.

Упр. 12. Напишите вопросы, на которые можно дать следующие ответы:

1. Yes, I've got a family.
2. My family is not large. It's small.
3. My husband is an economist.
4. Yes, I've got two children.
5. Their names are Kate and Max.
6. Kate is three and Max is seven.
7. No, we haven't got a house.
8. We've got a flat in Moscow.
9. Yes, we've got comfortable armchairs in the sitting-room.
10. The armchairs are green.

Упр. 13. Напишите рассказ о вашей семье или о семье и квартире вашего друга.

УРОК 5

Фонетика:	Звуки [ʒ], [uə]
Грамматика:	1. Простое настоящее время (The Simple Present Tense). 2. Наречия неопределенного времени. 3. Отрицательная форма повелительного наклонения.
Текст:	**After Lunch**

ФОНЕТИКА

1. Произнесите следующие звуки а затем слова.

[ʒ]	[uə]	[f — θ]	[d — ð]	[w — ð]
ˈmeʒə	ʃuə	fri: — θri:	den — ðen	wen — ðen
ˈpleʒə	tuə	fɔ:t — θɔ:t	deɪ — ðeɪ	weɪ — ðeɪ
ˈtreʒə	ˈdjuərɪŋ	def — deθ	dɛə — ðɛə	wɛə — ðɛə
ˌtelɪˈvɪʒn	ˈju:ʒuəlɪ			wɪð — ðɪs

[w — d — ð]	[ɪ — e — æ]	[ɔ — ɔ: — ou]
wen — den — ðen	bɪn — ben — bæn	kɔt — kɔ:t — kout
weɪ — deɪ — ðeɪ	dɪd — ded — dæd	rɔt — rɔ:t — rout
wɛə — dɛə — ðɛə	tɪn — ten — tæn	tʃɔk — tʃɔ:k — tʃouk

2. Прочитайте слова согласно правилам чтения.

turn, street, walk, joke, back, berry, top, ship, poor, dress, heat, sport, start, see, little, mix, then, chat, sun, walk, pleasure.

ГРАММАТИКА

1.ПРОСТОЕ НАСТОЯЩЕЕ ВРЕМЯ (THE SIMPLE PRESENT TENSE)

3. Прочитайте предложения.

1. I **read** letters and telexes in my office every day.
2. My friend **comes** to the office at 9.
3. Our engineers **do not write** letters every day.
4. — **Does** your manager **come** to the office at 8?
   — No, he **does not**.

> The Simple Present Tense употребляется для выражения постоянного или повторяющегося действия.

Утвердительная форма

I read	We read
You read	You read
He reads	They read
She reads	

В 3-м лице единственного числа глаголы в Simple Present имеют окончание -s (-es), которое читается:

[z] — после звонких согласных и гласных: come — comes, go — goes;

[s] — после глухих согласных: meet — meets;

[iz] — после шипящих и свистящих согласных: finish — finishes.

Особенности правописания окончания -s

1. Если глагол оканчивается на -o, -s, -ss, -sh, -ch, -x, то в 3-м лице единственного числа к нему прибавляется окончание -es: to go — goes, to finish — finishes, to discuss — discusses.
2. Если глагол оканчивается на -y с предшествующей согласной, то в третьем лице единственного числа к нему прибавляется окончание -es, а буква y меняется на i: to study — studies. Но: to stay — stays.

4. Составьте предложения и прочитайте их.

I He We The secretary Our engineers My friend	read reads	cables	in the morning.

Отрицательная форма

I You He She	do not do not does not does not	(don't) (don't) (doesn't) (doesn't)	read read read read
We You They	do not do not do not	(don't) (don't) (don't)	read read read

Отрицательная форма глаголов в Simple Present образуется при помощи вспомогательного глагола **do** [du:] (в третьем лице единственного числа **does** [dʌz]) и частицы not. Сокращенные формы: **don't** [dount], **doesn't** [dʌznt].

5. Составьте предложения и прочитайте их.

I She The manager Our engineers Nancy	don't doesn't	write letters in the morning.

Вопросительная форма

Do	I	↗read?	Yes, (No),	you	↘do	(↘don't).
Do	you	↗read?		I	↘do	(↘don't).
Does	he	↗read?		he	↘does	(↘doesn't).
Does	she	↗read?		she	↘does	(↘doesn't).
Do	we	↗read?		you	↘do	(↘don't).
Do	you	↗read?		we	↘do	(↘don't).
Do	they	↗read?		they	↘do	(↘don't).

Вопросительная форма глагола в Simple Present образуется с помощью вспомогательного глагола **do (does)**, который ставится перед подлежащим. Краткий ответ состоит из подлежащего, выраженного соответствующим местоимением, и вспомогательного глагола.

6. Составьте предложения и прочитайте их.

Do Does	you he they your manager your engineers	read letters in the morning?	Yes, ... No, ...

7. Тренируйте модели.

Модель 1.

— When do you come to the ↘ office?
— At 9 in the ↘ morning.

When	do does	you your friend the secretary the manager Lavrov your engineers	come to the office?

Модель 2.

— What do you do in the office in the ↘ morning?
— I read cables and telexes.

What	do does	you your friend your engineers the manager Mr Bell's secretary	do	in the office in the morning?

2. НАРЕЧИЯ НЕОПРЕДЕЛЕННОГО ВРЕМЕНИ

Модель 3.

Our manager **often** writes letters in the ↘ morning.

Наречия неопределенного времени: **often** «часто», **usually** «обычно», **seldom** «редко», **sometimes** «иногда», **always** «всегда» обычно стоят перед смысловым глаголом.

Our manager Our secretary	always seldom often sometimes usually	writes letters in the morning.

Модель 4.

My friend is always in the office at ↘ 9.

Наречия неопределенного времени ставятся после глагола **to be.**

I My friend The engineers	am is are	always seldom often sometimes	in the office at 9.

Модель 5.

— Do you write ↗ letters in the office?
— I ↘ **often** do.

Do Does	you you manager	write letters in the office?

I He	always often seldom sometimes usually	do. does

3. ОТРИЦАТЕЛЬНАЯ ФОРМА ПОВЕЛИТЕЛЬНОГО НАКЛОНЕНИЯ

Модель 6. Don't write this letter ◝ now!

Отрицательная форма повелительного наклонения образуется при помощи вспомогательного глагола do с отрицанием not (don't), который ставится перед смысловым глаголом.

Don't	read the cables do this work go home watch television	now!

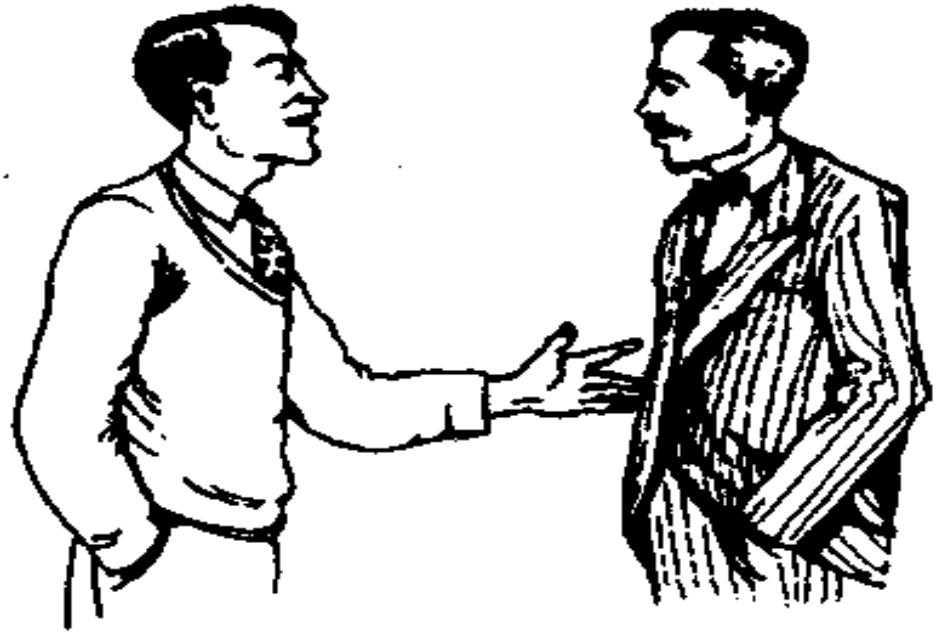
Речевая модель

I know your company is very ◝ large.

I know	your city is very large. you've got an offer from GML. your friend is the office manager you've got a nice flat. Mr Bell's daughter is a small girl.

TEXT

After Lunch



After ◟ lunch Lav'rov, his 'friend and Mr 'Bell 'go to the ◝ sitting-room.

Lavrov: I 'know your 'company is 'very ↘ large, Mr Bell.
Bell: ↘ Yes, we've 'got 'offices in 'different ↘ cities. I 'meet our 'customers every ↘ day.
Lavrov: Oh, ↗ really? And 'when do you 'usually 'come to the ↘ office?
Bell: At 9 in the ↘ morning.
Lavrov: 'Do you 'stay in the 'office 'all ↗ day?
Bell: I ↘ often do. I 'read 'cables and ↗ telexes and 'write ↘ letters.
Lavrov: I 'do that in my 'office in 'Moscow ↘ too.
Bell: 'Are you 'always 'very ↗busy?
Lavrov: ↘ Yes, 'very 'busy till '6 o'↘clock.
Bell: I 'finish my 'work at 6 ↗ too and 'come 'home at ↘ 7.
Lavrov: 'Do you 'always 'stay at 'home in the ↗ evenings?
Bell: ↘ Not always. 'Sometimes we go ↗ out, but 'sometimes we 'stay at ↗ home and 'read ↗ books or 'watch tele-↘vision.
Lavrov: 'That 'sounds ↘ nice.

Запомните слова и словосочетания.

1. **lunch** [lʌntʃ] — лэнч, обед
   to have lunch — обедать
2. **after** [ɑ:ftə] — после
3. **to** [tə] — в, на, к (предлог, выражающий направление движения)
4. **to go** [gou] — идти
   to go to the office
5. **to know** [nou] — знать
6. **different** ['difrənt] — разный, различный
7. **seldom** ['seldəm] — редко
8. **a customer** ['kʌstəmə] — заказчик
9. **every** ['evri] — каждый
10. **a day** [dei] — день
11. **when** [wen] — когда (вопросительное слово)
12. **usually** ['ju:ʒuəli] — обычно
13. **to stay** [stei] — находиться, оставаться
    to stay in the office
14. **all** [ɔ:l] — весь, вся, все, все
15. **often** ['ɔfən] — часто
16. **to read** [ri:d] — читать
17. **to write** [rait] — писать
18. **to do** [du:] — делать
19. **to be busy** ['bizi] — быть занятым
20. **always** ['ɔ:lwəz] — всегда
21. **till** [til] — до
22. **o'clock** [ə'klɔk] — (употребляется для указания времени)
    at 9 o'clock — в 9 часов
23. **to finish** ['finiʃ] — кончать
24. **work** [wə:k] — работа
25. **home** [houm] — дом, жилище
    at home — дома

to stay (to be) at home	—	находиться (быть) дома
26. **to come (go) home**	—	приходить (идти) домой
27. **an evening** [ˈiːvnɪŋ]	—	вечер
in the evening (morning)	—	вчером (утром)
28. **sometimes** [ˈsʌmtaɪmz]	—	иногда
29. **to go out** [ˈgou ˈaut]	—	зд. проводить время вне дома
30. **but** [bʌt]	—	но
31. **a book** [buk]	—	книга
32. **to watch television** [ˈwɔtʃˌteliːˈvɪʒn]	—	смотреть телевизор
33. **really** [ˈrɪəli]	—	действительно

Запомните фразу.

That sounds [saundz] **nice**	—	Чудесно!

ГОВОРИТЕ ПО-АНГЛИЙСКИ

Упр. 1. Побеседуйте друг с другом, используя диалоги-модели.

Модель 1.

— I finish my work at ↘ 5.
And what about ↘ you?
— I ↘ don't finish my work at 5.
I finish my work at ↘ 6.

1. I Stay at home in the evenings. (to go out)
2. I watch television every evening. (to read books)
3. We meet customers in the evening. (in the morning)
4. Our engineers have lunch at 11 o'clock. (at 12)

Модель 2.

— My friend finishes his work at ↘ 5.
And what about your ↘ friend?
— My friend ↘ doesn't finish his work at 5.
He finishes his work at ↘ 6.

1. Our manager stays in the office all day. (till 5)
2. Our secretary reads cables and telexes in the morning. (after lunch)
3. My friend reads books in the evening. (to watch television)

Модель 3.

— I come to the office at 10 in the ↘ morning.
— Do you ↗ really come to the office at 10?
— ↘ Yes, I ↘ do.

Модель 4.

— I know Mr Bell comes to the office at ↘ 8.
— Does he ↗ really come to the office at 8?
— ↘ Yes, he ↘ does.

1. I go out every evening.
2. My children watch television every day.
3. Our engineers meet customers every morning.
4. We finish our work at 5.

1. I know Nancy stays in the office after 6.
2. I know Mr Bell has lunch at 3 every day.
3. I know Susan watches television after 9 in the evening.
4. I know Lavrov often goes to London.

Упр. 2. Скажите, что вы делаете то же самое. Употребите одно из следующих слов: always, often, sometimes, usually, seldom.

Модель:

— I come to the office at ↘ 10.
— I sometimes come to the office at 10 ↘ too.

1. I have lunch at 2.
2. I stay in the office all day.
3. Our manager meets customers in the morning.
4. Our secretary reads cables and telexes in the morning.
5. My wife (husband) comes home at 7 in the evening.
6. Our engineers are busy till 6 o'clock.
7. My children watch television after lunch.
8. My friend's son (daughter) is at home at 4.

Упр. 3. Побеседуйте друг с другом, используя диалог-модель.

Модель:

— I don't come to the office at ↘ 9.
— When do you usually come to the ↘ office?
— I always come to the office at ↘ 8.

1. I don't finish my work at 6. (at 7)
2. Our manager doesn't meet customers in the morning. (after lunch)
3. My child is small. He doesn't watch television in the evening. (in the morning)
4. Mr Bell doesn't come at 6. (at 7)
5. Our engineers don't have lunch at 3. (at 2)
6. My son (daughter) doesn't read books after lunch.

Упр. 4. Попросите собеседника не делать чего-либо.

Модель:

Don't stay in the office after ↘ 6.

1. to watch television after 10.
2. to read telexes and cables now.
3. to write letters now.

4. to meet the customers after lunch.
5. to finish the work now.
6. to read this book.

Упр. 5. Хорошо ли вы помните артикли?
а) Вставьте артикли, где необходимо.
б) Прочитайте текст еще раз.
в) Задайте друг другу вопросы о рабочем дне Петрова.
г) Расскажите о его рабочем дне.

Lavrov has got ... friend. His name is Petrov. He is ... engineer of Soyuzexport. It is ... large company. They've got ... customers in ... different cities. At 9 o'clock Petrov comes to his office. He stays in ... office all day. In ... morning he reads ... cables and telexes, and after lunch he writes ... letters to ... different companies.

Petrov usually finishes his work at 6 in ... evening, but sometimes he stays in ... office till 7 o'clock.

Упр. 6. Прочитайте диалог, задайте к нему вопросы и воспроизведите его.

Lavrov: What do you usually do at weekends, Mr Bell?
Bell: Oh, at weekends we often go to Brighton [braɪtən].
Lavrov: Brighton? Is it a nice place?
Bell: Yes, it's a very nice place near London. We go to Brighton in the morning and stay there all day.
Lavrov: That sounds nice.
Bell: But we don't always go out at weekends. Sometimes we stay at home and meet our friends or watch television.
Lavrov: We often do that at weekends too.

Запомните новые слова.

at weekends ['wi:kendz]	—	в конце недели
a place [pleɪs]	—	место
there ['ðɛə]	—	там
near [nɪə]	—	около

Упр. 7. Давайте поговорим: а) о вашем рабочем дне:

1. What are you?
2. Is your company large or small?
3. When do you usually come to the office?
4. Do you always stay in the office all day?
5. Are you very busy all day?
6. When do you finish your work?
7. When do you come home in the evening?
8. What do you sometimes do at home in the evenings?

б) о выходных днях вашего друга:

1. To what place does your friend sometimes go at weekends?
2. Is it a nice place?
3. Does he go there with his family?

4. When does he come there?
5. Does he stay there all day?
6. When does he come home in the evening?
7. What does he do in the evening at home?
8. Does he often or seldom meet his friends at weekends?

Упр. 8. Итак, что вы можете рассказать: о своем рабочем дне, о рабочем дне своего друга, о ваших выходных днях, о выходных днях вашего друга.

Упр. 9. Представьте, что:

а) в перерыве между переговорами вы беседуете с представителем иностранной фирмы; спросите его о рабочем дне, о том, что он делает по вечерам и в выходные дни.

б) вы — представитель иностранной фирмы. В перерыве между переговорами спросите инженера Иванова о его рабочем дне, о том, что он делает по вечерам и в выходные дни.

ПИШИТЕ ПО-АНГЛИЙСКИ

Упр. 10. Напишите ответные реплики в соответствии со следующими моделями:

Модель 1.

— I come to the office at ↘ 8 every day.
— And I ↘ don't come to the office at 8. I come to the office at ↘ 9.

1. My friend writes letters to the customers in the evening.
2. My child watches television after lunch.
3. I always stay at home in the evening.
4. The manager of the office usually meets customers at 11 o'clock in the morning.
5. Our engineers have lunch at 1.
6. We finish our work at 7.
7. I stay in the office till 4 o'clock.

Модель 2.

— I finish my work at ↘ 3.
— Do you ↗ really finish your work at 3? And I finish my work at ↘ 6.

1. Our secretary comes to the office at 8.
2. Our engineers meet customers in the evening.
3. Our manager stays in the office till 9 in the evening.
4. The economist of our office finishes his work at 5.
5. I always have lunch at 4.

Упр. 11. Составьте предложения из следующих слов:

1. in the evening, is, my elder son, at 7, at home, usually.
2. stay, we, at home, often, in the evening.
3. in the morning, writes, usually, the secretary, letters.

4. watch, after 10, don't, television.
5. your manager, finish, at 7, his work, sometimes, does?

Упр. 12.Напишите вопросы, на которые можно дать следующие ответы:

1. Yes, I've got a flat.
2. I haven't got a three-room flat.
   I've got a two-room flat.
3. No, my sitting-room is not very large.
4. Yes, we've got a sofa in our sitting-room.
5. The sofa is green.
6. Yes, we often stay at home in the evenings.
7. We read books and watch television in the evenings.

Упр. 13.Напишите рассказ: а) о своем рабочем дне; б) о своем выходном дне.

УРОК 6

Фонетика:	Звук [aɪə]
Грамматика:	1. Вопросы к подлежащему.
	2. Прилагательные **many, much.**
	3. Расчлененные вопросы.
Текст:	**Is It Difficult For You to Learn English?**

ФОНЕТИКА

1. Произнесите следующие звуки, звукосочетания, а затем слова.

[aɪə]	[tw]	[tr]	[fr]	[pl]
faɪə	twelv	traɪ	fraɪ	pleɪt
taɪəd	'twentɪ	tri:	fri:	pleɪn
kwaɪət	twaɪs	tri:t	fri:z	plɑ:nt
rɪ'kwaɪə	twi:d	træm	frend	pli:z
ɪn'kwaɪərɪ		treɪn		'pleʒə

[i: — ɪ — e]	[æ — ʌ — ɔ]	[ʌ — ɔ — ɔ:]
fi: — fɪl — fel	kæt — kʌt — kɔt	kʌt — kɔt — kɔ:t
ri:d — rɪd — red	læk — lʌk — lɔk	ʃʌt — ʃɔt — ʃɔ:t
si:t — sɪt — set	sæŋ — sʌŋ — sɔŋ	tʃʌk — tʃɔk — tʃɔ:k

2. Прочитайте слова согласно правилам чтения.

talk, worse, summer, port, chose, hard, lamp, fire, much, match, pay, tractor, rain, tyre, shirt, play, coin, teacher, film.

ГРАММАТИКА

1. ВОПРОСЫ К ПОДЛЕЖАЩЕМУ

3. Прочитайте диалоги.

— **Who is** the President of your company?
— Mr Brown is.

— **Who has got** a large family?
— My friends have.

— **Who comes** to the office at 9?
— Our engineers do.

В вопросе к подлежащему сказуемое стоит в 3-м лице единственного числа. Краткий ответ на такой вопрос состоит из подлежащего и соответствующей формы глаголов **to be** или **to have.**

Для всех остальных глаголов употребляется соответствующая форма вспомогательного глагола **do.**

4. Тренируйте модели.

Модель 1.

— Who is the manager of Bell & ↘ Co?
— ↘ I am.

Who is	the secretary of your office? your office manager? the secretary of Mr Bell's office? the president of your company?

Модель 2.

— Who has got a large ↘ flat?
— ↘ I have.

Who has got	three children? a nice secretary? a three-room flat in Moscow? a large office? a comfortable sitting-room?

Модель 3.

— Who meets customers in your ↘ office?
— Our manager does.

Who	writes letters reads cables writes telexes	in your office?

2.ПРИЛАГАТЕЛЬНЫЕ MANY, MUCH

Модель 1.

Our manager writes many letters every ↘ day.

Прилагательное **many** «много» употребляется с исчисляемыми существительными.

My friend	reads writes	many	letters telexes cables offers	every day.

Модель 2.

— How many children have you ↘ got?
— I've got ↘ two children.

How many	children rooms armchairs friends books customers	have you got?

Модель 3. I don't drink much coffee in the ↘ morning.

Прилагательное **much** «много» употребляется с исчисляемыми существительными.

I My elder son	don't doesn't	drink	much	coffee tea milk	in the morning

3. РАСЧЛЕНЕННЫЕ ВОПРОСЫ

Модель 4.
— Nancy is a ↘ good secretary, ↗ isn't she?
— ↘ Yes, she is.

Расчлененные вопросы употребляются, когда говорящий ожидает от собеседника подтверждения высказанной мысли. В русском языке им соответствуют обороты «не так ли?», «не правда ли?»

Lavrov You Your President Our engineers	is are	a young man very busy all day, in London now, at the lesson now,	isn't aren't	he? they? you?

Модель 5.
— Lavrov has got a flat in ↘ Moscow, ↗ hasn't he?
— ↘ Yes, he ↘ has.

Mrs Bell Your friends You	has got have got	a large family a nice house, a two-room flat, many books at home,	hasn't haven't	she? they? you?

Модель 6.
— Lavrov sometimes goes ↘ to London, ↗ doesn't he?
— ↘ Yes, he ↘ does.

Mr Bell	comes to the office at 9, meets customers in the morning, stays in the office till 6, goes to Brighton at weekends, watches television in the evening,	doesn't he?

Речевые модели

Модель 1. We usually have lessons in the ↘ morning.

I Our office manager Pavlov We Our engineers Our secretary	sometimes often seldom	have has	lunch talks lessons	at 12. in the morning. in the evening.

Модель 2. It's a pleasure to stay at home in the ↘ evenings.

It's a pleasure	to watch television. to go to London. to read good books. to meet friends at weekends. to come home after work. to go out in the evenings.

Модель 3. It's difficult (for me) to write many letters every ↘ day.

It's difficult (for me)	to stay in the office till 7 to read many cables to meet many customers to finish work at 8 to come to the office at 8	every day.

Модель 4.

— Is Brighton a ↗ large city?
— ↘ No, I ↘ don't think so.

— Is Smolensk a ↗ large city?
— ↘ Yes, I ↘ think so.

Is it difficult to meet many customers every day? Is Jim Mr Bell's elder son? Is Lavrov's family in London? Does your manager meet customers in the evening? Are Lavrov's children nice? Is Lavrov's wife a young woman?	No, I don't think so. Yes, I think so.

TEXT

Is it Difficult For You to Learn English?

Mrs 'Bell 'comes into the ↘ sitting-room.

Mrs Bell: 'Tea or ↗ coffee, Mr Lavrov?

Lavrov: ↘ Tea, please. I 'don't 'drink ↘ coffee.

Mrs Bell: 'Do you 'want ↗ milk in your tea?

Lavrov: ↘ Yes, ↗ thank you, but 'not very ↘ much.

Mrs Bell: 'Are you 'too tired 'to 'speak ↗ English, Mr Lavrov?

Lavrov: ↘ Who? ↗ Me? * Oh, ↘ no. It's 'always a 'pleasure to 'speak ↘ English.

Mrs Bell: Your 'English is 'very ↘ good.

Lavrov: ↗Thank you, Mrs Bell. I work 'for a 'foreign 'trade ↗ company and 'learn 'English in my ↘ office.

Mrs Bell: How 'often do you 'have ↘ lessons?

Lavrov: We have 'four lessons 'every ↘ week.

Mrs Bell: 'Is it ↗ difficult for you to learn English?

Lavrov: I ↘ don't think so.

Mrs Bell: Your 'work ↘ helps you, ↗ doesn't it?

Lavrov: It ↘ certainly does. I 'often 'speak English at the ↗ talks and dis'cuss 'different 'problems with our ↘ customers. And how 'many 'foreign 'languages do ↘ you speak, Mrs Bell?

Mrs Bell: 'Only ↘ one — ↘ French and 'not 'very ↘ well.

---

* Who? Me? — Кто? Я?

Запомните слова и словосочетания.

1.	**into** ['ɪntə]	—	в (предлог, выражающий направление движения внутрь)
2.	**to want** [wɔnt]	—	хотеть
3.	**tea** [ti:]	—	чай
4.	**coffee** ['kɔfi]	—	кофе
5.	**please** [pli:z]	—	пожалуйста
6.	**to drink** [drɪŋk]	—	пить
7.	**milk** [mɪlk]	—	молоко
8.	**to be tired** [taɪəd]	—	уставать
9.	**much** [mʌtʃ]	—	много
10.	**to speak** [spi:k]	—	говорить
	to speak with (to)	—	говорить, разговаривать с кем-либо
11.	**English** ['ɪŋglɪʃ]	—	английский
	to speak English	—	говорить по-английски
12.	**pleasure** ['pleʒə]	—	удовольствие
13.	**to work** [wə:k]	—	работать
14.	**foreign** ['fɔrɪn]	—	иностранный
15.	**a foreign trade company**	—	внешнеторговая фирма
16.	**to learn** [lə:n]	—	учить
17.	**a lesson** [lesn]	—	урок
18.	**to have lessons**	—	заниматься на уроках
19.	**a week** [wi:k]	—	неделя
20.	**who** [hu:]	—	кто (вопросительное слово)
21.	**me** [mi:]	—	мне, меня
22.	**a president** ['prezɪdent]	—	президент
23.	**interesting** ['ɪntrɪstɪŋ]	—	интересный
24.	**to translate** [trɑ:ns'leɪt]	—	переводить
	to translate from French into English	—	переводить с французского на английский
25.	**to think** [θɪŋk]	—	думать
26.	**difficult** ['dɪfɪkəlt]	—	трудный
27.	**to discuss** [dɪs'kʌs]	—	обсуждать
28.	**many** ['menɪ]	—	много
29.	**a problem** ['prɔbləm]	—	проблема
30.	**to help** [help]	—	помогать
31.	**talks** [tɔ:ks]	—	переговоры
	to have talks	—	вести переговоры
	at the talks	—	на переговорах
32.	**a language** ['læŋgwɪdʒ]	—	язык
	the English language		
33.	**French** [frentʃ]	—	французский
34.	**only** ['ounlɪ]	—	только

Запомните фразы

1.	**I am too tired** ['taɪəd] **to (speak English).**	—	Я очень устал (говорить по-английски)
2.	**It's a pleasure to (speak English).**	—	Приятно (говорить по-английски)
3.	**It's difficult** ['dɪfɪkəlt] **for me to (learn English).**	—	Мне трудно (учить английский)
4.	**I don't think so.**	—	Не думаю

ГОВОРИТЕ ПО-АНГЛИЙСКИ

Упр. 1. Побеседуйте друг с другом, используя данные модели:

Модель 1.

— Nancy ↘ doesn't write letters in the ↘ office.
— And ↘ who writes letters?
— ↘ Sally does.

1. Mr Black doesn't meet customers in the office. (Mr Bell)
2. My son doesn't drink coffee in the morning. (my husband)
3. Petrov doesn't often go to London. (Lavrov)
4. Our secretary doesn't learn English. (our engineers)
5. Our secretary doesn't translate letters. (our engineers)

Модель 2.

— Mr Black hasn't got an office in ↘ London.
— ↘ Who has got an office in London?
— Mr ↘ Bell has.

1. Stepanov hasn't got a three-room flat. (Lavrov)
2. Lavrov hasn't got three children. (Mr Bell)
3. Mr Brown hasn't got a house in London. (Mr Bell)
4. My family hasn't got a large flat. (my friend)
5. Nancy hasn't got a carpet in the sitting-room. (Mrs Bell)

Упр. 2. Побеседуйте друг с другом, используя диалоги-модели.

Модель 1.

— Does your friend know foreign ↗ languages?
— ↘ Yes, he ↘ does.
— How many ↘ languages does he know?
— He knows ↘ two languages.

1. Do you have English lessons every week?
2. Do the engineers of your office learn foreign languages?
3. Do you translate English letters every day?
4. Does your wife speak foreign languages?

Модель 2.

— Nancy drinks coffee every ↘ day.
— Does she drink ↗ much coffee?
— ↘ Yes, she ↘ does (↘ No, she ↘ doesn't).

1. My son drinks tea every day.
2. My daughter drinks milk every morning.
3. My children drink coffee with milk every day.
4. My friend's wife drinks coffee every morning.
5. Mrs Bell drinks tea with milk at lunch.

Упр. 3. Задайте вопросы собеседнику, используя данную модель.

> — **Your manager speaks good English, ↗ doesn't he?**
> — ↘ **Yes, he ↘ does.**

1. to work at the Ministry of Foreign Trade. (Lavrov)
2. to translate letters from Russian into English. (You)
3. to discuss many problems at the talks. (Your engineers)
4. to speak English to customers. (Your President)
5. to have got a nice flat in London. (Nancy)
6. to be tired after his work. (Mr Bell)

Упр. 4. Побеседуйте друг с другом, используя модель.

> — **I usually have lunch at ↘ 2. And when do ↘ you have lunch?**
> — **I don't have lunch at ↘ 2. I have lunch at ↘ 3.**

1. Sometimes (to have talks).
2. Sometimes (to have lessons).
3. Often (to have lunch).

Упр. 5. Поговорим о вашей работе.

1. Where do you work?
2. Your company is large, isn't it?
3. How many engineers work for your company?
4. How often do you meet customers in your office?

* * *

1. When do you come to your office?
2. What do you do in the office?
3. You discuss many problems at the talks, don't you?
4. When do you have lunch?
5. What do you do in your office after lunch?

* * *

1. Who is the manager of your office?
2. He knows foreign languages, doesn't he?
3. How many foreign languages does he speak?
4. Does he know English?
5. Does he speak good English?

* * *

1. Do you learn a foreign language?
2. How often do you have English lessons?

3. Is it difficult for you to learn English?
4. What do you do at the lessons?
5. Does your work help you to learn English?

* * *

1. Is it a pleasure to learn English?
2. Are your lessons interesting?
3. Do you have English lessons in the morning or in the evening?
4. Are you sometimes tired after the lessons?
5. Where do you go after the lessons?

Упр. 6. Вообразите, что вы представитель иностранной фирмы и после переговоров расспрашиваете вашего собеседника о том, где и как он изучает английский язык. Начните диалог с вопроса: «*Are you too tired to speak English?*»

Упр. 7. Итак, вы познакомились с г-ном Беллом и Лавровым. Что вы можете рассказать: о Лаврове, его работе и его семье; о занятиях Лаврова английским языком; о г-не Белле, его фирме и его рабочем дне; о семье г-на Белла, его доме и о том, как они проводят свои выходные дни.

Упр. 8. а) Вам нужно позвонить в английскую фирму? Запомните этот диалог.

Nancy: Bell and C°. Good morning.
Pavlov: Good morning. This is Pavlov from the Ministry for Foreign Econonic Relations *. Is Mr Bell there?
Nancy: No, he isn't in his office now
Pavlov: What about Mr Blake?
Nancy: I'm sorry. Mr Blake's busy now.
Pavlov: Thank you. Good-bye.
Nancy: You are welcome.

Запомните новые слова и фразы.

I'm sorry ['sɔri]	—	К сожалению, извините.
Good-bye [gud'bai]	—	До свидания.
You are welcome ['welkəm]	—	Не стоит. (в ответ на благодарность)

б) Выполните следующее задание:

Позвоните в фирму «Грин энд К°» и попросите к телефону г-на Джонса (Johns). Узнав, что его нет, спросите на месте ли г-н Рассел (Russel).

Упр. 9. А теперь немного юмора. Прочитайте диалог. Расскажите о человеке, которого знает Бетси.

Ann has got a friend. Her friend's name is Betsy. Betsy knows a lazy man.

---

* the Ministry for Foreign Economic [ikə'nɔmik] Relations — Министерство Внешнеэкономических связей

Ann: Does he always come to the office at 9?
Betsy: No, he never comes to the office at 9.
Ann: Does he often stay in the office after 6?
Betsy: No, he never stays in the office after 6.
Ann: Does he always help in the house?
Betsy: No, he never helps in the house.
Ann: Does he often go out in the evenings?
Betsy: No, he never goes out in the evenings.
Ann: Does he usually watch television in the evenings?
Betsy: He always does.
Ann: Who is this man?
Betsy: It's my husband.

Запомните новые слова.

lazy ['leɪzɪ] — ленивый
never ['nevə] — никогда

ПИШИТЕ ПО-АНГЛИЙСКИ

Упр. 10.Задайте вопросы, используя модель.

— My son drinks coffee.
— My daughter drinks milk.
— Who drinks coffee and who drinks milk?

1. Lavrov learns English. Pavlov learns French.
2. Nancy writes letters. Mr Jackson translates cables.
3. Lavrov has got a flat in Moscow. Mr Bell has got a house in London.
4. Mr Bell is the company manager. Stepanov is the office manager.
5. Lavrov speaks English. Mr Bell speaks French.

Упр. 11.Напишите вопросы, на которые можно дать следующие ответы.

1. I come to the office at 9.
2. I read telexes and write letters in the morning.
3. Yes, sometimes I meet customers from different conpanies.
4. I have lunch at 2.
5. I finish my work at 6.
6. Yes, our engineers learn foreign languages.

Упр. 12.Переведите предложения, используя глаголы to have или to have got.

1. У Степанова очень хорошая квартира.
2. Дети обычно обедают в два часа.
3. Наша фирма имеет много предложений от иностраныых фирм.
4. Вы часто ведете переговоры, не правда ли?

5. В какое время у вас обед?
6. Где вы обычно занимаетесь?
7. Мы не проводим переговоры по вечерам.
8. У Петрова есть дети? — Нет, у него нет детей.

Упр. 13.Напишите следующие ситуации по-английски.

а) Я знаю этого человека. Его зовут г-н Белл. Ему 40 лет. Он управляющий большой фирмы в Лондоне. Фирма имеет конторы в различных городах. Г-н Белл часто встречается со своими заказчиками. Он очень занят целый день. Он приходит на работу в 9 и находится в конторе до 6 вечера.

б) А это Лавров. Он инженер Министерства Внешнеэкономических связей. Лавров хорошо говорит по-английски. Он изучает язык в министерстве. Уроки очень интересные. На уроках он читает, переводит с английского на русский и обсуждает многие проблемы.

ОСНОВНОЙ КУРС

LESSON 1

Grammar:	1. The Present Continuous Tense (настоящее продолженное время). 2. Adjectives (прилагательные) **little, few.** 3. Personal Pronouns in the Objective Case (личные местоимения в объектном падеже).
Text:	At the Soviet Trade Delegation.

UNIT 1

GRAMMAR

SECTION I

THE PRESENT CONTINUOUS TENSE

Step 1. **Look at the pictures and read the sentences.**

Every morning Mr Blake drinks coffee.

At 8 o'clock in the morning Mr Blake goes to his office.

In the morning Mr Blake usually speaks to his secretary.

He **is drinking** coffee now.

He **is going** to his office now.

He **is speaking** to his secretary now.

Present Continuous употребляется для выражения действия, совершающегося в момент речи или в настоящий период времени. Глаголы, выражающие чувства и восприятия, умственную деятельность и некоторые другие (to see «видеть», to know «знать», to like «нравиться», to want «хотеть» и др.) в Present Continuous не употребляются.

5. B
6.

ermative form (утвердительная форма). Study
se-forms.

reading a book now.		We You They	are are are	reading a book now.

1. Present Continuous образуется с помощью вспомогательного глагола **to be** в соответствующей форме Simple Present и Participle I (причастие настоящего времени) смыслового глагола.
2. Participle I образуется путем прибавления окончания **-ing** к основной форме глагола: speak + **-ing** = speaking. Если глагол оканчивается на букву **-e**, то при прибавлении **-ing** e опускается: come + **-ing** = coming. Если глагол оканчивается на согласную, перед которой стоит одна гласная, то конечная согласная удваивается: sit + **-ing** = sitting.

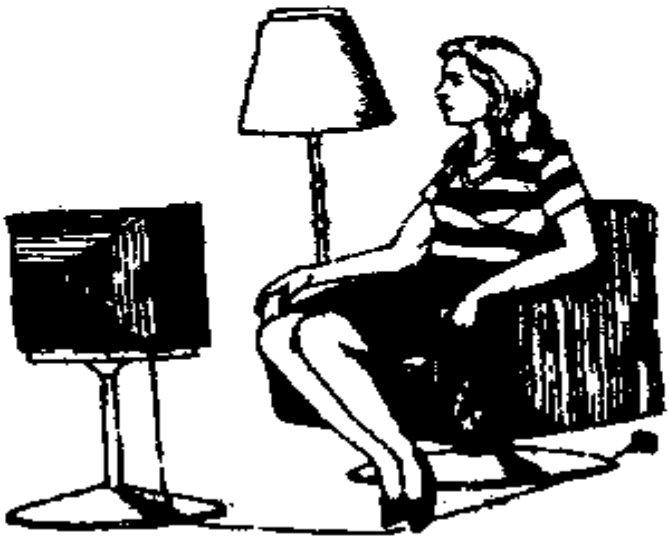
Ex. 1. Say and respond as in the model.

— Mr Bell is reading a letter. What about Mr Brown?
— Mr Brown is reading a letter too.

Prompts: 1. to write a letter; 2. to watch television; 3. to meet customers; 4. to drink coffee; 5. to work in the office; 6. to have lunch.

Ex. 2. Look at the pictures and say what the people are doing.

Mrs Bell



Mr Bell

Lavrov and Mr Bell

The girls

Step 3. **The negative form (Отрицательная форма). Study the tense-forms.**

I You He She	am are is is	not	reading a book now.		We You They	are are are	not	reading a book now.

Отрицательная форма Present Continuous образуется с помощью отрицания **not**, которое ставится после вспомогательного глагола **to be**.

Ex. 3. Say and respond as in the model.

— Mr Bell is reading a ↘ letter. What about Mr ↘ Brown?
— Mr Brown ↘ isn't reading a letter. He is speaking to the ↘ secretary.

Prompts: 1. to write a letter; 2. to speak to the manager; 3. to have an English lesson; 4. to drink tea; 5. to meet customers.

Step 4. **The interrogative form (Вопросительная форма). Study the tense-forms.**

Am Are Is Is Are Are Are	I you he she we you they	reading a book now?	Yes	you I he (she) we they }	are am is are
			No	you I he (she) we they }	aren't am not isn't aren't

В вопросительной форме Present Continuous вспомогательный глагол **to be** ставится перед подлежащим.

Ex. 4. Ask and answer as in the model.

— **Is Mr Bell reading a ⌒ telex?**
— ⌒ No, he ⌒ isn't. He is writing a ⌒ letter.

Prompts: 1. to have lunch; 2. to watch TV; 3. to drink coffee; 4. to write a letter; 5. to drink tea; 6. to speak to the children.

Step 5. Practise different questions.

Ex. 5. Ask and answer as in the models.

a)
— What is the manager ⌒ doing now?
— **He is reading an offer from GM⌒L.**

Prompts: 1. to write a letter to Bell and C°; 2. to meet customers; 3. to speak with Mr Blake; 4. to watch television; 5. to have lunch.

b)
— **You are having an English ⌒ lesson now, ⌒** aren't you?
— Yes, I am.

Prompts: 1. to have talks; 2. to watch television; 3. to learn English; 4. to speak English; 5. to discuss an offer from Green & C°.

Step 6. **Compare the use of the Present Continuous and the Simple Present Tenses.**

Ex. 6. Say as in the models.

a)

Mrs Bell is watching tele↘vision now. She ↘ always watches television in the evening.

Prompts: 1. to have talks; 2. to look through the catalogues; 3. to speak on the phone; 4. to discuss prices; 5. to receive customers; 6. to discuss political events.

b)

— It's 12 o'↘clock now. The General Director * is meeting ↘ customers. — Does he ↗ always meet customers at 12? — ↘ Yes, he ↘ always does.

Prompts: 1. to speak with the engineers; 2. to have lunch; 3. to watch television; 4. to look through letters; 5. to read a book.

SECTION II

ADJECTIVES *FEW, LITTLE*

Step 1. **Read the sentences.**

a) I've got **few** letters on my desk today.
b) I drink **little** coffee in the morning.

Русскому слову «мало» соответствуют два английских прилагательных: **few, little.** **Few** употребляется с исчисляемыми существительными, **little** — с неисчисляемыми.

Step 2. **Practise the use of few and little.**

Ex. 7. Ask and answer as in the model.

— Have you got ↗ many English books? — No, I have got few.

Prompts: 1. contracts with British companies; 2. offers from French companies; 3. friends in Leningrad; 4. French journals; 5. English newspapers.

* General Director ['dʒenərəl di'rektə] — генеральный директор

Ex. 8. Ask and answer as in the model.

— Do you drink ⤴ much **coffee**? — ⤵ No, I drink ⤵ little coffee every day.

Prompts: 1. milk; 2. tea; 3. tea with milk; 4. coffee with milk.

SECTION III

PERSONAL PRONOUNS IN THE OBJECTIVE CASE

Step 1. Study the table.

Personal Pronouns	Personal Pronouns in the Objective Case
I	me
you	you
he	him
she	her
it	it
we	us
you	you
they	them

Английским местоимениям в объектном падеже соответствуют в русском языке местоимения в косвенных падежах (me — «меня», «мне» и т.д.)

Step 2. Practise the use of the pronouns.

Ex. 9. Use the correct pronouns.

1. I read very many English **books**. I read ... in the evening.
2. Lavrov is speaking to **Mr Bell** now. He is speaking to ... about the contract.
3. **Kate** is my friend. I meet ... in the office every day.
4. My daughter is reading **a book** about London now. She is reading ... with pleasure.
5. I often write letters to my friends. And they often write letters to ... too.
6. We learn English. Our work helps ... to speak English well.

Ex. 10. Choose the correct pronoun.

1. Lavrov comes to (his, him) English lessons at 8 o'clock in the morning.
2. Where is (your, you) pen? — It's on (my, me) table.

3. (Our, us) engineers learn English. They want to speak (its, it) well.
4. (Our, us) office manager often meets foreign businessmen and discusses prices for different goods with (their, them).
5. Come and meet (my, me) family at the weekend.

UNIT II

SPEECH PATTERNS

Pattern 1.

I read many English ⤴ books **to know English** ⤵ **well**.

Ex. 11. Ask and answer as in the model.

— Your friend learns ⤵ English, ⤴ doesn't he?
— ⤵ Yes, he learns ⤴ English **to speak this language at the** ⤵ **talks**.

Prompts: 1. to translate letters from English into Russian; 2. to write letters to foreign companies; 3. to read English cables and telexes; 4. to read English books; 5. to speak this language to foreign customers.

Pattern 2.

I'd like *to* speak to Mr ⤵ Blake.

Ex. 12. Say and respond as in the model.

— I'd like **to learn** ⤵ **French**. And what about ⤵ you?
— I'd like to learn French ⤵ too.

Prompts: 1. to have English lessons only in the morning; 2. to know English well; 3. to meet our friends today; 4. to read an interesting book about London; 5. to stay at home this weekend; 6. to look through this journal.

Ex. 13. Ask and answer as in the model.

— Would you like **to go to** ⤴ **Kiev**?
— ⤵ No, I ⤵ wouldn't. I would like to go to ⤵ Leningrad.

Prompts: 1. to go to Abramtsevo on Sunday; 2. to stay at home at the weekend; 3. to look through the mail now; 4. to go to the plant after lunch; 5. to discuss this matter with Mr Brown on the phone.

UNIT III

WORKING ON THE TEXT

At the Soviet Trade Delegation [1]

A

This is Voronin. He is an engineer of the Ministry for Foreign Economic Relations. The engineers of the ministry often go to different **countries to do business** with foreign companies. Now Voronin is in London. He works at the Soviet Trade Delegation.

Voronin is usually very busy. He has got much work to do every day. His **office hours begin** at 8.30. In the morning he **looks through Soviet** and English **newspapers** and **journals**. He is **interested in** the **latest political** and business **events**.

During the day Voronin meets English **businessmen** and discusses with them **prices** for different **goods**, **terms** of **payment**, **shipment** and **delivery**. Sometimes he discusses business **matters on the phone. Together** with Soviet **inspectors** he often goes to **plants** in and **outside** London.

B

Now you see Voronin in his office at the Soviet Trade Delegation in Highgate [2]. It's 2 o'clock **in the afternoon.** He is looking through **the mail.** He usually **receives** much mail, but **today** he has got **few** letters and telexes on his desk. He is reading a letter. It is an **enquiry** for **chemical equipment** from his company. Voronin knows «Blake and C°» **are selling** [3] a **new model** of this equipment.

Now Voronin is **making an appointment** on the phone with Mr Blake, the manager of the company.

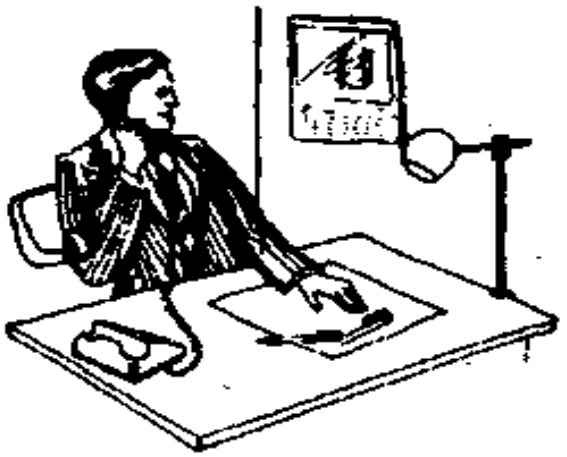
Secretary: Blake and C°. Good morning!

Voronin: Good morning! This is Voronin of the Soviet Trade Delegation. I'd like to speak to Mr Blake.

Secretary: **Just a moment** [4], please.

Blake: **Blake speaking** [5].

Voronin: Good morning, Mr Blake. I've got an enquiry for chemical equipment from my company. We are interested in your new model. I'd like to have your latest **catalogues** and **quotation**. Could I meet you at our Trade Delegation on **Monday** [6]?



Blake: Oh, I'm very busy on Monday. How about * Wednesday morning at ten o'clock?

Voronin: Good. See you on Wednesday [7]. Good-bye!

Notes

1. **the Soviet Trade Delegation** — торговое представительство СССР (в Великобритании)
2. **Highgate** [haɪgeɪt] — Хайгейт (район в Лондоне, где находится советское торговое представительство)
3. **Blake and C° are selling** — с названием фирм типа Blake & C°, Brown & Sons глагол употребляется как в единственном, так и во множественном числе
4. **just a moment** [ˈdʒʌst əˈmoumənt] — одну минуту (разг.)
5. **Blake speaking** — говорит Блейк (фраза, употребляемая в разговоре по телефону)
6. **Could I meet you ... on Monday?** — Не мог ли я встретиться с Вами ... в понедельник?
7. **see you on Wednesday** — до среды; увидимся в среду

Ex. 14. Read the text.

Ex. 15. Agree or disagree (begin with «Yes, I think so», or «No, I don't think so»).
Give your reasons.

1. Voronin is in London now.
2. Voronin is usually not very busy in the morning.
3. Voronin discusses business matters only on the phone.
4. He often goes to English plants.

* * *

1. Voronin always receives much mail.
2. He is reading an offer.
3. Blake and C° don't sell chemical equipment.

---

* How about = What about

4. Voronin is making an appointment with Mr Blake.
5. They are making an appointment for Monday.

Ex. 16. Say what you have learned from the text about:

1. Voronin; 2. Voronin's office hours at the Soviet Trade Delegation in London; 3. Voronin and Mr Blake's telephone talk.

UNIT IV

WORKING ON WORDS

to do business with smb.*

Ex. 17. a) Read the model.

— What company **do you do much** ↘ **business with**?
— We do very good business with ↘ **Bell & C°**.

b) Ask your friend what company his firm does very much business with.

Ex. 18. Ask and answer as in the model.

— Do you know the goods of **Bell & C°** ↗ well?
— No, we ↘ don't do business with them.

Prompts: 1. GML; 2. Green & C°; 3. Blake & Sons; 4. White & C°.

to look through smth. **

Ex. 19. a) Ask and answer as in the model.

— When do you usually look through **the** ↘ **mail**?
— I always look through the mail in the morning.

Prompts: 1. cables; 2. journals; 3. letters; 4. telexes; 5. newspapers.

b) Now ask who looks through the mail (newspapers, cables, journals, letters, telexes, enquires) in your friend's firm.

to be interested in smth.

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* smb. = somebody ['sʌmbədɪ] — кто-л.
** smth. = something ['sʌmθɪŋ] — что-л.

Ex. 20. Say and respond as in the model.

> — Blake & C° do very good ╲ business, ╱ don't they?
> — ╲ Yes, many countries are interested in their ╲ goods.

Prompts: 1. carpets; 2. coffee; 3. picture books; 4. desks for offices; 5. colour pencils; 6. tea.

Ex. 21. a) Read the model.

> — What goods is your company ╲ interested in?
> — We are interested in the latest models of ╲ tractors ['trækt∂z]

b) Ask what goods your friend's company is interested in.

> to make an appointment with smb. for some day

Ex. 22. Say as in the model.

> — Could you help ╱ me?
> — Yes, ╲ certainly!
> — I'd like to make an appointment with Mr Brown for ╲ Tuesday.
> — No ╲ problem.

Prompts: 1. The manager of Blake & C°; 2. the President of GML; 3. Mr Bell; 4. the office manager; 5. the inspectors; 6. the English businessmen.

UNIT V

KEY STRUCTURES AND SPECIAL POINTS

Articles

Ex. 23. Supply the articles or possessive pronouns where necessary.

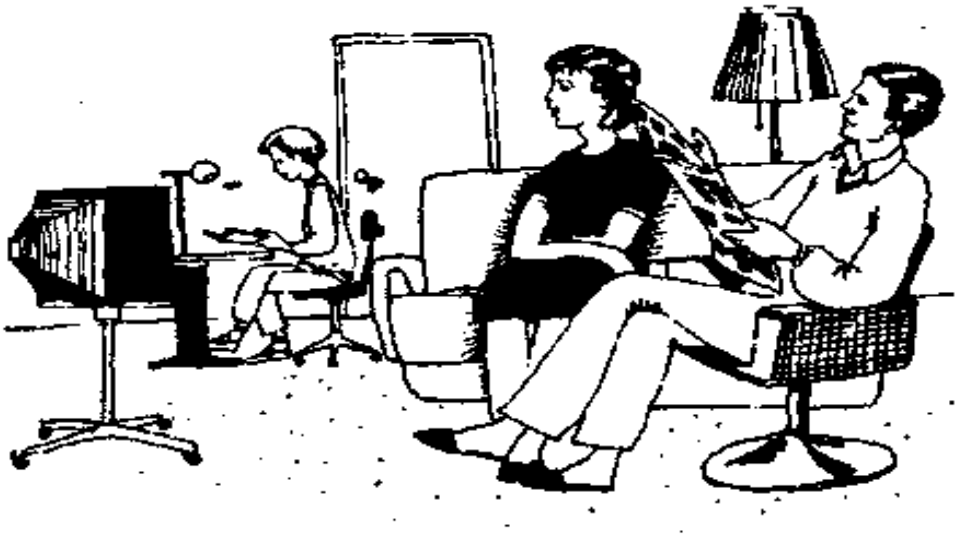
1. It's ... enquiry from ... English company. ... company is interested in ... chemical equipment. They know we are selling ... new model of ... equipment.
2. In ... morning ... engineers look through ... Soviet and English newspapers and journals.
3. ... equipment of Blake & C° is very good. They sell it to different companies.
4. Where are ... newspapers? They are on ... desk.

5. ... engineers of ... company often go to ... plants with foreign inspectors.
6. ... inspectors would like to go to ... plant in ... afternoon.
7. It's ... plant of chemical equipment. ... plant is outside Moscow. It's ... very large plant.

Tenses

Ex. 24. a) Supply the correct tenses.

An Evening at Home



It's 5.25 in the afternoon. Voronin (to finish) his work. He usually (to come) home at 6 o'clock in the evening. He (to like) * to be at home in the evening together with his family. They usually (to watch) TV ** or (to read) newspapers and journals. Now you (to see) Voronin and his family in their comfortable sitting-room. Voronin (to sit) *** in an armchair and (to read) a newspaper. He (to be interested) in the latest events of the day. His wife (to sit) on the sofa. She (not to read). She (to watch TV). She seldom (to watch TV) in the day-time. She (to have got) much work to do at home.

Voronin's son seldom (to watch TV). In the evenings he usually (to do) his homework. Sometimes he (to write) letters to his friends in Moscow. Now you (to see) him at the table. He (to read) an English book. He (to read) English books every day. He (to like) the English language and he (to want) to speak this language well.

b) Say what you have learned about evening hours in Voronin's family.

---

* to like [laik] — нравиться
** TV ['ti:'vi:] = television
*** to sit [sit] — сидеть

Prepositions

Ex. 25. a) Supply the correct prepositions.

Remember: **British** ['brɪtɪʃ] — английский
to phone ['foun] — звонить

Stepanov is the director of the firm. He works ... Soyuzexport. The company is very large. They sell different goods ... very many companies. Stepanov's firm does business ... French and British companies. Many customers come ... Soyuzexport to discuss business matters ... the engineers ... the company. They usually discuss prices, terms ... payment, shipment and delivery. Now you see Stepanov ... his office. He is sitting ... the table and speaking ... the phone. The company manager ... Bell & C° is phoning him. They are making an appointment ... Friday. Bell & C° are interested ... a new model ... «Lada». Mr Bell would like to have the catalogues and a quotation ... the model.

b) Say what you have learned from the text about Stepanov and his company.

Miscellaneous

Ex. 26. Choose and use.

a) interesting, interested in

1. This book is very ... .
2. We are ... chemical equipment.
3. Is your company ... kitchen equipment?
4. Moscow is an ... city.
5. What companies are ... your goods?
6. I'm always ... political events.
7. It's ... to learn English.

b) good, well

1. Our company is doing ... business with many countries.
2. The engineers of your firm know the prices for chemical equipment very ... .
3. Does your friend speak French? — Yes, his French is very ... .
4. I know this man very ... . He is a ... engineer.
5. Nancy is a ... secretary. She does her work ... .

SPEECH EXERCISES

Ex. 27. a) Read the text.

Remember: **to give** [gɪv] — давать
an answer ['ɑ:nsə] — ответ

Philip Blake is Mr Blake's elder son. He has got a small house in Bishopton [bɪʃəptən]. Bishopton is a small place near London. Philip works in London. He is the manager of a plant. He always goes to London in the morning on Monday, Tuesday, Wednesday, Thursday and Friday. He doesn't go to his office on Saturday and Sunday. Every morning Philip looks through newspapers. He is interested in the latest political and business events. Sometimes Philip goes to different cities to discuss business with their customers. He is a very busy man. Floy Robinson is a secretary to Mr Philip Blake. Her office is not large. She has got a typewriter *, and many letters, cables and telexes on her desk. Every morning from Monday to Friday Floy comes to the office at nine. At 10 o'clock Floy usually looks through the mail and at 11 she comes into the manager's office with the letters. The manager reads them and **gives answer** to the letters. Floy writes the answers in her book and goes to her office.

Floy usually has lunch at home but sometimes she has lunch at the plant with her friend Tom. She stays in the office till 5. In the evening Floy has French lessons. She learns the French language with pleasure. Floy wants to know French well to read books and see films in French.

b) Ask questions on the text.
c) Say what you have learned from the text about:

1. Philip Blake; 2. Floy Robinson.

Ex. 28. Answer the following questions:

1. Where do you work?
2. What's the name of your company?
3. Your company is large, isn't it?
4. What companies do you do business with?
5. When do your office hours begin?
6. Have you got much work to do every day?
7. What do you usually do in your office in the morning?
8. What matters do you usually discuss with foreign businessmen?
9. When do you have lunch?
10. Do you have lunch in the office or do you go out for lunch?
11. What do you do after lunch?
12. When do you finish your work?

---

* a typewriter ['taɪp,raɪtə] — пишущая машинка

* * *

1. Does your firm receive much or little mail?
2. You look through letters, cables and telexes every day, don't you?
3. When do you usually look through the mail?
4. Are many foreign companies interested in your goods?
5. What companies do you sell your goods to?

Ex. 29. Speak on the topics.

1. My work at the foreign trade company.
2. My friend's office hours.
3. The secretary of our firm and her work.

Ex. 30. Act out business dialogues on the basis of the following assignments:

1. Phone Blake and C°. Make an appointment with Mr Blake.
2. Phone Bell and C°. Speak to Mr Bell. Say you would like to meet him to discuss their offer for chemical equipment.

UNIT VII

WRITTEN PRACTICE

Ex. 31. Write *-ing* forms of the following verbs:

to write, to do, to read, to translate, to go, to come, to speak, to stay, to drink, to work, to discuss, to meet, to have, to sit, to begin.

Ex. 32. Write questions to the picture on page ... (ex. 2).

Ex. 33. Translate the following sentences:

1. Где Лавров? — Он занят. У него сейчас переговоры.
2. Я обычно просматриваю почту утром.
3. Какой вопрос вы сейчас обсуждаете? — Мы обсуждаем условия платежа.
4. Наш генеральный директор принимает сейчас представителей английской фирмы.
5. Наши инженеры иногда обсуждают деловые вопросы по телефону.
6. Мы не назначаем встреч с иностранными представителями на субботу. В субботу мы не работаем.
7. Петров в конторе. Он читает предложение английской фирмы на химическое оборудование.
8. Каждый день мы получаем большое количество почты.

Ex. 34. Write questions to the words in bold type.

1. I work at the **Ministry for Foreign Economic Relations.**
2. We sell **many goods** to different companies.

3. We receive foreign businessmen **every day.**
4. Sometimes we go to plants **with our inspectors.**
5. After lunch I usually **look through catalogues and quotations or meet customers.**
6. Our engineers finish their work **at 6 o'clock in the evening.**

Ex. 35. Translate the situation into English.

Белов — инженер. Он работает в Министерстве внешнеэкономических связей. Его фирма продает товары в различные страны. Белов часто встречается с представителями английских и французских фирм. Они обсуждают цены, условия платежа и поставки. Белов начинает свой рабочий день в 9.

У него всегда много бывает работы: он просматривает почту, читает телексы и письма, говорит по телефону с заказчиками. В два часа у него обед. После обеда он иногда ездит на заводы с приемщиками, а иногда остается в конторе и обсуждает деловые вопросы с инженерами или директором. Белов заканчивает свой рабочий день в 6 часов. Он обычно приходит домой в 7. Вечером его семья читает книги, смотрит телевизор. Иногда они обсуждают домашние проблемы.

Ex. 36. Describe your office hours.

UNIT VIII

VOCABULARY

1. **a country** ['kʌntri] *n* — страна
2. **business** [biznis] *n* — 1) торговля 2)дело, работа
   much (little) business — много (мало) работы
   to do business — вести торговлю
   to discuss business — обсуждать деловые вопросы
   e.g. We do much business with different countries.
3. **an hour** [auə] *n* — час (60 минут)
   office hours — рабочий день

> **Сравните:**
> I come to the office **at 9 o'clock.**
> I work **seven hours** every day.

4. **to begin** [bi'gin] *v* — начинать, начинаться
   e.g. The lesson begin at 8. We begin our lesson at 8.
5. **to look through** ['luk 'θru:] *v* — просматривать

to look through	**a book** **a letter** **the mail**

6. **Soviet** ['souvjət] *adj* — советский
7. **a newspaper** ['nju:speɪpə] *n* — газета
8. **a journal** ['dʒə:nəl] *n* — журнал (технический)
9. **to be interested** *v* — быть заинтересованным

to be interested in smth.
e.g. We are interested in the offer of Smith and C°.

10. **latest** ['leɪtɪst] *adj* — самый последний, новейший

e.g. We'd like to have the latest catalogue of your company.

11. **political** [pə'lɪtɪkl] *adj* — политический
12. **an event** [ɪ'vent] *n* — событие
13. **during** ['djuərɪŋ] *prep* — во время

during	**the talks** **the office hours** **the lesson**

14. **a businessman** ['bɪznɪsmən] *n* — коммерсант, бизнесмен
15. **a price** [praɪs] *n* — цена

price for	**books** **carpets** **newspapers**

at the price of 20 dollars — по цене 20 долларов
16. **goods** [gu:dz] *n pl* — товар, товары

Слово goods всегда употребляется во множественном числе.

17. **terms** [tə:mz] *n* — условия

terms of	**the contract** **payment** **delivery** **shipment**

e.g. At the talks we discuss terms of payment, shipment and delivery.

18. **payment** ['peɪmənt] *n* — платеж
19. **shipment** ['ʃɪpmənt] *n* — отгрузка
20. **delivery** [dɪ'lɪvərɪ] *n* — поставка
21. **a matter** ['mætə] *n* — вопрос
business matters — деловые вопросы
22. **a phone** [foun] *n* (сокр. от telephone)
on the phone — по телефону
to speak on the phone
e.g. I often speak on the phone with my friends.
23. **together** [tə'geðə] *adv* — вместе
24. **an inspector** [ɪn'spektə] *n* — приемщик
25. **a plant** [plɑ:nt] *n* — завод
26. **outside** ['autsaɪd] *prep* — вне, за пределами
e.g. Many large plants are outside Moscow.
27. **to see** [si:] *v* — видеть
28. **an afternoon** ['ɑ:ftə'nu:n] *n* — время после полудня
in the afternoon — после полудня, днем
on Sunday afternoon — в воскресенье днем
29. **mail** [meɪl] *n* — почта

much / little | **mail**		
e.g. Where is the mail? — It's on the desk.		
30. **to receive** [rɪ'si:v] *v*	—	1. принимать
to receive | **foreign businessmen / customers**		
e.g. We receive foreign business-men every day.		
to receive | **letters / offers / mail**	—	2. получать
e.g. We receive much mail every day.		
31. **today** [tə'deɪ] *adv*	—	сегодня
32. **few** [fju:] *adj*	—	мало (употребляется с исчисляемыми существительными)
few | **letters / books / journals**		
e.g. I've got few English and French books at home.		
33. **little** [lɪtl] *adj*	—	мало (употребляется с неисчисляемыми существительными)
little | **coffee / tea / mail**		
e.g. I drink little coffee in the morning.		
34. **an enquiry** [ɪn'kwaɪərɪ] *n*	—	запрос
an enquiry for | **coffee / tea / books**		
e.g. It's an enquiry for books from Smith & Co.		
35. **chemical** ['kemɪkəl] *adj*	—	химический
36. **equipment** [ɪ'kwɪpmənt] *n*	—	оборудование
much / little | **equipment**		
e.g. Our company is interested in chemical equipment of Blake & Co.		
37. **to sell** [sel] *v*	—	продавать
to sell smth. to smb.		
e.g. We sell goods to British and French companies.		
38. **new** [nju:] *adj*	—	новый
39. **a model** ['mɔdəl] *n*	—	модель
40. **to make** [meɪk] *v*	—	делать
to make an offer	—	делать предложение
to make a contract	—	заключать контракт
41. **an appointment** [ə'pɔɪntmənt] *n*	—	встреча
to make an appointment for	—	назначать встречу на
to make an appointment with	—	назначать встречу с

e.g. We want to make an appointment with Mr Blake for today.

42. **a catalogue** ['kætəlɔg] *n* — каталог
a catalogue for
e.g. Every day we receive catalogues for different goods.
43. **a quotation** [kwou'teɪʃn] *n* — котировка
44. **Sunday** ['sʌndɪ] *n* — воскресенье
45. **Monday** ['mʌndɪ] *n* — понедельник
46. **Tuesday** ['tju:zdɪ] *n* — вторник
47. **Wednesday** ['wenzdɪ] *n* — среда
48. **Thursday** ['θə:zdɪ] *n* — четверг
49. **Friday** ['fraɪdɪ] *n* — пятница
50. **Saturday** ['sætədɪ] *n* — суббота
51. **to phone** [foun] *v* — звонить по телефону
52. **German** ['dʒə:mən] *adj* — немецкий
53. **to give** [gɪv] *v* — давать
54. **an answer** ['ɑ:nsə] *n* — ответ

Speech Patterns

1. **I read many English books to know English well.** — Я читаю много английских книг, чтобы хорошо знать английский язык.

2. **I'd like to speak to Mr Blake.** (Полная форма: I would [wud] like) — Мне хотелось бы поговорить с г-ном Блейком.

LESSON 2

Grammar:	1. Pronouns (местоимения) **some, any**. 2. Construction (конструкция) **there is/are**. 3. Ordinal Numerals (порядковые числительные).
Text:	«There is no place like Home».

UNIT I

GRAMMAR

SECTION I

PRONOUNS SOME, ANY

Step 1. Read the dialogues.

a) — Have you got English books?
— Yes, I've got **some** very interesting English books at home.
b) — Coffee or tea, Mr Bell?
— I'd like **some** coffee, please.

Местоимение **some** [sʌm, səm] употребляется, как правило, в утвердительных предложениях:
а) перед исчисляемыми существительными во множественном числе со значением «несколько», «некоторые» (см. пример «а»);
б) перед неисчисляемыми существительными со значением «некоторое (небольшое) количество. В этом случае местоимение **some** на русский язык не переводится (см. пример «b»).

Step 2. Practise the use of the pronoun some.

Ex. 1. Ask and answer as in the model.

— Have you **got offers from Brown & ↗ Sons**?
— ↗Yes, we've got some offers from this ↘ company.

Prompts: 1. catalogues of GML; 2. French books at home; 3. English journals at home; 4. pictures of London; 5. armchairs in your sitting-room; 6. chairs in your bedroom.

Step 3. **Read the dialogues.**

a) — Have you got **any** friends in Kiev?
— No, we haven't got **any**.

b) — Have we got **any** coffee at home?
— Yes, we've got **some**. (No, we haven't got any.) *

> В вопросительных и отрицательных предложениях как с исчисляемыми, так и с неисчисляемыми существительными употребляется местоимение **any**, которое в отрицательных предложениях имеет значение «никакие», «нисколько», а в вопросительных — «какие-нибудь», «сколько-нибудь». Очень часто местоимение any на русский язык не переводится.

Step 4. **Practise the use of the pronoun any.**

Ex. 2. Say and respond as in the model.

> — We've got **two** ↘ **armchairs in our bedroom.**
> — And we ↘ **haven't got any armchairs in our bedroom.**

Prompts: 1. some letters from Blake & C°; 2. some latest catalogues of Brown & C°; 3. many pictures of London; 4. some friends in Leningrad; 5. some chairs in our bedroom.

Ex. 3. Say and respond as in the model.

> — Mr Bell would like some ↘ **coffee. And you what** ↘ **about Nancy?**
> — **She** ↘ **doesn't want any.**

Prompts: 1. tea; 2. tea with milk 3. white coffee; 4. milk.

Ex. 4. Ask and answer as in the model.

> — Have you got any **English** ↗ **books?**
> — ↘ Yes, I have ↘ got some. (↘ No, I ↘ haven't got any.)

Prompts: 1. French books; 2. pictures of Leningrad; 3. English newspapers and journals; 4. offers from British companies; 5. business matters to discuss today.

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* Обратите внимание на вариант ответа на вопросы, содержащие местоимение any.

Step 5. **Read the dialogue.**

— Would you like **some** tea with milk?
— Yes, thank you.

Местоимение **some** употребляется в вопросах, выражающих просьбу или предложение.

Ex. 5. Ask and answer as in the model.

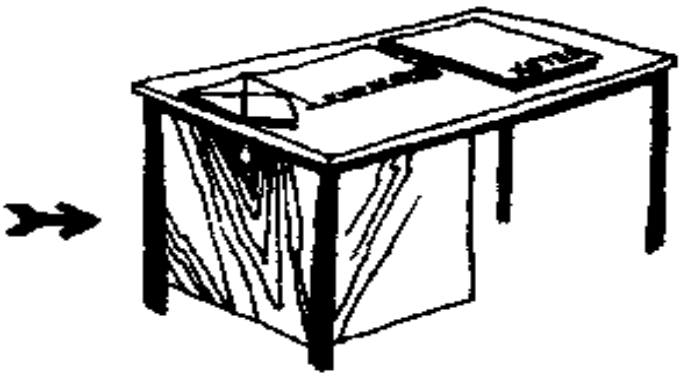
— Would you like **some** ⤵ **coffee?** — ⤴ No, ⤴ thank you, I ⤴ don't want any. (⤴ Yes, ⤴ please).

Prompts: 1. milk; 2. tea; 3. coffee with milk; 4. tea with milk.

SECTION II

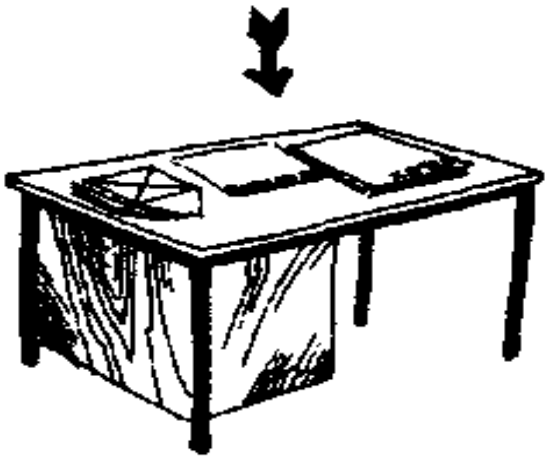
CONSTRUCTION *THERE IS/ARE*

Step 1. **Look at the pictures and read the sentences.**

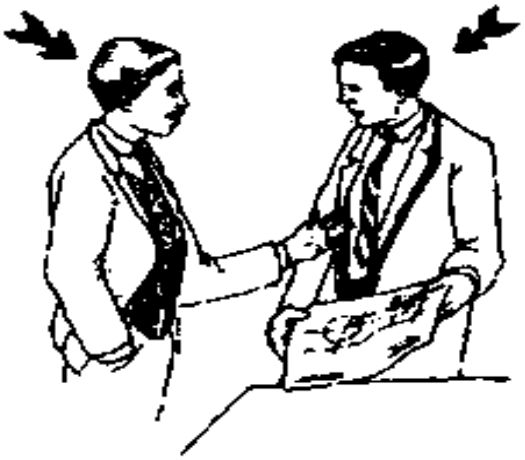


a) The telex is **on the desk.**
Телекс **на столе.**

b) The engineers are **in the office.**
Инженеры **в конторе.**



c) There is **a telex** on the table.
На столе **телекс.**



d) There are **engineers** in the office.
В конторе **инженеры.**

Когда нужно сообщить о том, что известный предмет (лицо) находится в определенном месте, то предложение начинают с существительного, обозначающего данный предмет (лицо). Существительное в этом случае употребляется с определенным артиклем. (см. примеры «а» и «б»).

Когда нужно сообщить о том, что в определенном месте находится какой-нибудь предмет (лицо), то предложение начинают с оборота **there is/are.**

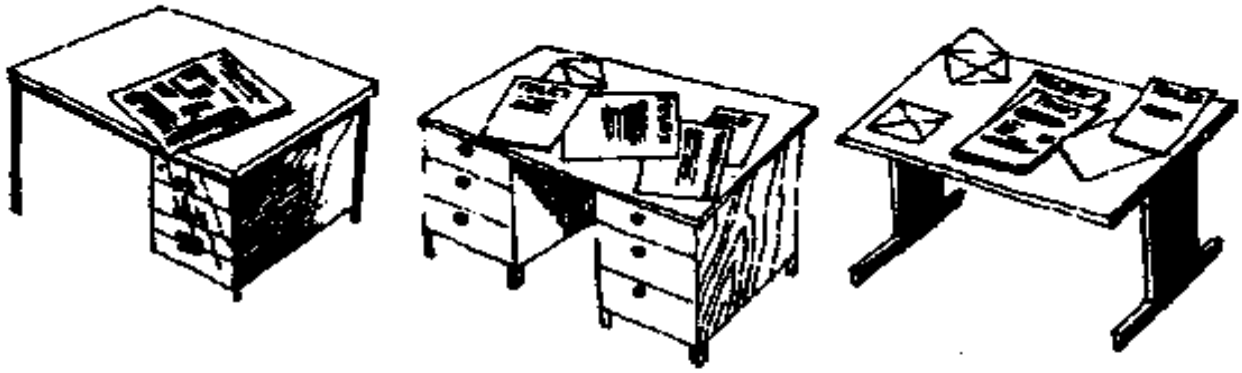
Существительное в единственном числе, следующее за глаголом **to be**, употребляется с неопределенным артиклем (см. пример «с») а существительное во множественном числе — без артикля (см. пример «d»). Перед неисчисляемыми существительными артикль в этой конструкции не употребляется.

Step 2. **The affirmative form.**

Ex. 6. Look at the picture and make up sentences as in the models.

a) **There is a** ⟩ newspaper on the table.

b) **There are** some ⟩ telexes on the desk.



Ex. 7. Ask and answer as in the model.

— Do you see any ⟩ **letters** on the table?
— ⟩ Yes, there are ⟩ some letters on the table.

Prompts: 1. newspapers; 2. telexes; 3. journals; 4. cables; 5. catalogues.

Step 3. **The negative form. Read the sentenses.**

a) **There is no** carpet in our bedroom.
b) **There are not** very many books on my table.

Для выражения отрицания в предложениях с конструкцией **there is** употребляется отрицание **no**. Артикль перед существительным в этом случае опускается (см. пример «a»).

Если перед существительным стоят слова **many, much**, any или порядковое числительное, то отрицательная форма с **there is** образуется с помощью отрицания **not** (см. пример «b»).

Ex. 8. Say and respond as in the model.

— Give me **the** ↘ **pen**, please. It's on the table.
— But there is ↘ no pen on the table.

Prompts: 1. book; 2. journals; 3. newspaper; 4. contracts; 5. letters.

Ex. 9. Say as in the model.

There ↘ aren't many French journals in our office.

Prompts: 1. many armchairs in the sitting-room; 2. much mail on the table; 3. many newspapers on the desk; 4. much new equipment at the plant; 5. many chairs in the kitchen.

Step 4. **The interrogative form. Read the dialogues.**

a) — **Is there** much mail on the table?
— Yes, there is. (No, there isn't.)
b) — **Are there** many engineers in your office?
— Yes, there are. (No, there aren't)

В вопросительных предложениях с оборотом **there is/are** глагол **to be** ставится на первое место.

Ex. 10 Ask and answer as in the model.

— Are there ↗ **many engineers in yor firm?**
— ↘ Yes, there ↘ are. (↘ No, there ↘ aren't).

Prompts: 1. many chairs in your kitchen; 2. many plants in Moscow; 3. a desk in your children's room; 4. a sofa in your sitting-room; 5. much new equipment at the Likhachov plant.

Step 5. **Practise different questions.**

Ex. 11. Ask and answer as in the models.

a)

— What is there in your ↘ **sitting-room**?
— There is a ↘ TV-set there.

Prompts: 1. your hall; 2. the bedroom; 3. the kitchen; 4. the study; 5. your office; 6. the children's room.

b)

— There are ↘ **many engineers in your firm**, ↗ aren't there?
— Yes, there ↘ are.

Prompts: 1. two children in your family; 2. many plants in Moscow; 3. two economists in your firm; 4. a red sofa in your sitting-room; 5. a nice carpet in your bedroom.

c)

— Is there a ↗ **sofa in your sitting-room**?
— Yes, there ↘ is.
— ↘ Where is the sofa?
— The sofa is near the small ↘ table.

Prompts: 1. a sofa in Mr Bell's sitting-room; 2. armchairs in your friend's bedroom; 3. a carpet in Nancy's sitting-room; 4. a desk in your son's room; 5. a bookshelf in your study.

SECTION III

ORDINAL NUMERALS

Study the Ordinal Numerals

the 1st — first	the 11th — eleventh	the 20th — twentieth
the 2nd — second	the 12th — twelfth	the 30th — thirtieth
the 3rd — third	the 13th — thirteenth	the 40th — fortieth
the 4th — fourth	the 14th — fourteenth	the 50th — fiftieth
the 5th — fifth	the 15th — fifteenth	the 60th — sixtieth
the 6th — sixth	the 16th — sixteenth	the 70th — seventieth
the 7th — seventh	the 17th — seventeenth	the 80th — eightieth
the 8th — eighth	the 18th — eighteenth	the 90th — ninetieth
the 9th — ninth	the 19th — nineteenth	
the 10th — tenth		

Для выражения отрицания в предложениях с конструкцией **there is** употребляется отрицание **no**. Артикль перед существительным в этом случае опускается (см. пример «a»).

Если перед существительным стоят слова **many, much,** any или порядковое числительное, то отрицательная форма с **there is** образуется с помощью отрицания **not** (см. пример «b»).

Ex. 8. Say and respond as in the model.

— Give me **the** ↘ **pen**, please. It's on the table.
— But there is ↘ no pen on the table.

Prompts: 1. book; 2. journals; 3. newspaper; 4. contracts; 5. letters.

Ex. 9. Say as in the model.

There ↘ aren't many French journals in our office.

Prompts: 1. many armchairs in the sitting-room; 2. much mail on the table; 3. many newspapers on the desk; 4. much new equipment at the plant; 5. many chairs in the kitchen.

Step 4. **The interrogative form. Read the dialogues.**

a) — **Is there** much mail on the table?
— Yes, there is. (No, there isn't.)
b) — **Are there** many engineers in your office?
— Yes, there are. (No, there aren't)

В вопросительных предложениях с оборотом **there is/are** глагол **to be** ставится на первое место.

Ex. 10 Ask and answer as in the model.

— Are there ↗ **many engineers in yor firm?**
— ↘ Yes, there ↘ are. (↘ No, there ↘ aren't).

Prompts: 1. many chairs in your kitchen; 2. many plants in Moscow; 3. a desk in your children's room; 4. a sofa in your sitting-room; 5. much new equipment at the Likhachov plant.

Step 5. **Practise different questions.**

Ex. 11. Ask and answer as in the models.

a)

— What is there in your ↘ **sitting-room**?
— There is a ↘ TV-set there.

Prompts: 1. your hall; 2. the bedroom; 3. the kitchen; 4. the study; 5. your office; 6. the children's room.

b)

— There are ↘ **many engineers in your firm,** ↗ **aren't** there?
— Yes, there ↘ are.

Prompts: 1. two children in your family; 2. many plants in Moscow; 3. two economists in your firm; 4. a red sofa in your sitting-room; 5. a nice carpet in your bedroom.

c)

— Is there **a** ↗ **sofa in your sitting-room**?
— Yes, there ↘ is.
— ↘ Where is the sofa?
— The sofa is near the small ↘ table.

Prompts: 1. a sofa in Mr Bell's sitting-room; 2. armchairs in your friend's bedroom; 3. a carpet in Nancy's sitting-room; 4. a desk in your son's room; 5. a bookshelf in your study.

SECTION III

ORDINAL NUMERALS

Study the Ordinal Numerals

the 1st — first	the 11th — eleventh	the 20th — twentieth
the 2nd — second	the 12th — twelfth	the 30th — thirtieth
the 3rd — third	the 13th — thirteenth	the 40th — fortieth
the 4th — fourth	the 14th — fourteenth	the 50th — fiftieth
the 5th — fifth	the 15th — fifteenth	the 60th — sixtieth
the 6th — sixth	the 16th — sixteenth	the 70th — seventieth
the 7th — seventh	the 17th — seventeenth	the 80th — eightieth
the 8th — eighth	the 18th — eighteenth	the 90th — ninetieth
the 9th — ninth	the 19th — nineteenth	
the 10th — tenth		

the 21st	—	twenty-first
the 43rd	—	forty-third
the 52nd	—	fifty-second
the 67th	—	sixty-seventh
the 85th	—	eighty-fifth
the 99th	—	ninety-ninth

Порядковые числительные, за исключением первых трех, образуются от количественных числительных с помощью суффикса **-th**.

Обратите внимание на изменение правописания следующих порядковых числительных:

five	—	fifth
twelve	—	twelfth
eight	—	eighth
nine	—	ninth
twenty	—	twentieth

Существительное, перед которым стоит порядковое числительное, употребляется с определенным артиклем. Например:
the sixth lesson.

Ex. 12. Ask and respond as in the model.

— Is it lesson ⤴ one?
— ⤵ Yes, it is the ⤵ first lesson

Prompts: 1. twelve; 2. fifteen; 3. nine; 4. twenty; 5. thirty-two; 6. five; 7. three.

UNIT II

SPEECH PATTERN

The carpet on the floor **makes** the room **comfortable.**

Ex. 13. a) Say as in the model.

We've got **two nice** ⤵ **armchairs** in our sitting-room.
They make the room ⤵ comfortable.

Prompts: 1. a nice green sofa; 2. a large red carpet; 3. a white table and four red chairs; 4. nice pictures; 5. brown desks and green chairs; 6. two white beds and a red carpet.

b) Say what makes your sitting-room (bedroom, kitchen, office) nice and comfortable.

UNIT III

WORKING ON THE TEXT

«There is no Place like Home» [1]

A

Many English families have got their **own** houses, but **some people** live in the flats. There are two **floors** in the **traditional** English house: the **ground floor** and the first floor. People in **England** like their homes and always **show** them to their visitors.

* * *

Mr Dunn, a **British** businessman, often comes to the Soviet Trade Delegation and he knows Voronin very well. One Sunday he **invites** Voronin and some engineers to his **place to spend** an evening with his family.

Mr Dunn's family lives in a small house with **a garden**. There is a sitting-room and **a study downstairs**. The kitchen is downstairs too. The sitting-room is large and **sunny**. There is a sofa, two armchairs and **a TV-set** there. The nice carpet on the **floor** makes the room comfortable.

The study is a small room with **bookshelves** on the walls. **Upstairs** there are two bedrooms and a bathroom.

The Dunns * **love** their house and think: «There is no place like home».

B

Now Mr Dunn, Voronin and his friends **are sitting** near **the fireplace** in Mr Dunn's study.

Voronin: This is a **lovely** room, Mr Dunn.

Dunn: I'm glad you like it. It's always a pleasure to sit **here** and read newspapers and **magazines** after a long day in the office. And where do you live in Moscow, Mr Voronin?

---

* The Dunns — семья Даннов (Данны)

Voronin: We live in a three-room flat in a new **district** of Moscow.
Dunn: Is your flat comfortable?
Voronin: Yes, very. There's much **built-in furniture** in our **hall** and in the kitchen. The **windows** are large and the rooms are **light**.
Dunn: In **which** room do you like to spend evening hours?
Voronin: In the sitting-room. We usually watch television or VCR * there or **listen** to music on the **records**.
Dunn: Yes, it's always nice to spend a **quiet** evening with the family.
Voronin: I think so too.

Notes:

1. There is no place like home — нет ничего лучше своего дома

Ex. 14. Read the text.

Ex. 15. Agree or disagree. Give your reasons.

1. English people don't like to show homes to their visitors.
2. Mr Dunn's family lives in a traditional English house.
3. The Dunns' house is very large.
4. There are four rooms downstairs in the Dunns' house.

* * *

1. Mr Dunn likes to spend evening hours in the sitting-room.
2. Voronin has got a three-room flat in Moscow.
3. There is no built-in furniture in the Voronins' flat.
4. Voronin spends evening hours in his study.

Ex. 16. Say what you have learned from the text about:

1.the traditional English house; 2. the Dunns' house 3. Voronin's flat; 4. the evenings in the Dunns' and the Voronins' families.

UNIT IV

WORKING ON WORDS

to invite smb. to

Ex. 17. a) Read the model.

I'd like **to invite** you **to** our ⌣ place to spend an ⌒ evening with us.

* VCR — video ['vidiou] cassette [kə'set] recorder — видеомагнитофон

b) Say where you would like to invite your friend (the businessmen, the inspectors, etc.) today.

furniture

Ex. 18. Ask and answer as in the model.

— Is there ⌒ much furniture in your flat?
— Oh, ⌒ no! We've got ⌒ little furniture. We don't like ⌒ much furniture in your flat.

Prompts: 1. kitchen; 2. bedroom; 3. study; 4. children's room; 5. sitting-room.

to listen to

Ex. 19. Answer the questions.

1. Do you often or seldom listen to music?
2. It's a pleasure to listen to music, isn't it?
3. Who likes to listen to records in your family?
4. When do you usually listen to records?
5. Who do you usually listen to records with?
6. What records do you like to listen to?

UNIT V

KEY STRUCTURES AND SPECIAL POINTS

Articles

Ex. 20. a) Supply the articles where necessary.

1. There is ... large bedroom in our flat. ... bedroom is light and sunny. It is ... very comfortable bedroom.
2. Mr Bell's family lives in ... small house with ... garden; ... house and ... garden are very nice.
3. There are two armchairs and ...TV-set in our sitting-room. ... armchairs and ... TV-set are near the sofa.
4. There is ... fire-place in Mr Dunn's study. ... Dunns like to sit near ... fire-place in the evenings.
5. There is ... built-in furniture in our kitchen. ... furniture makes the kitchen comfortable.
6. There are ... bookshelves in Lavrov's study. ... bookshelves are on the walls. They are ... nice bookshelves.
7. Is there ... study in your flat? Yes, there is. ... study is not large, but very comfortable.

* * *

Remember: **a brother** [ˈbrʌðə] — брат
a wall-unit [ˈwɔ:lju:nit] — стенка (вид мебели)

Mr Dunn has got ... **brother**. His name is John Dunn. He is 35. John lives in ... very nice house. There is ... small garden near it. There are two floors in his house: ... ground floor and ... first floor. Downstairs there is ... sitting-room and ... kitchen. John's sitting-room is large. There is ... nice carpet on ... floor. There are four comfortable armchairs, ...TV-set and ... **wall-unit** there. On ... small table near ... window there are ... foreign newspapers and journals. There is ... fire-place in his room. It makes ... sitting-room comfortable. ... kitchen is not large. There is ... built-in furniture there.

Upstairs there is ... bedroom and ... small bathroom. In ... evenings John likes to sit near ... fire-place and read newspapers and magazines.

He likes his house and thinks: «There is no place like nome.»

b) Say what you have learned from the text about:

1. John Dunn and his house; 2. John Dunn's sitting-room.

Ex. 21. Supply the correct tenses.

1. — Where (to be) John Dunn now?
   — He (to spend) the weekend in Brighton. He often (to spend) weekends there.
2. — What the children (to do) now?
   — They (to listen) to a BBC English lesson. They always (to listen) to BBC English lessons at 3 in the afternoon.
3. — (to be) Mrs Bell in the garden?
   — Yes, she (to show) it to her friend. Her garden (to be) very nice and she (to like) to show it to her friends.

Prepositions

Ex. 22. a) Supply the correct prepositions.

Remember: **a sister** [ˈsistə] — сестра

Mr Blake's elder **sister** Rosy and her husband Richard Green live ... a small house. There is a garden ... it. ... the ground floor there is a sitting-room, a kitchen and a study. ... the first floor there is a bedroom and a bathroom. When you come ... the sitting-room you see that the room is light and sunny. It is a large room but there is not much furniture ... it. There are four comfortable armchairs, a green sofa and a TV-set there. ... the window there is a table ... newspapers and magazines. ... the floor there is a nice carpet. Richard's study isn't large. There are four bookshelves ... the wall. There is a fire-place ... the study. The fire-place makes the

room comfortable. Rosy and Richard often invite friends ... their place to watch television or listen ... music.

b) Say what you have learned from the text about:

1. The Greens' house; 2. The Greens' sitting-room; 3. Richard's study.

Miscellaneous

Ex. 23. Choose and use.

to go, to come

1. At weekends Londoners often ... to Brighton. They spend two days there. They ... to Brighton on Friday evening and ... to London on Sunday.
2. Where ... Mr Blake ...? Oh, he ... to see his friend's new house.
3. Mr Dunn ... to his office at 9. He has got much work to do every day. He finishes work at six and ... home at 7. Sometimes after work he ... to meet his friends.
4. I ... to the office at 8 and ... there at 9.
5. On Saturdays and Sundays many people ... to different places near Moscow to spend their weekends there.
6. Our manager often ... to London to discuss business matters with British businessmen.

UNIT VI

SPEECH EXERCISES

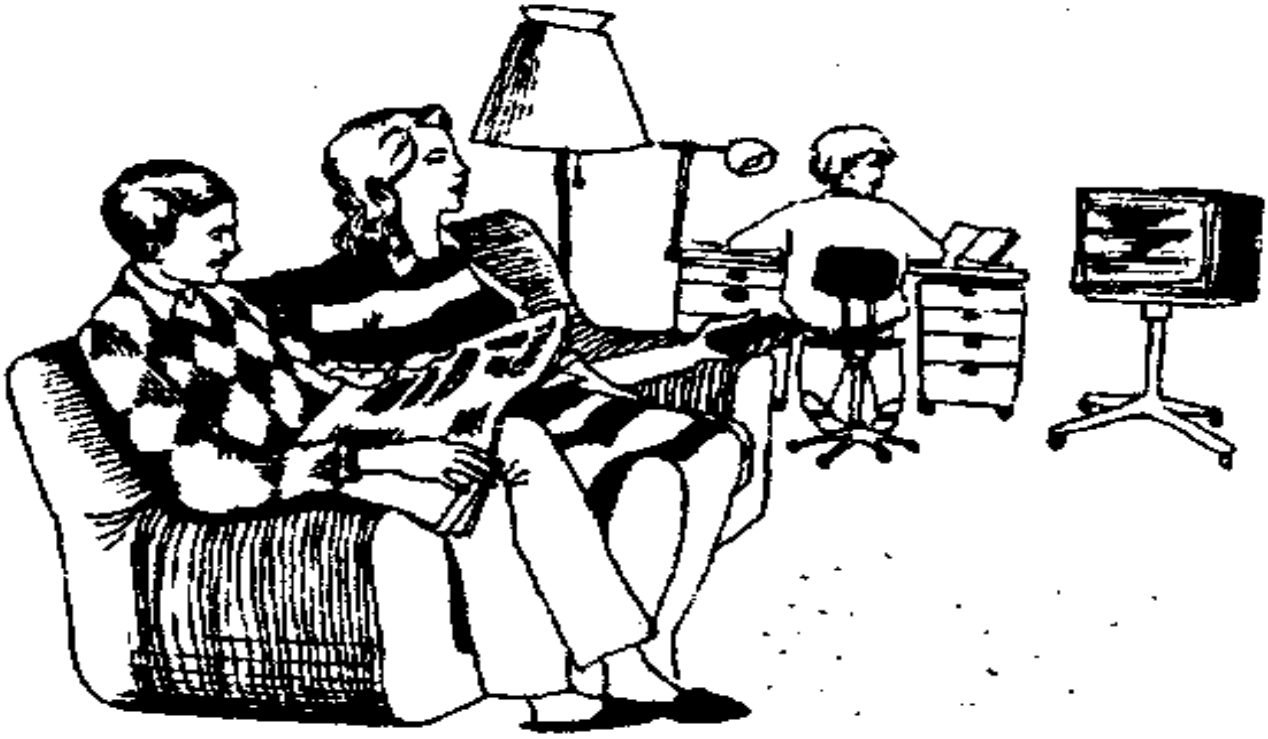
Ex. 24. a) Read the text.

Remember: **big** [big] — большой
a park [pɑ:k] — парк
blue [blu:] — голубой
beautiful ['bju:tɪfəl] — красивый
a block of flats ['blɔk ɔv 'flæts] — жилой многоквартирный дом

Voronin has got a very good friend. His name is Nick. Nick and his family live in a new district of Moscow. The district is large and green. There is a **big** park and many gardens in it. The houses are nice and comfortable. They are of different colours: green, white, red, **blue**. Different colours make the district **beautiful**.

Nick and his family have got a three-room flat. Their flat is on the seventh floor of a large **block of flats**.

Their sitting-room is large and sunny. There are two windows in it. You see a nice red carpet on the floor in the sitting-room. It makes the room very comfortable. Nick and his family like to spend evenings in their sitting-room. They like to be at home



together and read books, newspapers and magazines, watch television or listen to music.

Now you see Nick's family in their sitting-room.

They are having an evening at home. Nick is very tired after a long day in his office. He is sitting in a comfortable armchair and reading a newspaper. Nick's wife, Helen, is watching TV. Oleg, their son, is sitting at the table and doing his homework. But he is not working well. The television is interesting and he is watching it too. And where is their daughter Kate? She isn't in the sitting-room. Kate has got some new stereo records. She is listening to them in the children's room.

b) Ask questions on the text.

c) Say what you have learned from the text about:

1. the district where Nick and his family live; 2. Nick's family; 3. Nick's flat; 4. Nick's sitting-room; 5. the family's evenings.

d) Say what you see in the picture.

Ex. 25. Answer the following questions:

1. Have you got a large or a small flat?
2. How many rooms are there in your flat?
3. Is your flat in a new or in an old district?
4. How do you like your district?
5. Are there any parks and gardens in your district?

* * *

1. You've got a comfortable flat, haven'y you?
2. What floor is your flat on?

3. How many rooms have you got?
4. Are the rooms light and sunny?
5. Is there much or little furniture in your flat?
6. Is there any built-in furniture in your flat? Where is it?

* * *

1. Have you got a flat in a new or in an old block of flats?
2. There is a sitting-room in your flat, isn't there?
3. Is the sitting-room large or small?
4. How many windows are there in your sitting-room?
5. What is there in your sitting-room?

Ex. 26. Speak on the topics.

1. My district and my flat;
2. my friend's district and his flat.

Ex. 27. Act out a business dialogue on the basis of the following assignment:

Phone Dunn & C°. Mr Dunn isn't in the office. Speak to the secretary. Say that you would like to make an appointment with Mr Dunn for Friday. You want to have their catalogues and quotation.

UNIT VII

WRITTEN PRACTICE

Ex. 28. Supply *some* or *any*.

1. I've got ... English journals at home.
2. We haven't got ... offers from British companies.
3. Lavrov has got ... good pictures of London.
4. Have you got ... catalogues to look through today?
5. Nancy hasn't got ... books about Moscow.
6. I'd like ... tea with milk.

Ex. 29. Translate into English.

A

1. У меня есть несколько английских журналов, но французских журналов у меня нет. Я не знаю французского языка.
2. — У вас есть запросы на химическое оборудование?
   — Да. У нас есть несколько запросов от английских фирм.
3. У нас нет контрактов с фирмой «Браун энд Ко».
4. — Не хотите ли кофе?
   — Спасибо, с удовольствием.

B

1. В квартире моего друга много встроенной мебели.
2. У меня в гостиной два кресла и журнальный столик.
3. У меня в квартире нет телефона.
4. В комнате моих детей есть письменный стол. Стол стоит около окна.
5. — Есть ли у г-на Данна в кабинете камин?
   — Есть.
6. — Сколько этажей в традиционном английском доме?
   — Я знаю, что в английском доме два этажа.

Ex. 30. Translate the situation into English.

Брата Воронина зовут Олег. Он живет в новом районе Москвы. У него удобная двухкомнатная квартира в большом доме. В квартире гостиная и спальня. В гостиной немного мебели, но мебель новая и удобная. Комната светлая благодаря большому окну. У окна находится диван. Он зеленого цвета. Около дивана — телевизор и два кресла. Вечерами после работы Олег любит сидеть в кресле и просматривать газеты и журналы. Иногда он смотрит телевизор, но не очень часто. В субботу или в воскресенье к Олегу приходят его друзья. Они проводят вечера вместе. У Олега есть стереофоническая система и много хороших пластинок. Друзья пьют кофе или чай говорят о своих делах и слушают музыку.

Ex. 31. Describe the sitting-room in your flat.

UNIT VIII

VOCABULARY

1.	**to live** [liv] *v*	—	жить
2.	**some** [sʌm] [səm] *pron*	—	несколько, некоторые, некоторое количество
3.	**any** ['eni] *pron*	—	какой-нибудь, сколько-нибудь
4.	**people** ['pi:pl] *n*	—	люди
5.	**own** [oun] *adj*	—	свой (собственный)
	e.g. Mr Blake lives in his own house.		
6.	**a floor** ['flɔ:] *n*	—	1) этаж; 2)пол
	on the ground [graund] **floor**	—	на первом этаже
	on the first floor	—	на втором этаже (в Англии)
	on the floor	—	на полу
7.	**traditional** [trə'diʃənəl] *adj*	—	традиционный
8.	**England** ['iŋgland] *n*	—	Англия
9.	**to like** [laik] *v*	—	нравиться
	e.g. I like my friend's flat.	—	Мне нравится квартира моего друга.

10. **to show** [ʃou] *v* — показывать
e.g. I'd like to show my flat to you.
11. **a visitor** ['vɪzɪtə] *n* — посетитель
12. **British** ['brɪtɪʃ] *adj* — британский, английский
13. **to invite** [ɪn'vaɪt] *v* — приглашать
to invite to
e.g. I'd like to invite you to Brighton for the weekend.
14. **a place** [pleɪs] *n* — зд. дом, квартира
15. **to spend** [spend] *v* — проводить

to spend	**a day** **a weekend** **time**

e.g. We'd like to spend the weekend outside Moscow.
16. **a garden** ['gɑ:dn] *n* — сад
17. **a study** ['stʌdɪ] *n* — кабинет
18. **downstairs** ['daunsteəz] *adv* — внизу, вниз

to go **to come**	**downstairs**

19. **upstairs** ['ʌpsteəz] *adv* — наверху, наверх

to go **to come**	**upstairs**

e.g. There are three rooms upstairs and two rooms downstairs in Mr Bell's house.
20. **sunny** ['sʌnɪ] *adj* — солнечный
21. **a TV-set** ['ti: 'vi: 'set] *n* — телевизор
a colour TV-set
22. **a bookshelf** ['bukʃelf] — книжная полка
pl. **bookshelves** *n*
on the bookshelf — на книжной полке
e.g. There are many books on the bookshelves.
23. **a wall** [wɔ:l] *n* — стена
on the wall — на стене
e.g. There is a nice picture on the wall in Mr Blake's study.
24. **to love** [lʌv] *v* — любить
25. **to sit** [sɪt] *v* — сидеть
26. **a fire-place** ['faɪəpleɪs] *n* — камин
27. **lovely** ['lʌvlɪ] *adj* — красивый, прекрасный
28. **here** [hɪə] *adv* — здесь
29. **a magazine** [ˌmægə'zi:n] *n* — журнал (научно-популярный)
30. **long** [lɔŋ] *adj* — длинный, долгий
31. **a district** ['dɪstrɪkt] *n* — район (административный)
e.g. We live in a new district of Moscow.
32. **built—in** ['bɪlt'ɪn] *adj* — встроенный
33. **furniture** ['fə:nɪtʃə] *n* — мебель

much **little** **old** **new** **built-in**	**furniture**

e.g. We've got much built-in furniture in our kitchen.

34. a hall [hɔ:l] *n* — холл
35. a window ['windou] *n* — окно
36. light [lait] *adj* — светлый
light colour

light	brown	—	светло-коричневый
	green	—	светло-зеленый

37. which [wɪtʃ] *pron* — какой

> Русское слово «какой» переводится словом **which**, если имеется в виду выбор. Например: I've got two newspapers, which newspaper would you like to read?

38. to listen [lisn] *v* — слушать
to listen to
39. music ['mju:zɪk] *n* — музыка
e.g. We often listen to music in the evening.
40. a record ['rekɔ:d] *n* — пластинка
41. quiet ['kwaɪət] *adj* — спокойный

quiet	child
	evening
	place

42. a brother ['brʌðə] *n* — брат
43. a wall-unit ['wɔ:lju:nɪt] *n* — стенка (вид мебели)
44. a sister ['sɪstə] *n* — сестра
45. a park [pɑ:k] *n* — парк
46. blue [blu:] *adj* — голубой

Speech Pattern

The large carpet **makes** the room **comfortable.** — Большой ковер делает комнату уютной.

LESSON 3

Grammar:	The Present Perfect Tense (настоящее совершенное время).
Text:	Meeting a Businessman.

UNIT I

GRAMMAR

THE PRESENT PERFECT TENSE

Step 1. **Read the dialogues.**

a) — Please, translate this letter from Soyuzexport, Betsy.
— I **have translated** it, Mr Blake. The letter is on your desk.
b) — **Have** you **written** a letter to Mr White, Nancy?
— No, I **haven't**. It **has been** a busy day.

Present Perfect употребляется для выражения действия, завершившегося к моменту речи и связанного с настоящим временем. На русский язык глаголы в Present Perfect в большинстве случаев переводятся прошедшим временем.

Step 2. **The affirmative form. Study the tense-forms.**

I	have	(I've)			
He	has	(He's)	translated	the letter	from Brown and C°.
She	has	(She's)			
We	have	(We've)			
You	have	(You've)	written	a letter	to Bell and C°.
They	have	(They've)			

Present Perfect образуется при помощи вспомогательного глагола to have в Simple Present и Participle II (причастия прошедшего времени) смыслового глагола.

Образование Participle II

а) Правильные глаголы

The Infinitive	The Simple Past Tense	Participle II
to finish	finished	finished
to help	helped	helped
to listen	listened	listened
to learn	learned	learned
to translate	translated	translated

ParticipleII правильных глаголов образуется путем прибавления окончания **-ed, -d** к инфинитиву глагола без частицы **to** Окончание читается:	
1. [d] to listen — **listened** to stay — **stayed**	после гласных и звонких согласных звуков (кроме [d])
2. [t] to work — **worked** to discuss — **discussed**	после глухих согласных звуков (кроме [t])
3. [id] to translate — **translated** to recommend — — **recommended**	после звуков [t], [d]
Правила правописания: 1. to translate + **d** = **translated**	Если инфинитив глагола оканчивается на букву **-e**, то прибавляется только **-d**
2. to study + **ed** = **studied** Но: to stay + **ed** = **stayed**	Буква **y** после согласной меняется на **i** После гласных **y** сохраняется
3. to stop + **ed** = **stopped**	После краткого гласного звука конечная согласная удваивается

б) Неправильные глаголы

Каждый неправильный глагол имеет свою форму

The Infinitive	The Simple Past Tense	Participle II
to be	was [wɔz, wəz] were [wə:]	been [bi:n]
to begin	began [bi'gæn]	begun [bi'gʌn]
to come	came [keim]	come [kʌm]
to do	did [did]	done ['dʌn]
to drink	drank [dræŋk]	drunk [drʌŋk]
to give	gave [geiv]	given [givn]
to go	went [went]	gone [gɔn]
to have	had [hæd]	had [hæd]
to know	knew [nju:]	known [noun]
to make	made [meid]	made [meid]
to meet	met [met]	met [met]
to read	read [red]	read [red]
to see	saw [sɔ:]	seen [si:n]
to show	showed [ʃoud]	shown [ʃoun]
to sit	sat [sæt]	sat [sæt]
to speak	spoke [spouk]	spoken [spoukn]
to spend	spent [spent]	spent [spent]
to sell	sold [sould]	sold [sould]
to think	thought [θɔ:t]	thought [θɔ:t]
to write	wrote [rout]	written [ritn]

Ex. 1. Say and respond as in the model.

> — **I've read the offer from Bell and ⌒C°.**
> And what about Lav⌒rov?
> — He has read the offer ⌒ too.

Prompts: 1. to look through the latest catalogue of Bell and C°; 2. to be to the plant; 3. to read the enquiry from Smith and C°; 4. to listen to the English lesson.

Step 3. **The negative form. Study the tense-forms.**

I	have not	(haven't)	read the letter from Blake and C°
He	has not	(hasn't)	
She	has not	(hasn't)	
We	have not	(haven't)	
You	have not	(haven't)	
They	have not	(haven't)	

Отрицательная форма Present Perfect образуется при помощи частицы **not**, которая ставится после вспомогательного глагола.

Ex. 2. Say and respond as in the model.

— I ⟩haven't read this book.
Is it ⟩interesting?
— ⟩Yes, ⟩very.

Prompts: 1. to see Ivanov's flat; 2. to be to Brighton; 3. to look through the latest catalogue of Bell and Co; 4. to see Petrov's new colour TV-set; 5. to listen to this French record.

Step 4. **The interrogative form. Study the tense-forms.**

Have	I			I	have (haven't)
Has	he			he }	has (hasn't)
Has	she	discussed	Yes	she }	
Have	we	the price?	(No),	we }	have (haven't)
Have	you			you }	
Have	they			they }	

В вопросительном предложении вспомогательный глагол **have** ставится перед подлежащим.

Ex. 3. Say and respond as in the model.

— Petrov has gone to Las-⟩Vegas.
— Has he ⟩really gone to Las-Vegas?
— ⟩Yes, he ⟩has

Prompts: 1. to receive a five room flat 2. to be to all African countries; 3. to learn three languages; 4. to make an appointment with Mr Blake for Saturday; 5. to see the latest model of Moskwitch.

Step 5. **Practise the use of the Present Perfect Tense with the following words.**

already [ɔ:l'redi] — уже (в утвердительных предложениях)

yet [jet]	—	1. еще (в отрицательных предложениях) 2. уже (в вопросительных предложениях)
lately ['leitli]	—	за последнее время, недавно
just [dʒʌst]	—	только что
ever ['evə]	—	когда-либо
never ['nevə]	—	никогда

Present Perfect часто употребляется с наречиями неопределенного времени.

Ex. 4. **a) Ask and answer is in the model.**

— **Have you discussed the terms of payment and delivery ⤴yet?**
— We've already discussed the terms of ⤵payment but haven't discussed the terms of de⤵livery yet.

Prompts: 1. to look through the latest catalogues and quotations of Bell & C°; 2. to read the latest newspapers and magazines; 3. to receive letters from White and C° and Bell and C°; 4. to make contracts with Smith and C° and Brown and C°; 5. to be to Leningrad and Kiev.

b) Say what countries (cities, places) you have already been to or haven't been to yet.

Ex. 5. **Ask and answer as in the model.**

— **Has Mr Blake ever been to ⤴Moscow?**
— ⤵No, he has ⤵never been to Moscow. He would like to ⤵go there.

Prompts: 1. to do business with GML; 2. to sell goods to Brown and C°; 3. to make contracts with Smith and C°; 4.to receive offers from Green and C°; 5. to be to Chekhov's house in Yalta.

Step 6. **Practise the Present Perfect Tense with the following words.**

today [tə'dei]	—	сегодня
this week [wi:k]	—	на этой неделе
this month [mʌnθ]	—	в этом месяце
this year [jə:]	—	в этом году

Present Perfect часто употребляется со словами, выражающими незаконченный период времени.

Ex. 6. **a) Ask and answer as in the model.**

— **Have you discussed any business matters this ⁄week?**
— ⁓Yes, I ⁓have. (⁓No, I ⁓haven't)

Prompts: 1. to receive businessmen from England; 2. to show the new equipment to the French businessmen; 3. to translate business letters; 4. to have talks with White and C°; 5. to have an English lesson.

b) Say what you (the General Director, the manager, the engineers) have (has) done this week (this month).

Step 7. Practise different questions.

Ex. 7. **Ask and answer as in the model.**

a)
— **What matters has Voronin discussed ⁓lately?**
— He has discussed terms of payment and de⁓livery.

Prompts: 1. to see films; 2. to look through journals; 3. to be to cities; 4. to read books; 5. to sell goods.

Remember: **why** [wai] — почему
because [bi:'kɔz] — потому что

b)
— **Why haven't you gone to the ⁓plant yet?**
— Because I've got some matters to discuss with the General Di⁓rector.

Prompts: 1. to look through the mail; 2. to make an appointment with Mr Blake; 3. to type these letters; 4. to make a contract with Bell and C°; 5. to begin the talks; 6. to spend the weekend with your friends.

c)
— **You have had much ⁓work to do today, ⁄ haven't you?**
— ⁓Yes, I ⁓have and I'm ⁓tired now.

Prompts: 1. to receive many businessmen; 2. to write many telexes to different companies; 3. to discuss many business matters; 4 to type many letters; 5. to be to two plants outside Moscow.

UNIT II

SPEECH PATTERNS

Pattern 1. **It's the twelfth of Oc`tober.**

Ex. 8. **Ask and answer as in the model.**

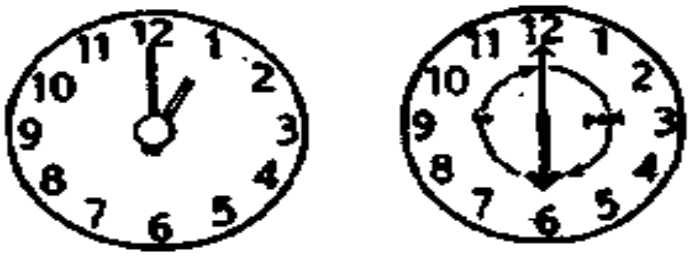
Remember: **date** [deit] — дата, число

— What's the `date today?
— **It's the twelfth of Oc`tober.**

Prompts: 8/III; 2/VIII; 3/II; 14/I; 5/VI; 24/IV; 17/IX; 1/V.

Pattern 2. **It's one o'clock.**

Ex. 9. **Look at the pictures and read the sentences.**

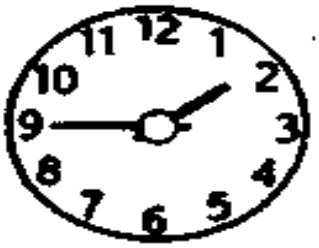


It's one o'clock.

It's a quarter past one.
['kwɔ:tə] [pɑ:st]

It's 10 minutes past one.
['mɪnɪts]

It's half past one.
[hɑ:f]



It's a quarter to two.

It's 10 minutes to two

Ex. 10. a) Ask and answer as in the model.

Remember: **time** [taɪm] — время

— What's the time, please? — **It's 10 o'clock.**

Prompts: 8.00; 18.20; 12.45; 10.15; 20.55; 19.30; 6.25; 3.50.

b) Now look at your watch [wɔtʃ] (часы) and say what time it is.

Pattern 3.

It's ↘light now.

Ex. 11. a) Ask and answer as in the model.

— What's the ↘weather like today? * — Oh, it's ↘nice today.

Prompts: 1. warm; 2. cold; 3. wet; 4. sunny; 5. lovely.

b) Say what the weather is like in Sochi (Leningrad, Omsk, Tashkent, etc.) now.

Pattern 4.

Let's meet next ↘Tuesday.

Ex. 12. Make up sentences, read and translate them.

Let	me him her us(let's) them my brother Voronin	read this book.

Ex. 13. Say and respond as in the model

— **I'd like to discuss some business ↘matters** with you. — Sorry, I'm ↘busy now. Let's discuss them after ↘lunch.

Prompts: 1. to look through the new catalogues; 2. to show the equipment to our customers; 3. to write letters to some foreign companies; 4. to translate this letter into English; 5. to listen to music; 6. to go to the park.

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* What's the weather like today? — Какая сегодня погода?

Pattern 5. | **to be interested in doing smth.** |

Ex. 14. a) Say as in the model:

We are interested in **buying machines from French** companies.

Prompts: 1. to buy equipment from British companies; 2. to sell telephone equipment to Blake and C°; 3. to buy new machines from Smith and C°; 4. to receive offers from British companies; 5. to do business with GML; 6. to make contracts with French companies.

b) Now say what goods your company is interested in selling or buying.

UNIT III

WORKING ON THE TEXT

Meeting a businessman

It's the 21st of **October**, 10 o'clock in the morning. Mr Blake has come to the Soviet Trade Delegation.

Blake: Good morning! My name's Blake. I'm from Blake and C°. I've got an appointment with Mr Voronin at 10.15.

Receptionist: Good morning, Mr Blake. Mr Voronin **is expecting** you. Will you take a seat[1], please?

Blake: Thank you. **I'm a bit early, actually.**

Receptionist: **That's all right**[2], Mr Blake.

(In a few minutes Voronin comes downstairs to meet him.)

Voronin: Oh, Mr Blake, it's nice to see you here. How are you?

Blake: **Fine**, thanks *! And you?

Voronin: **Pretty** well too, thank you. This way[3], please.

(They come into the conference room and take their seats at the table.)

Voronin: Would you like a cup of coffee?

Blake: Yes, please. It's very cold and **wet** outside today.

Voronin: Yes, **the weather** hasn't been very good **lately**.

Blake: That's **right**, but it's usually **warm** here in October. Now, Mr Voronin, how about our quotation and catalogues? Have you looked through them?

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* thanks = thank you.

Voronin: Sure *! We've **studied** them **closely**. The new model is certainly good.

Blake: Yes, it's of **high quality**. We've just starting **producing** the model and we've already received **a lot** of **orders**.

Voronin: Your **machines meet our requirements** and we are interested in **buying** them. Mr Blake, have you seen our **contract form**?

Blake: Not yet.

Voronin: Would you like to look through it?

Blake: I certainly would.

Voronin: **Here you are**[4], Mr Blake. Please study our terms and let's meet **again next** Tuesday.

Blake: **All right**[5], Mr Voronin. Good-bye for now.

Notes

1. **Will you take a seat?** — Садитесь, пожалуйста. (вежливая форма)
2. **That's all right.** — Ничего страшного Все в порядке.
3. **This way, please.** — Сюда, пожалуйста. (при указании пути, дороги)
4. **Here you are** — Вот, пожалуйста
5. **All right.** — Хорошо. (выражает согласие)

Ex. 15. Read the text.

Ex. 16. Agree or disagree. Give your reasons.

1. Mr Blake would like to have a cup of coffee.
2. The new model of Blake and C° is not of high quality.
3. Blake and C° haven't received many orders for their machines.
4. Voronin's company is not interested in buying machines from Blake and C°.
5. Voronin and Mr Blake have made an appointment for next week.

Ex. 17. Say what you have learned from the next about:

1 Blake and C°; 2. the new machines of Blake and C°.

UNIT IV

WORKING ON WORDS

to be of high quality.

Ex. 18. a) Say as in the model.

Our machines are of high quality.

* sure = certainly.

Prompts: 1. equipment; 2. goods; 3. carpets; 4. furniture; 5. TV-sets; 6. telephone equipment.

b) Now say what model of TV-set (stereo equipment) you would like to buy and why.

to start doing * smth.

Ex. 19. a) Say as in the model.

Our company has just started **producing a new model of chemical equipment.**

Prompts: 1. to sell machines Model BC; 2. to discuss terms of payment; 3. to study the latest catalogues of Bell & C°; 4. to learn English; 5. to sell new television equipment.

b) Now say what goods you have just started selling or buying.

to meet the requirements of smb. **to meet smb's requirements.**

Ex. 20. a) Ask and answer as in the model.

— What goods of Blake & C° are you interested in? — We are interested in their **chemical equipment**. It meets our requirements.

Prompts: 1. machines; 2. furniture; 3. carpets; 4. office equipment; 5. TV-sets; 6. records.

b) Say what goods of foreign companies meet the requirements of your customers.

UNIT V

KEY STRUCTURES AND SPECIAL POINTS

Articles

Ex. 21. a) Supply the articles where necessary.

1. Soyuzexport's goods are of ... high quality.
2. ... quality of Soyuzexport's goods meets the requirements of their customers.

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* образование формы -ing см. урок 1.

3. We are interested in buying ... machines from British companies.
4. ... machines of Blake and C° are of ... high quality.
5. We've received an enquiry for ... three machines lately.
6. What's ... weather like today? ... weather is very cold.
7. I don't like to go out in ... wet weather.

* * *

Soyuzimport has received ... latest catalogues from Blake and C°. ... engineers of Soyuzimport have studied ... catalogues closely. ... machines of Blake and C° are of high quality and meet ... requirements of ... Soviet customers.

Soyuzimport is interested in buying ... machines Model B 20. They would like to receive ... offer with ... prices, ... terms of payment and ... delivery from ... company.

b) Ask questions on the text.

c) Say what you have learned from the text about the machines of Blake and C°.

Tenses

Ex. 22. a) Supply the correct tenses.

Borisov: Hallo! (to be) that Steal and C°? I'd like to speak to Mr Steal.

Steal: Yes, Steal (to speak).

Borisov: Good morning, Mr Steal. This is Borisov of Soyuzimport speaking. I'd like to discuss some business matters with you.

Steal: Yes, Mr Borisov. I (to listen) to you.

Borisov: We just (to receive) your latest catalogues. Our engineers (to study) them. We (to be interested) in buying some of your new machines.

Steal: What model you (to be interested) in?

Borisov: Model BC 5 (to meet) our requirements.

Steal: Yes, this model (to be) of high quality. We just (to start) producing it and we already (to receive) a lot of orders for machines of this model. How many machines would you like to buy?

Borisov: I (to think) 15 or 20, Mr Steal, and we'd like to have them in November-December.

Steal: Fine. Let's meet and discuss all the matters on Tuesday.

Borisov: All right, Mr Steal.

b) Say what you have learned from the dialogue about Soyuzimport's business with Steal and C°.

Prepositions

Ex. 23. a) Supply the correct prepositions where necessary.

A plant ... Kiev has started producing new machines Model 35. The machines are ... high quality and meet the requirements ... the customers ... Soyuzexport.

Many foreign companies are interested ... buying this model and Soyuzexport has already received a lot ... orders ... it.

This week Soyuzexport has received an enquiry ... these machines ... Brown and Sons.

They would like to buy 15 machines ... the Soviet company. Soyuzexport is interested ... selling their machines ... Brown and Sons and would like to invite Mr Bond, the manager ... the company, to come ... Moscow to have talks.

b) Say what you have learned from the text about:

1. New machines Model 35; 2. Brown and Sons' enquiry.

Miscellaneous

Ex. 24. Supply the correct word.

few, a few

1. The engineers have discussed (несколько) business matters.
2. I've got (мало) English books.
3. There are (мало) plants in Zagorsk.
4. The manager has written (несколько) letters to GML lately.
5. The boy has read very (мало) books this month.

UNIT VI

SPEECH EXERCISES

Ex. 25. a) Read the dialogue.

Remember: **frosty** ['frɔsti] — морозный

It's the 23rd of December, 10 o'clock in the morning. Mr Smith has come to the Ministry for Foreign Economic Relations. Now Smirnov is meeting Mr Smith in the conference room.

Smith: Good morning, Mr Smirnov.
Smirnov: Good morning, Mr Smith. Will you take a seat?
Smith: Thank you. It's very **frosty** in Moscow now, isn't it?
Smirnov: Yes, it has been very cold this month.
Smith: How is your business, Mr Smirnov?

Smirnov: Fine, thank you. We've just started selling machines of a new model and we've received a lot of orders for them.

Smith: Yes, we know that. We have studied your latest catalogues closely and we are interested in buying some machines of this model.

Smirnov: Glad to hear that *. The new model is certainly good. It's of very high quality.

Smith: Well, Mr Smirnov, I'd like to look through your contract form.

Smirnov: Here you are, Mr Smith.

Smith: Thank you very much. Let's meet again next Wednesday and discuss the terms of the contract.

Smirnov: All right. Good-bye for now.

Smith: Good-bye.

b) Say what you have learned from the dialogue about:

1.the weather in Moscow; 2. the new model of Soyuzexport.

c) Think and answer:

1. What does Mr Smith think of the new model?
2. What business matters would Mr Smith like to discuss with Smirnov next Wednesday?

Ex. 26. Answer the following questions:

1. What company are you from?
2. Do you sell or buy goods?
3. What goods do you sell to (buy from) foreign companies?
4. Are these goods of high quality?
5. Do your (their) goods always meet the requirements of your customers?

* * *

1. Have you discussed any business matters this week?
2. What matters have you discussed?
3. With whom have you discussed these matters?
4. Is the company interested in selling or in buying goods?

* * *

1. What goods are you selling now?
2. Are your goods of high quality?
3. Have you received many or few orders for the goods?
4. What company have you received an order from this week?
5. How many (machines) would they like to buy?

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* Glad to hear [hiə] that. — Рад слышать это.

Ex. 27. Speak on the topics.

1. The goods of your office.
2. The talks you are having now.

Ex. 28. Act out dialogues on the basis of the following assignments:

1. Mr Bond, a British businessman, is interested in buying some machines from Soyuzexport. He has come to Moscow to discuss some business matters. Receive Mr Bond at your office. Speak about the quality of your machines.
2. You are interested in the goods of Brown and C°. You've studied their latest catalogues. Meet Mr Brown at his office. Speak about the weather in London. Say you would like to discuss the terms of the contract with him.

UNIT VII

WRITTEN PRACTICE

Ex. 29. Write Participle II of the following verbs:

to meet — met

a) to come, to translate, to love, to know, to want, to read, to discuss, to speak, to receive, to look, to drink, to show, to work, to write, to watch, to do, to have, to learn, to think, to finish, to help, to listen, to invite;
b) to start, to buy, to sell, to spend, to begin, to live, to see, to sit, to study, to make, to expect, to be, to produce, to go.

Ex. 30. Translate the sentences.

1. Мы только что изучили ваши последние каталоги и полагаем, что Модель С отвечает нашим требованиям.
2. — Вы уже обсудили цену на оборудование?
   — Нет еще.
3. Мы никогда не вели торговлю с фирмой «Белл энд Ко».
4. — Вы когда-либо были в Лондоне?
   — Да.
5. В этом месяце мы заключили контракт на химическое оборудование с фирмой «Браун энд Ко».

Ex. 31. Write down sentences as in the model.

It's warm today. Let's go to Abramtsevo.

Prompts:	1. wet	to stay at home
	2. nice	to go to Pushkino
	3. cold	to stay in Moscow
	4. warm	to go to the park
	5. very warm	to go to Klazma

Ex. 32. Translate the following sentences:

A

1. Пусть секретарь просмотрит почту.
2. Пусть английские бизнесмены изучат эти каталоги сегодня.
3. Наши инженеры хорошо знают английский. Пусть они переведут эти письма.
4. Давайте поедем в Суздаль. Погода сегодня теплая.
5. Секретарь сейчас не занята. Пусть она договорится о встрече с г-н-м Беллом.

B

1. — Здравствуйте! Моя фамилия Грин. Я представитель фирмы «Смит энд Ко». У меня назначена встреча на 10.30 с Вороновым.
   — Садитесь, пожалуйста. Воронов разговаривает сейчас по телефону. Не хотите ли Вы посмотреть этот журнал?
   — С удовольствием.
   — Вот, пожалуйста.
   — Спасибо.
2. Воронов работает в «Союзэкспорте». Эта фирма продает машины во многие страны. Машины «Союзэкспорта» высокого качества и отвечают требованиям заказчиков. Недавно наши заводы начали выпускать новую модель, и в этом месяце «Союзэкспорт» получил несколько заказов.

   На этой неделе «Союзэкспорт» получил запрос на эти машины от «Блэк энд Ко». Заказчики заинтересованы в покупке 20 машин у советской фирмы.

   Г-н Хэролд (Harold), управляющий фирмы «Блэк энд Ко», хотел бы встретиться с нашими инженерами, чтобы обсудить некоторые вопросы и получить типовой контракт «Союзэкспорта».

VOCABULARY

1. **October** [ɔkt'oubə] — октябрь
   in October

Remember the names of the months

January ['dʒænjuəri] — январь
February ['februəri] — февраль
March [mɑ:tʃ] — март
April ['eɪprɪl] — апрель
May [meɪ] — май
June [dʒu:n] — июнь
July [dʒu'laɪ] — июль
August ['ɔ:gəst] — август
September [sep'tembə] — сентябрь
November [nou'vembə] — ноябрь
December [dɪ'sembə] — декабрь

2. **a receptionist** [rɪ'sepʃənɪst] *n* — 1) дежурный (в торгпредстве)
   2) администратор (в гостинице)
3. **to expect** [ɪks'pekt] *v* — ожидать
4. **a bit** [ə'bɪt] *adv* — немного
   e.g. I'm a bit tired
5. **early** ['ə:lɪ] *adj,adv* — 1) ранний; 2)рано
   an early morning
   e.g. It's an early moprning.
   to be early — приходить рано
   early in the morning
   to come early — приходить рано
6. **actually** ['æktʃuəlɪ] *adv* — фактически
   e.g. I'm abit early, actually
7. **in** *prep* — через
   in | **a week** / **a month** / **two days**
8. **a few** [fju:] *adj* — несколько
   a few | **letters** / **journals**
9. **a minute** ['mɪnɪt] *n* — минута
10. **fine** [faɪn] *adj* — прекрасный
    Fine! — Прекрасно!
11. **pretty** ['prɪtɪ] *adv* — довольно, достаточно
    e.g. I'm pretty tired today. It's pretty dificult to do it.
12. **a conference room** ['kɔnfərəns] — «переговорная»
13. **a cup** [kʌp] *n* — чашка
    a cup of | **milk** / **coffee**
14. **cold** [kould] *adj* — холодный
    e.g. It's cold. — холодно
15. **wet** [wet] *adj* — мокрый, сырой
    e.g. It's wet. — сыро
16. **warm** [wɔ:m] *adv* — теплый
    e.g. It's warm — тепло
17. **weather** ['weðə] *n* — погода

Слово **weather** не употребляется с непределенным артиклем.

fine / nice | **weather**

e.g. It's fine weather.
The weather is fine.
What's the weather like today? — Какая сегодня погода?

18. **lately** ['leitli] *adv* — недавно, за последнее время

e.g. Our company has done very good business lately.

19. **right** [rait] *adj* — правильный
e.g. That's right. — Да, правильно. (реплика, выражающая согласие)
That's all right. — Ничего страшного. Все в порядке.

20. **to study** ['stʌdi] *v* — учить, изучать
21. **closely** [kloush] *adv* — внимательно
to study smth. closely

22. **high** [hai] *adj* — высокий
a high price
e.g. We've sold our goods at a high price lately.

23 **quality** ['kwɔliti] *n* — качество
e.g. The quality of these machines is high.
to be of high quality
e.g. Our machines are of high quality.

24. **just** [dʒʌst] *adv* — только что
25. **to start** [stɑ:t] *v* — начинать

to start | **talks** / **a lesson** / **doing smth.**

e. g. We've just started learning English.

26. **to produce** [prə'dju:s] *v* — изготовлять, производить

to produce | **machines** / **equipment**

27. **already** [ɔ:l'redi] *adv* — уже (в утвердительных предложениях)
28. **a lot** [lɔt] *n* — много (множество, масса)

Слово **a lot** употребляется с исчисляемыми и неисчисляемыми существительными

a lot of | **books** / **equipment** / **furniture**

29. **an order** ['ɔ:də] *n* — заказ
an order for — заказ на что-л.
e.g. We've just received an order for chemical equipment.

30. **a machine** [mə'ʃi:n] *n* — машина
31. **a requirement** [ri'kwaiəmənt] *n* — требование
to meet the requirements of smb. — отвечать чьим-л. требованиям

to meet smb.'s requirements
e.g. These goods meet the requirements of our customers
32. **to buy** [bai] (bought, bought) *v* — покупать
to buy smth. from smb.
e.g. We've bought a lot of machines from French companies.
33. **a contract form** — типовой контракт
34. **to let** [let] *v* — позволять, пускать, давать
e.g. Let me do it. — Разрешите мне это сделать.
Let's go to Kiev. — Давайте поедем в Киев.
Let Voronin go to London — Пусть Воронин поедет в Лондон.
35. **again** [ə'gein] *adv* — снова
36. **next** [nekst] *adj* — следующий
the next { **talks** / **lesson** }
but:
next { **Sunday** — в следующее воскресенье / **week** — на следующей неделе }
37. **ever** [evə] *adv* — когда-либо
38. **yet** [jet] *adv* — еще
39. **a month** [mʌnθ] *n* — месяц
this / **next** { **month** } — в этом месяце / — в следующем месяце
40. **a year** [jə:, jiə] *n* — год
41. **why** [wai] *adv* — почему (вопросительное слово)
42. **because** [bi'kɔz] *conj* — потому что, так как
43. **a date** [deit] *n* — число
e.g. What's the date today? — Какое сегодня число?
44. **time** [taim] *n* — время
e.g. What's the time, please? — Который час?
45. **past** [pa:st] *prep* — после, за (о времени)
e.g. It's 20 minutes past two. — 2 час. 20 мин.
46. **to** [tu] *prep* — до (о времени)
e.g. It's 20 minutes to two. — Без 20 мин. два
47. **half** [ha:f] *n* — половина
e.g. It's half past two. — Половина третьего.
48. **a quarter** ['kwɔ:tə] *n* — четверть
e.g. It's a quarter past two. — 15 минут третьего.
49. **frosty** ['frɔsti] *adj* — морозный

Speech patterns

1. — **What's the date today?** — Которое число сегодня?
— **It's the 12th of October.** — Сегодня 12-е октября.
2. — **What's the time?** — Который час?
— **It's 10 o'clock.** — 10 часов.
3. **It's warm (wet, cold).** — Тепло (сыро, холодно)

LESSON 4

Grammar:	1. The Simple Past Tense (Простое прошедшее время). 2. Adverbs (наречия) **much, little**.
Text:	Let's speak about films.

UNIT 1

GRAMMAR

SECTION I

THE SIMPLE PAST TENSE

Step 1. **Read the dialogues.**

a) — I think your son is tired.
— Yes, he **studied** English from 8 to 12 yesterday.

b) When Sedov **lived** in France, he often **went** to different plants to see new models of equipment.

c) — **Did** you **have** a nice weekend?
— No, I **didn't**. The weather **was not** good and I **stayed** at home.

Simple Past употребляется для выражения действий, совершившихся в прошлом и не связанных с настоящим моментом (см. пример «a»), а также для выражения повторяющихся действий в прошлом (см. пример «b»).

Simple Past может употребляться со следующими обстоятельствами времени:

yesterday ['jestədɪ] — вчера;
the day before yesterday — позавчера;
yesterday morning (afternoon, evening) — вчера утром (днем, вечером);
last [lɑ:st] — в последний (прошлый) раз;
last week (month, year, Sunday) — на прошлой неделе (в прошлом месяце, году, в прошлое воскресенье);
last night — вчера вечером;
a week (month, year) **ago** [ə'gou] — неделю (месяц, год) тому назад;
the other day — на днях;
in 1970 — в 1970 году.

Время совершения действия может быть не указано, но ясно из контекста или ситуации (см. пример «c»).

Step 2. **The affirmative form. Study the tense-forms.**

I	lived in Kursk	5 years ago.
You He (She) We You They	came to Moscow	in 1979.

1. Глаголы в утвердительной форме в Simple Past не изменяются по лицам и числам.
2. Форма прошедшего времени правильных глаголов совпадает с формой Participle II. Каждый неправильный глагол имеет свою форму прошедшего времени (см. урок 3).

Ex. 1. **a) Say as in the model.**

I looked through these catalogues ⟩ yesterday.

Prompts: 1. to translate the letters; 2. to speak to the manager about our visit to the plant; 3. to study the catalogues of Blake & C°; 4. to phone Mr Carell; 5. to make an appointment with the American businessmen.

b) Now say what you did in the office (at home) yesterday.

Ex. 2. **Say and respond as in the model.**

— **Lavrov lives in** ⟩ **Moscow** now.
— ⟩ Yes, now he lives in ⟩ Moscow, but some years ago he lived in ⟩ London.

Prompts: 1. to learn English; 2. to produce machines Model A; 3. to sell machines Model A 10; 4. to buy chemical equipment from Green & Sons; 5. to work at a plant; 6. to live in a new district of Moscow.

Step 3. **The negative form. Study the tense-forms.**

I You He (She) We You They	did not (didn't)	look through the mail write any letters	yesterday morning

Отрицательная форма глаголов в Simple Past образуется при помощи вспомогательного глагола **did** и отрицательной частицы **not**.

Ex. 3. Say and respond as in the model.

— They ↘ say **your engineers started work at ↘ 10 yesterday.**
— ↘ No, they didn't start work at ↘ 10.
They started work at 9. ↘ 15.

Prompts: 1. to buy kitchen equipment from France; 2. to have talks with British businessmen; 3. to make a contract with Brown & C°; 4. to receive two offers from Brown & C°; 5. to spend the weekend outside Moscow.

Step 4. **The interrogative form. Study the tense-forms.**

Did	I you he she we you they	work at an office go to England	two years ago?	Yes (No),	You I he she we they	did. (didn't).

В вопросительном предложении вспомогательный глагол ставится перед подлежащим.

Ex. 4. Ask and answer as in the model.

— **Did you stay at ↗ home** last night?
— ↘ No, I ↘ didn't. I went ↘ out.

Prompts: 1. to receive much mail; 2. to discuss the terms of payment; 3. to go to the plant; 4. to watch television; 5. to live in an old district of Moscow; 6. to invite friends to your place.

Step 5. **The verb to be in the Simple Past Tense. Study the tense-forms.**

The Affirmative Form		The Negative Form	
I was **You were**	in Sochi last year.	**I was not** (wasn't) **You were not** (weren't)	in Sochi last year.

The Affirmative Form		The Negative Form	
He (she) **was** We **were** You **were** They **were**	in Sochi last year.	He (she) **was not** We **were not** You **were not** They **were not**	in Sochi last year.
The Interrogative Form		**Short Answers**	
Was I...? **Were** you...? **Was** he (she) ...? **Were** we ...? **Were** you ...? **Were** they ...?		yes (no),	I was (wasn't) You were (weren't) he (she) was (wasn't) we were (weren't) you were (weren't) they were (weren't)

Глагол **to be** в прошедшем времени имеет форму **was** для 1-го и 3-го лица единственного числа и **were** для 2-го лица единственного числа и всех лиц множественного числа. Отрицательная и вопросительная формы образуются без вспомогательного глагола.

Ex. 5. a) Ask and answer as in the model.

— Was **the General Director in his office** yesterday morning?
— No, he wasn't. He was in the conferenca room.

Prompts: 1. Mr Blake/at home? 2. Mrs Blake/in the living-room? 3. the Blakes/at their friends' place? 4. The Blakes' children/at home. 5. Nancy/ in the kitchen? 6. the girls/in the park?

b) Say where you (the director, the engineers of your firm, your friend, your wife, your children) were yesterday.

Step 6. Practise different questions.

Ex. 6. Ask and answer as in the models.

a)

— **When did you come to the office yesterday?**
— I came to the office at 9. 30.

— **When were you last in Kiev?**
— I was last there a month ago.

Prompts: 1. to start working; 2. to receive the mail; 3. to meet foreign businessmen; 4. to have lunch; 5. to come home; 6. to watch television.

Prompts: 1. at your friend's place; 2. at the customers' plant; 3. outside Moscow; 4. in the park; 5. in Riga.

b)

— Where **did you go last** ↘ **night?** — I went to see my ↘ friends.	— Where was your friend **last** ↘ **weekend?** — He (she) was in Za↘ gorsk.

Prompts: 1. to go after your work; 2. to work; 3. to live; 4. to spend the evening; 5. to have talks.

Prompts: 1. last Monday; 2. last night; 3. yesterday afternoon; 4. last month; 5. last Sunday; 6. in July last year.

SECTION II

ADVERBS MUCH, LITTLE

Step 1. **Read the sentences.**

a) At our lessons we speak English **much (a lot)**.
b) People in England love their homes **very much**.
c) I have never been to Tashkent and I know **very little** about this city.

В качестве наречий слова **much** «много», «очень» и **little** «мало» стоят после глаголов.

Наречие **much** в значении «много» может заменяться словом **a lot**.

Step 2. **Practise the use of the adverbs.**

Ex. 7. Ask and answer as in the model.

— **Do you read** ↗ much or ↘ little? — I read very ↘ much.

Prompts: 1. to work at your English; 2. to help your wife at home; 3. to know about London; 4. to watch television; 5. to speak on the phone.

UNIT II

SPEECH PATTERNS

Pattern 1. People stay in the cinema **as long as** they like.

Ex. 8. Say as in the model.

I don't listen to records **as much as** my ↘ brother does.

Prompts: 1. to watch television; 2. to speak English at the talks; 3. to work at English; 4. to help my wife at home; 5. to write letters.

Pattern 2. Mr Bell's office is **as large as** Mr ↘ Blake's office.

Ex. 9. Compare as in the model.

Mr Bell's house is **as big as** Mr ↘ Blake's house.

Prompts: 1. the weather in July and in August; 2. your friend's bedroom and living-room; 3. your and your friend's kitchen; 4. Sochi and Yalta; 5. the equipment of Blake & C° and White & C°; 6. the prices of GML and Blake and Sons.

UNIT III

WORKING ON THE TEXT

Let's Speak About Films

When you go to the **cinema** in England you usually see in the **programme** a **feature film**, a **newsreel**, some **advertisements** and a «**trailer**» about the film for the next week. There are no **intervals between** programmes in some cinemas and people stay there **as long as** they like.

Some years **ago** people went to the cinema very often, but now they like to stay at home in the evenings and watch video films, **especially** when it is cold and wet outside.

Today before the talks Voronin and Mr Blake are speaking about the film Mr Blake has seen.

Voronin: Did you watch the **news** programme on television **yesterday, Mr Blake**?
Blake: No, my wife and I went to the cinema **last night**.
Voronin: What **was on**?
Blake: We saw a new **comedy** at the Odeon[1]. It started at 7.30. There was a newsreel in the programme **but no documentary, as** the film **lasted** two hours.
Voronin: **Was** the cinema **full**?
Blake: Oh, yes. It's a very **popular film**. I **recommend** you to go and to see it.
Voronin: Thank you, but I don't like comedies very much.
Blake: What **kind** of films do you like?
Voronin: Well, I like a good **love story** or a **musical**, but **historical** films in black and white or in colour are my **favourite films**. I like **detective** films too.
Blake: How about **screen versions** of **novels**? Do you like them?
Voronin: Yes, **if** they are **close to the original** and **if** there are good **actors** in them.

Note

1. The Odeon — «Одеон», название кинотеатра в Лондоне. Перед названиями кинотеатров употребляется определенный артикль.

Ex. 10. Read the text.
Ex. 11. Agree or disagree. Give your reasons.

1. The programmes in an English cinema are not long.
2. There are no intervals between programmes in some cinemas in England.
3. The English people don't like to stay at home in the evenings.
4. Voronin stayed at home the night before the talks, but the Blakes went out.
5. Mr Blake and his wife liked the comedy which they saw at the Odeon.
6. Voronin wanted to see the comedy he spoke with Mr Blake about.
7. Voronin never watches screen versions of novels.

Ex. 12. Say what you have learned from the text about:

1. film programmes in England; 2. the film the Blakes saw at the Odeon; 3. films Voronin likes.

Ex.13. Think and answer.

1. Why don't the English people go to the cinema now as often as some years ago?
2. Why did Voronin and Mr Blake start speaking about the films?
3. Why did the Blakes go to see the new comedy at the Odeon?

WORKING ON WORDS

a cinema
to go to the cinema

Ex. 14. a) Look at the picture and answer the questions.

1. What cinema is this?
2. Have you ever been to this cinema?
3. Is it a large or a small cinema?
4. Is the cinema in a new or in an old district of Moscow?
5. Do you offen or seldom go to the Rossiya cinema?

«Gone with the wind»

b) Speak about the Rossiya cinema.

to be on

Ex. 15. a) Say and respond as in the model.

— I saw a **new French** ⟩ **musical** yesterday.
— At what cinema is it ⟩ on?
— This film is on at the ⟩ Plamya.

Prompts: 1. a new detective film; 2. a new historical film; 3. a new documentary; 4. an interesting comedy; 5. a screen version of Tolstoy's novel «Anna Karenina»; 6. an interesting newsreel.

b) Now say what film you saw last and where it was on.

what kind of

Ex. 16. a) Read the model.

— **What kind of goods** do you ↘ sell? — We sell chemical e↘quipment.

b) Ask your friend what kind of goods his company buys; what kind of films (books) he likes.

UNIT V

KEY STRUCTURES AND SPECIAL POINTS

Articles

Ex. 17. a) Supply the articles where necessary.

1. I like going to ... cinema on Saturdays.
2. There is ... very good cinema near my house. ... cinema is new and large.
3. ... Oktyabr Cinema is near the Ministry for Foreign Economic Relations.
4. In England people stay in ... cinema as long as they like.

* * *

It's 4 o'clock in ... afternoon.
Sue is speaking on ... phone with ... manager of ... Rex Cinema.

Manager: ... Rex Cinema. Good afternoon.
Sue: Good afternoon. What's on tonight?
Manager: We are showing «The Sound of Music». *
Sue: When does ... film start?
Manager: It starts at 8 o'clock.
Sue: How long does it last?
Manager: It lasts three and a half hours.
Sue: It's ... very long film, isn't it?
Manager: Well, there is an interval at 9.30.
It's ... very popular film and the cinema has been full every night this week.
Sue: What's it about?
Manager: It's about ... family in Austria. ** I recommend you to see ... film.

---

* «The Sound of Music» [ˈsaund əvˈmjuːzik] — «Звуки музыки»
** Austria — Австрия

Sue: It sounds very good and I certainly want to see it. Thank you very much. Good-bye.

b) Say what you have learned from the dialogue about the film Sue wants to see.

Tenses

Ex.18. a) Supply the correct tenses.

George: Hello, Ken.
Ken: Hello, George.
George: Where you (to be)?
Ken: I just (to be) to the cinema.
George: What (to be) on?
Ken: «Paris in April».
George: Oh, I already (to see) it. I (to see) it on a television programme last year. It (to be) an old film, but it (to be) very good.
Ken: Paris (to be) a lovely city.
George: I never (to be) there, ... you ever (to be) there, Ken?
Ken: Yes, I ... I (to be) there in April.
George: Paris in April, eh?
Ken: It (to be) April, but the weather (to be) very cold and wet all the time.
George: Just like dear old London? *

b) Say what you have learned from the dialogue about the film Ken has seen.

Prepositions

Ex. 19. a) Supply the correct prepositions.

Remember: **a ticket** ['tikit] — билет

Mr and Mrs Stive often go ... the cinema. Sometimes before they buy **tickets** ... a film they read reviews ** ... it ... newspapers.

Last week a new feature film was on ... the Odeon. It was ... colour and there were many popular actors ... it. The film had good reviews and the Stives went to see it on Saturday.

The programme began ... 8 o'clock and lasted 2 hours. ... the cinema the Stives met their friends and ... the film they went ... a bar *** together ... them. They stayed out ... half ... 12 and were tired when they came back home.

b) Say what you have learned from the text about the Stives' evening out.

---

* Just like dear old London — Как в милом старом Лондоне
** a review [ri'vju:] — рецензия
*** a bar [bɑ:] — бар

Ex. 16. a) Read the model.

— **What kind of goods** do you ↘ sell? — We sell chemical e↘quipment.

b) Ask your friend what kind of goods his company buys; what kind of films (books) he likes.

UNIT V

KEY STRUCTURES AND SPECIAL POINTS

Articles

Ex. 17. a) Supply the articles where necessary.

1. I like going to ... cinema on Saturdays.
2. There is ... very good cinema near my house. ... cinema is new and large.
3. ... Oktyabr Cinema is near the Ministry for Foreign Economic Relations.
4. In England people stay in ... cinema as long as they like.

* * *

It's 4 o'clock in ... afternoon.
Sue is speaking on ... phone with ... manager of ... Rex Cinema.

Manager: ... Rex Cinema. Good afternoon.
Sue: Good afternoon. What's on tonight?
Manager: We are showing «The Sound of Music». *
Sue: When does ... film start?
Manager: It starts at 8 o'clock.
Sue: How long does it last?
Manager: It lasts three and a half hours.
Sue: It's ... very long film, isn't it?
Manager: Well, there is an interval at 9.30.
It's ... very popular film and the cinema has been fuu every night this week.
Sue: What's it about?
Manager: It's about ... family in Austria. ** I recommend you to see ... film.

---

* «The Sound of Music» [ˈsaund əv ˈmjuːzik] — «Звуки музыки»
** Austria — Австрия

Sue: It sounds very good and I certainly want to see it. Thank you very much. Good-bye.

b) Say what you have learned from the dialogue about the film Sue wants to see.

Tenses

Ex.18. a) Supply the correct tenses.

George: Hello, Ken.
Ken: Hello, George.
George: Where you (to be)?
Ken: I just (to be) to the cinema.
George: What (to be) on?
Ken: «Paris in April».
George: Oh, I already (to see) it. I (to see) it on a television programme last year. It (to be) an old film, but it (to be) very good.
Ken: Paris (to be) a lovely city.
George: I never (to be) there, ... you ever (to be) there, Ken?
Ken: Yes, I ... I (to be) there in April.
George: Paris in April, eh?
Ken: It (to be) April, but the weather (to be) very cold and wet all the time.
George: Just like dear old London? *

b) Say what you have learned from the dialogue about the film Ken has seen.

Prepositions

Ex. 19. a) Supply the correct prepositions.

Remember: **a ticket** ['tikit] — билет

Mr and Mrs Stive often go ... the cinema. Sometimes before they buy **tickets** ... a film they read reviews ** ... it ... newspapers.

Last week a new feature film was on ... the Odeon. It was ... colour and there were many popular actors ... it. The film had good reviews and the Stives went to see it on Saturday.

The programme began ... 8 o'clock and lasted 2 hours. ... the cinema the Stives met their friends and ... the film they went ... a bar *** together ... them. They stayed out ... half ... 12 and were tired when they came back home.

b) Say what you have learned from the text about the Stives' evening out.

---

* Just like dear old London — Как в милом старом Лондоне
** a review [ri'vju:] — рецензия
*** a bar [ba:] — бар

Miscellaneous

Ex. 20. Choose and use.

last, the last

1. At ... lesson we spoke about Moscow.
2. ... year I went to Sochi with my family.
3. A new detective film was on at the Mir Cinema ... week.
4. What was ... problem which you discussed during the talks ... Friday?
5. On ... day of our talks we invited the businessmen to Suzdal.
6. We made two contracts with British companies ... month.

UNIT VI

SPEECH EXERCISES

Ex. 21. a) Read the dialogue.

Remember: **an American** — американец
an Englishman — англичанин
boring — скучный

Bob is **an American**.
John is **an Englishman**.

John: Bob, why do Americans watch television so much?
Bob: I think it's because we are lazy.
John: Lazy?
Bob: Sure. You stay in your own home and watch films and the latest news, and you sit in your comfortable armchair all the time!
John: I think television is very boring.
Bob: Oh, no, I like it.
John: What do you like to watch on TV?
Bob: Well, all kinds of feature films and documentaries. Do you ever watch TV, John?
John: Not much. Sometimes I watch news programmes.
Bob: I really like musicals. What do you think of them?
John: I don't like musicals.
Bob: Why?
John: Because they are all about love.
Bob: But you don't think much when you watch films about love, do you?
John: Oh, yes, you Americans are really lazy!

b) Agree or disagree with the statements.

1. Bob likes to watch TV.

2. John doesn't like TV very much.
3. Bob is lazy, but John isn't.

c) Say what you have learned from the dialogue about:

1. the television programmes Bob likes to watch; 2. what John thinks of television.

Ex. 22. a) Read the text:

Remember: **to be born** [bɔ:n] — *родиться*
a father ['fɑ:ðə] — *отец*
a mother ['mʌðə] — *мать*
to play the part — *играть роль*

All people know the name of Charlie Chaplin, a popular American actor.

He **was born** in 1889 in London. His **father** and **mother** were actors. He had an elder brother. His name was Sidney. Charlie Chaplin spent his early years in England. At eight he was already an actor. In 1913 he came to America and started working for the cinema. In all his films Chaplin **played the part** of «a man of the people». The last 25 years Chaplin lived in Switzerland. * He had a large family: his wife, five sons and five daughters. He died ** on the 25th December in 1977 when he was 88 years old. ***

b) ask questions on the text.

c) Say what you have learned from text about Charlie Chaplin.

Ex. 23. Rad and retell the joke.

A young Englishman came to America. He stayed in New York with his friends and saw very many interesting places in and outside the city. On the last day he bought a large TV-set for his family in London.

«Why have you bought a TV-set in America? I think you've got very good TV-sets in England, haven't you?» his friend asked him.

«Our TV-sets are good, but TV programmes in England are not as good as American programmes», the young man answered.

Ex. 24. Answer the following questions:

1. What film did you see last?
2. Is it a colour or a black-and-white film?
3. At what cinema was it on?
4. Did you see a trailer or a newsreel before the feature film?
5. How long did the film last?
6. What popular actors played in the film?
7. What do you think of the film?

---

* Switzerland ['switsələnd] — Швейцария
** to die [dai] — умереть
*** when he was 88 years old = when he was 88.

* * *

1. Do you like screen versions of novels?
2. What screen version have you seen lately?
3. Was it close to the original?
4. What actors were there in the film?
5. Was the film as good as the novel?

* * *

1. Who is your favourite Soviet film actor?
2. In what film have you seen this actor lately?
3. What is the film about?
4. What part did the actor play in it?
5. Did he play this part very well?

Ex. 25. Speak on the topics.

1. Your favourite film.
2. Your last visit to the cinema.

Ex. 26. Act out dialogues on the basis of the following assignments.

1. You have come to London to buy chemical equipment from Blake & C°. Meet Mr Dunn and discuss the quality of the equipment with him. Before the talks speak about the film you saw on television last night.
2. Meet Mr Davis at your office. He is interested in buying the new model of your machines. Before the talks speak about the new film which is on in Moscow now.

Ex. 27. Write down questions on the situation: My friend saw an interesting film yesterday.

Ex. 28. Translate the following sentences:

1. *В прошлом месяце мой друг получил квартиру в новом* районе.
2. На днях мы заключили контракт на химическое оборудование с фирмой «Уайт энд Ко».
3. Три месяца тому назад этот завод начал выпускать новую модель оборудования.
4. Вчера я очень устал, так как у меня было много работы.
5. На прошлой неделе наши инженеры ездили на завод, чтобы посмотреть новое оборудование.

* * *

Мне очень нравятся уроки английского языка. Во время уроков мы читаем новые тексты и обсуждаем много интересных проблем. Мы очень много говорим по-английски на

занятиях, но мало пишем. Мы много занимаемся дома, так как хотим знать английский хорошо.

* * *

1. На прошлой неделе я был в кино. Шел новый цветной детектив. Я не очень люблю детективные фильмы, но этот фильм мне понравился. Он очень интересный, в нем играют многие популярные актеры. Я рекомендовал всем моим друзьям посмотреть этот фильм.
2. — Вы видели фильм «Гамлет» («Hamlet»)?
   — Да, я смотрел его по телевидению два года тому назад.
   — Что вы думаете об этом фильме?
   — Это очень хороший фильм. В нем играют многие популярные актеры.

Ex. 29. Write about the film you saw last.

UNIT VII

VOCABULARY

1. **a cinema** ['sɪnəmə] *n* *e.g.* There *is* a *new* cinema *in* this district. **to go to the cinema** *e.g.* Many people go to the cinema at weekends.	—	1. кинотеатр; 2. кино
2. **a programme** ['prougræm] *n* **a television programme**	—	программа
3. **a film** [film] *n*	—	кинофильм, кинокартина
new **interesting** } **film** **to see** **to watch** } **a film**		
colour film **film in colour** }	—	цветной фильм
black-and-white film **film in black and white** }	—	черно-белый фильм
4. **feature** ['fi:tʃə] **film**	—	художественный фильм
5. **a newsreel** ['nju:zri:l] *n*	—	кинохроника, киножурнал
6. **an advertisement** [əd'və:tɪsmənt] *n*	—	реклама, рекламный фильм
7. **a trailer** ['treɪlə] *n*	—	анонс
8. **an interval** ['ɪntəvəl] *n*	—	перерыв
9. **between** [bɪ'twi:n] *prep*	—	между
10. **as ... as** *conj* *e.g.* My friend speaks French during the talks as much as English.	—	так ... как; такой ... как

Lesson 1 is as long as Lesson 2.

not so (as) ... as — не так ... как; не такой ... как

e.g. The offer of Brown & C° isn't so good as the offer of GML.

11. **long** [lɔŋ] *adj* — долго
12. **ago** [ə'gou] *adv* — тому назад

some years
two months | **ago**
an hour

13. **especially** [ɪs'peʃəlɪ] *adv* — особенно
14. **before** [bɪ'fɔ:] *prep* — перед
15. **news** [nju:z] *n* — новость, новости

Слово **news** согласуется с глаголом в единственном числе.

e.g. What is the news?
The news is very interesting.
No news is good news.

16. **yesterday** ['jestədɪ] *adv* — вчера
the day before yesterday — позавчера

morning — вчера утром
yesterday | **evening** — вчера вечером
afternoon — вчера днем

17. **last** *adj* — 1. прошлый; 2. последний, прошлый 3. в прошлый (последний) раз

last | **year** — в прошлом году
week — на прошлой неделе
Sunday — в прошлое воскресенье

e.g. During the last talks we discussed all the terms of the contract.
e.g. When did you see him last?

18. **a night** [naɪt] *n* — ночь, вечер
tonight — сегодня вечером, ночью
last night
syn.: yesterday evening

19. **to be on** *v* — идти (о кинофильме, телепередаче)

e.g. What's on at the Progress cinema?

20. **a comedy** ['kɔmədɪ] *n* — комедия
21. **a documentary** [,dɔkju:'mentərɪ] *n* — документальный фильм

syn.: a documentary film

22. **as** *conj* — так как
23. **to last** [la:st] *v* — продолжаться, длиться

e.g. The lesson lasts 2 hours.

24. **full** [ful] *adj* — полный
to be full of people (things, books, etc.)

e.g. The cinema is always full when there is a good film on.

25. **popular** ['pɔpjulə] *adj* — популярный

popular	**film** **place** **TV programme** **goods**	

26. **to recommend** [ˌrekəˈmend] *v* — **рекомендовать, советовать**

e.g. **My friend recommended me to go to a nice place near Moscow next Saturday.**

27. **kind** [kaɪnd] *n* — **вид, разновидность**

What kind of	**films** **novels** **TV programmes**	**do you like?**

28. **a story** [ˈstɔːrɪ] *n* — **рассказ**
love story — **история любви**
29. **detective** [dɪˈtektɪv] *adj* — **детективный**
detective film — **детектив, детективный фильм**
30. **a musical** [mjuːzɪkəl] *n* — **музыкальный фильм**
syn.: a musical film
31. **historical** [hɪsˈtɔrɪcəl] *adj* — **исторический**

historical	**novel** **film** **event**	

32. **black** [blæk] *adj* — **черный**
33. **favourite** [ˈfeɪvərɪt] *adj* — **любимый, предпочитаемый всем другим**

favourite	**record** **place** **film** **TV programme**	

34. **a screen** [skriːn] *n* — **экран**
35. **a version** [ˈvəːʃn] *n* — **вариант, версия**
screen version — **экранизация**
36. **a novel** [ˈnɔvəl] *n* — **рассказ, роман**
37. **close** [klous] *adj* — **близкий**
close to
e.g. Archangelskoye is very close to Moscow
38. **if** *conj* — **если**
39. **the original** [əˈrɪdʒɪnl] *n* — **оригинал**
to be close to the original — **быть близким (соответствовать) оригиналу**
in the original

Слово **original** всегда употребляется с определенным артиклем

40. **an actor** [ˈæktə] *n* — **артист**
41. **to play** [pleɪ] *v* — **играть**
42. **a part** [pɑːt] *n* — **роль**
to play the part of — **исполнять (играть) роль**

e.g. **In the film «Mother» Vera Maretskaya played the part of Pavel's mother.**

43. **boring** [ˈbɔːrɪŋ] — **скучный**

boring	**film** **TV programme** **book**	

44. **to be born** [bɔ:n] *v* — родиться
45. **a father** [ˈfɑ:ðə] *n* — отец
46. **a mother** [ˈmʌðə] *n* — мать
47. **a ticket** [ˈtikit] *n* — билет
ticket for (to) the cinema
48. **an American** [əˈmerikən] *n* — американец
49. **an Englishman** [ˈiŋgliʃmən] *n* — англичанин

Speech Patterns

1. People stay in the cinema as long as they like — Люди находятся в кинотеатре столько, сколько они хотят
2. Mr Bell's house is as big as Mr Blake's house. — Дом г-на Белла такой же большой, как дом г-на Блейка.

LESSON 5

Grammar:	1. The Present Perfect Tense. 2. The Present Perfect and the Simple Past Tenses (compared). 3. Adjectives **other, another.**
Text:	Talking about Holidays.

UNIT I

GRAMMAR

SECTION I

THE PRESENT PERFECT TENSE (CONTINUED)

Step 1. **Read the dialogues.**

a) — Do you know Mr Blake?
— Oh, yes. I know him very well.
— How long **have** you **known** him?
— I've **known** him **for** three years.

b) — I **haven't seen** Voronin lately.
— He is in Great Britain now.
He **has been** there **since** October, I think.

c) — Where is Voronin? I **haven't seen** him **since** he went to London.
— I think, he is still there.

> Present Perfect может употребляться для выражения действия, которое началось в прошлом и продолжается в момент речи. В этих случаях обстоятельства времени выражаются с помощью предлогов **for** «в течение» (см. пример «a») и **since** «с» (см. пример «b») или придаточным предложением времени, вводимым союзом **since** «с тех пор, как». Сказуемое в придаточном предложении стоит в Simple Past (см. пример «c»).

Step 2. **Practise the use of the Present Perfect Tense.**

Ex. 1. Ask and answer as in the model.

> — **Is Lavrov in ↗ London now?**
> — Yes, he has already been in London for ↘ 6 weeks.

Prompts: 1. at the talks; 2. at the plant; 3. at the lesson; 4. in the park; 5. in New York.

Ex. 2. Ask and answer as in the model.

— Does Voronin know **Mr** ⤴ **Blake?**
— ⤵ Yes, he ⤵ does.
— How long has he ⤵ known him?
— He has known him for some years.

Prompts: 1. Nancy; 2. the Dunns; 3. the President of Bell and C°;4. Mr Bell's wife; 5. Lavrov's office manager.

Ex. 3. Ask and answer as in the model.

— Is Mr Bell **at** ⤴ **the plant** now?
— ⤵ Yes, he ⤵ is.
— Since ⤵ when has he been there?
— Since ⤵ morning, I think.

Prompts: 1. In the office; 2. In the conference room; 3. in the garden; 4. in the park; 5. at the talks.

Ex. 4. a) Read the model.

I **haven't seen** my friend since he came **from** ⤵ Leningrad.

b) Say, since when you haven't seen your friend.

SECTION II

THE PRESENT PERFECT AND THE SIMPLE PAST TENSES (COMPARED)

Step 1. **Read the dialogues and compare the use of the tenses.**

a) — Have you seen the new comedy at the Oktyabr Cinema?
— Yes, I have.
— When did you see it?
— I saw it last week.

b) — Have you seen the screen version of «David Copperfield»?
— No, I haven't.
— And have you read the novel?
— Yes, I read it when I was a child.

Step 2. **Practise the use of the Present Perfect and the Simple Past Tenses.**

Ex. 5. Ask and answer as in the model.

> — Have you seen **the new comedy** at the Ze⁄nit Cinema?
> — ⁄ Yes, I saw it two days a⁄go.

Prompts: 1. detective film; 2. musical; 3. love story; 4. historical film; 5. documentary; 6. feature film.

Ex. 6. Say and respond as in the model.

> — **You have received a new ⁄ flat,** ⁄ haven't you?
> — ⁄ Yes, I ⁄ have.
> — When did you re⁄ceive it?
> — I received it last ⁄ month.

Prompts: 1. to discuss the terms of payment with Mr Blake; 2. to study the contract form of Brown & C°; 3. to see the new machines at the plant; 4. to see the new comedy at the Mir Cinema; 5. to write a letter to Bell and C°; 6. to have lunch.

SECTION III

ADJECTIVES OTHER, ANOTHER

Step 1. **Read the sentences.**

1. There are two books on Mr Bell's desk. One is English and **the other** book is French.
2. I've got six English books.
   Two books are on the table, **the other** books are on the shelf.
3. There are English, French and **other** catalogues on the shelves.
4. a) I don't like this book. Give me **another** book to read.
   b) Give me **another** cup of tea.
5. One **book** is English. The other **one** is French.

> Прилагательное other употребляется перед существительными как в единственном, так и во множественном числе (см. примеры 1, 2, 3). Неопределенный артикль с прилагательным other пишется слитно (см. пример 4).
>
> Прилагательное another имеет также значение «еще один» (см. пример 4 «b»). Во избежание повторения ранее упомянутого существительного после another часто употребляется слово one (см. пример 5).

Step 2. Practise the use of the adjectives other, another.

Ex. 7. a) Read the model.

> I don't like this ╲ pen. Could you show me an╱other one?

b) Say that you want to have another pencil (book, record, magazine, picture, carpet).

Ex. 8. Ask and answer as in the model.

> — What goods do you ╲ sell?
> — We sell tele╱vision equipment, tele╱phone equipment and other ╲ goods.

Prompts: 1. to buy goods; 2. to like films; 3. to discuss business matters; 4. to produce goods; 5. to read books.

Ex. 9. Ask and answer as in the model.

> — How many enquiries for your machines have you received this ╲ month?
> — ╲ Three. One is from ╱ Blake & C°, the other enquiries are from ╲ Jackson & C°.

Prompts: 1. to receive offers for chemical equipment; 2. to buy books; 3. to receive journals; 4. to sell machines; 5. to look through catalogues; 5. to see films.

UNIT II

SPEECH PATTERNS

Pattern 1.

> 1. People **who** read very much know much
> 2. A child **who** reads a lot of books knows much.

> Местоимение **who** относится к одушевленному существительному.
>
> Сказуемое определительного придаточного предложения согласуется с существительным, к которому относится это придаточное предложение (см. примеры 1, 2).

Ex. 10. Ask and answer as in the model.

> — Do you know the woman who is sitting at the ╱ table?
> — ╲ Yes, it's ╲ Nancy, Mr Bell's ╲ secretary.

Prompts: 1. to sit on the sofa; 2. to read a book; 3. to work in the garden; 4. to look through a journal; 5. to speak to the President; 6. to type a letter.

Pattern 2.

The English book **which** I read last week is very interesting.

Местоимение **which** относится к неодушевленному существительному.

Ex. 11. Ask and answer as in the model.

— Whose **offer** is ⌒ this? — Do you speak about the offer which is on my ⌣ desk? — ⌒ Yes. — It's from GM⌒L.

Prompts: 1.telex; 2. letter; 3. cable; 4. catalogues; 5. enquiry; 6. journals.

UNIT III

WORKING ON THE TEXT

Talking About Holidays

A

Holidays mean different **things** to different people *. Some people like to have a quiet **rest, while other** people **enjoy active, open-air** holidays.

Some years ago a lot of English people went to foreign countries during their holidays. But now the English **seaside has become** very popular. When people spend their holidays at the seaside they stay at **hotels** or **rest** rooms. A lot of people live in **boarding-houses** where they have **«bed and breakfast»** (the English people **call** it «B and B»). But **accommodation** at the seaside is very **expensive. That is why** people who have got their own **cars** go on **camping holidays**.

B

Today before the talks at the Soviet Trade Delegation Voronin and Mr Blake are speaking about their holidays.

Blake: What are your **plans** for the holiday, Mr Voronin?

* Holidays mean different things to different people. — Разные люди отдыхают по-разному.

Voronin: I don't know yet. Last year I went to Gagra in **the Caucasus**. It's a beautiful place on the **coast** of the Black Sea. The weather is usually fine and the **water** is warm there in the **summer season**.

Blake: Yes, I've heard a lot about your **resorts** in the Caucasus and **the Crimea**. We've got a lot of beautiful holiday places too. Have you ever been to Brighton, Mr Voronin?

Voronin: I know it's a popular resort, but I've never been there.

Blake: Oh, it's a lovely place and I like spending my holiday in Brighton. Last summer I went there with my family.

Voronin: Was the weather good?

Blake: Yes, very **hot** and **dry** all the time. It was nice to **sunbathe** and **swim** in the sea.

Voronin: Did your children enjoy the holiday too?

Blake: They certainly did. They played on the **beach** and swam a lot. Brighton is close to London and it's very easy **to get** there **by train**. I recommend you to go and see the place.

Voronin: Thank you. That's a good **idea**.

Ex. 12. Read the text and the dialogue.
Ex. 13. Agree or disagree. Give your reasons.

1. Holidays mean different things to different people.
2. The English seaside was very popular some years ago.
3. At the seaside the English people usually rent rooms.
4. Camping holidays are very popular in Great Britain.

* * *

1. Voronin likes spending his holidays in the Caucasus.
2. Mr Blake hasn't heard about Soviet resorts.
3. Brighton is a popular resort in Great Britain.
4. Last summer the Blakes went to France to spend their holiday.
5. It's difficult for Londoners to get to Brighton.

Ex. 14. Say what you have learned from the text about:

1. how people spend their holidays in Great Britain; 2. the Caucasus; 3. Brighton; 4. Mr Blake's last holiday.

Ex. 15. Think and answer.

1. Why is the English seaside very popular now?
2. Why do people go on camping holidays?
3. Why did Voronin spend his last holiday in the Caucasus?
4. Why did the Blakes spend their last holiday in Brighton?
5. Why did the Blakes take their children to Brighton?
6. Why did Mr Blake recommend Voronin to go to Brighton?

WORKING ON WORDS

a holiday
to have a holiday
to be on holiday
to go on holiday
to go on a camping holiday

Ex. 16. a) Read the model.

I had a holiday in ◝ summer.
I went on holiday to ◝ Sochi.

b) Say where and when you spent your last holiday.
c) Now ask your friend when he had his last holiday and where he went on holiday.

Ex. 17. Answer the following questions:

1. Do you have a holiday every year?
2. When do you usually have a holiday?
3. Where do you usually go on holiday?
4. With whom do you usually spend your holiday?

* * *

1. Have you been on holiday lately?
2. Where did you go on holiday?
3. With whom did you go there?
4. How did you spend your holiday?
5. Where would you like to go on your next holiday?

to enjoy doing smth.

Ex. 18. a) Ask and answer as the model.

— What do you like doing in the ◝ evening?
— Oh, I enjoy watching T◝V.

Prompts: 1. to look through newspapers and magazines; 2. to listen to music; 3. to read interesting books; 4. to go out; 5. to meet friends; 6. to sit near the fireplace.

b) Say what you (your friend, children, sister, brother) enjoy doing at weekends.

to go by train (car)

Ex. 19. a) Read the model.

Brighton is close to ↘ London and it's easy to get there by train or by ↘ car.

b) Say to what places people usually go from Moscow by car (by train).

UNIT V

KEY STRUCTURES AND SPECIAL POINTS

Articles

Ex. 20. a) Supply the correct articles or possessive pronouns where necessary

1. Last summer I went on ... holiday to the Crimea.
2. — Where is your friend? I haven't seen him for a long time.
   — He is on ... holiday now.
3. I enjoyed ... holiday which I spent on the Volga.
4. — When would you like to have ... holiday this year?
   — In August.

* * *

On ... 21st of September Mr White came to ... Ministry for Foreign Economic Relations to have ... talks with Smirnov of ... Soyuzexport. Before ... talks they spoke about ... Smirnov's holiday.

White: I haven't seen you for ... long time, Mr Smirnov.
Smirnov: Oh, I've just come back * from Sochi.
White: From Sochi?
Smirnov: Yes, it's ... nice resort on ... coast of ... Black Sea. My family and I went there on ... holiday.
White: Did you enjoy ... holiday?
Smirnov: Yes, very. We sunbathed and swam a lot in ... Black Sea. Our children spent a lot of time on ... beach.
White: What was ... weather like there?
Smirnov: ... weather was fine, it was hot and dry outside all ... time. In ... Caucasus ... weather is usually fine in ... summer and it's always ... pleasure to swim in ... warm sea.
White: Did you get there by ... car?
Smirnov: No, we went there by ... train. I think it was ... good idea because we saw a lot.

---

* to come back — возвращаться.

b) Say what you have learned about:

1. Smirnov's holiday; 2. Sochi.

Tenses

Ex. 21. Supply the correct tenses.

Remember: **river** ['rivə] — река
to have a good time — хорошо проводить время

Jack Smith (to be) on holiday now. He (to stay) at home for his holiday, but he (to do) a lot of interesting things. A few minutes ago he (to meet) John Stanton who (to be) on holiday too and now they (to speak) about their holidays.

John: How you (to enjoy) your holiday, Jack?
Jack: I (**to have a good time**), John.
I (to stay) at home. I (to have got) a car and it (to be) a pleasure to go to different places.
John: Where you (to go) yesterday?
Jack: I (to meet) Hellen Black and (to go) to Marlow.
It (to be) a nice place on the River Thames.
You ever (to be) there?
John: Oh, yes. I (to spend) my holiday there last year.
I (to know) the place very well. You (to have lunch) at the old hotel near the river?
Jack: No, we (to have lunch) in the open air near the river.
John: What time did you (to get) home?
Jack: We (not to come) back till 11 o'clock in the evening.
John: You (to be) tired, ... you?
Jack: Yes, a little bit.

b) Say what you have learned about:

1. Jack's holiday; 2. Marlow; 3. John's holiday.

Prepositions

Ex. 22. a) Supply the correct prepositions where necessary.

Remember: **in the country** — за городом

Andreev spent his last holiday **in the country**. He went ... the country ... his family. They went ... Pushkino, a nice place ... Moscow. They went there ... train. The train started ... 8 in the morning and ... half ... 8 the family got ... there.

... the holiday the weather was nice. They swam ... the river and sunbathed ... the beach a lot. The family was ... the open air all days. They enjoyed their holidays ... Pushkino very much.

But the Andreevs don't always spend their holidays ... Moscow.

Sometimes they go ... holiday ... the Crimea or ... the Caucasus. It's always a pleasure to stay ... a month ... seaside.

b) Say what you have learned from the text about the Andreevs' holiday:

1. in Pushkino; 2. at the seaside.

Miscellaneous

Ex. 23. Choose and use.

a) because, that's why

1. I didn't go to the cinema the day before yesterday ... I was very busy.
2. Last night I watched a very interesting detective film on television ... I didn't write a letter to my friend.
3. The talks were very difficult ... I'm a bit tired.
4. I often spend my holiday on the coast of the Black Sea ... the weather is hot and dry there in summer.
5. I like the actor who plays the part of Hamlet ... I'd like to go and see the film again.
6. I don't recommend you to see this film ... it's not so interesting as the novel.

b) to like, would like

1. I ... (to go) out at weekends.
2. We ... (to watch) a new film on television tonight.
3. My friend ... (to listen to) music in the evenings.
4. Jack ... (to see) musicals.
5. I ... (to stay) at home on Saturday.
6. Our family ... (to watch) television in the evenings.
7. Ann ... (to see) a new comedy this afternoon.
8. Mrs Bell ... (to drink) coffee in the mornings.

UNIT VI

SPEECH EXERCISES

Ex. 24. a) Read the text.

Remember: **autumn** ['ɔ:tem] — осень
short [ʃɔ:t] — короткий
winter ['wɪntə] — зима
spring [sprɪŋ] — весна
to go skiing ['ski:ɪŋ] — кататься на лыжах
to go skating ['skeɪtɪŋ] — кататься на коньках

Four seasons of the year

There are four seasons in the year. They are **spring**, summer, **autumn** and **winter**. Moscow is very beautiful in all seasons. In

May, June, July and August the city is very green. There are a lot of parks and gardens in all districts of Moscow.

But not many people like spending their summer holidays in Moscow. They enjoy going to the Crimea,to the Caucasus, to the coast of the Baltic * Sea or to different places near Moscow.

Autumn is a wet season. The days are **short**. There are not many sunny days in Moscow in autumn.

December, January and February are winter months. Winter is a cold season in Moscow. But a lot of people like winter very much.

At weekends very many people **go skiing** and **skating** in and outside Moscow.

b) Ask questions on the text.
c) Say what you have learned from the text about:

1. Moscow in different seasons; 2. the places where Muscovites spend their holidays.

Ex. 25. a) Read the text.

Remember: ***the Soviet Union*** *[ðe' souvjet' ju:nɪən] — Советский Союз*
a holiday-maker — отдыхающий
the South [sauθ] — юг

Going on Holidays

Holidays are popular in all seasons, but very many **Soviet** people like spending their holidays in summer. When summer comes we usually start asking the question «Where would you like to spend your holiday this summer?» The question comes easily, the answer doesn't. We have a lot of hotels, rest-homes and sanatoriums ** in **the South** of our country and Soviet **holiday-makers** like spending their holiday on the coast of the Black Sea, especially in the summer season. The coast of the Baltic Sea and its holiday hotels and sanatoriums are very popular with holiday-makers too.

But some people like having their holiday in winter. They go skiing and skating and spend much time in the open air.

b) Say what you have learned from the text about:

1. popular resorts in our country; 2. summer and winter holidays of the Soviet people.

c) Think and answer.

1. Why do very many people like spending their holidays in summer?
2. What makes the coast of the Black Sea very popular with holiday-makers?

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* Baltic ['bɔ:ltɪk] — балтийский
** sanatorium [,sænə'tɔ:rɪəm] — санаторий

3. Is the coast of the Baltic Sea as popular as the coast of the Black Sea?
   Why do you think so?
4. Why do some people enjoy having their holidays in winter?

Ex. 26. Answer the following questions:

1. What kind of holidays do you enjoy?
2. Where did you last go on holiday?
3. How long did you stay there?
4. What did you do there in the evenings?
5. What kind of films did you see there?
6. When did you come back to Moscow?

* * *

1. You went to the Black Sea last summer, didn't you?
2. In what month did you go there?
3. What was the weather like there?
4. You swam in the sea a lot, didn't you?
5. Do you enjoy swimming?
6. How much time did you spend on the beach every day?

* * *

1. Your friend spent his last holiday on the coast of the Baltic Sea, didn't he?
2. How did he get there?
3. Where did he stay?
4. Did he stay there all the time or did he go to see other places?

Ex. 27. Speak on the topics.

1. My last holiday.
2. My friend's last holiday.
3. Four seasons of the year.

Ex. 28. a) Read the dialogues.

Remember: **to tell** [tel] — сказать
to call [kɔ:l] — звонить

A

Secretary: Good morning. Mr White's office.
Belov: Good morning. I'm Belov of the Soviet Trade Delegation. I'd like to speak to Mr White.
Secretary: He is not here at the moment. Could I take a message for him? *

---

* Could I take a message? ['mesɪdʒ] — передать ему что-нибудь?

Belov: Yes, could you tell him Mr Belov phoned and wanted to speak to him about our offer for «Lada» cars?
Secretary: Certainly, Mr Belov.
Belov: Thank you. Good-bye.
Secretary: Good-bye.

B

Secretary: Good afternoon. The Soviet Trade Delegation.
White: Good afternoon. This is White calling. Could I speak to Mr Belov?
Secretary: Just a minute, please.
Belov: Good afternoon, Mr White. How are you?
White: I'm fine, Mr Below. How are you?
Belov: Pretty well too, thank you.
White: Mr Belov, I'd like to tell you that the cars which we bought from you two years ago were of high quality and met our customers' requirements.
Belov: Glad to hear that.
White: This year we'd like to buy some cars from you too. I'd like to meet and discuss some business matters.
Belov: Very well. Could you come to the Soviet Trade Delegation on Friday at 10.30?
White: Yes, I think so. See you on Friday then. * Good-bye, Mr Belov.
Belov: Good-bye.

Ex. 29. Act out dialogues on the basis of the following assignments:

1. Receive Mr Blake in your office. Speak about his last holiday. Say that you've received their enquiry for ma-chines Model A. Discuss the quality of the machines with him.

* * *

2. Visit Mr White's office. Speak with Mr White about your visit to Brighton. Say that you have received their latest catalogues and the quality of Model B 20 meets your requirements. You'd like to buy 10 machines of the model.

UNIT VII

WRITTEN PRACTICE

Ex. 30. Translate the following sentences:

1. — Сколько времени этот фильм идет в нашем кинотеатре?

---

* then — *зд.* значит

— Он идет с прошлой недели.
2. — С какого времени Борис находится в Нью-Йорке?
— Он там уже три недели.
3. — Сколько времени вы знаете директора этой фирмы?
— Я знаю его с тех пор, как он начал работать в министерстве.

* * *

1. Я только что приехал из Ленинграда, я пробыл там 10 дней.
2. — Вы видели новую комедию?
— Да, я видел ее на днях.
3. — Когда вы заключили контракт с фирмой «Бэлл энд К°»?
— Мы заключили с ними контракт в этом месяце.

Ex. 31. Translate the words in brackets; write the sentences.

1. I'd like to read (другую) book.
2. There are some (другие) catalogues on my desk.
3. We are interested in buying coffee, tea (другие) goods.
4. I've got two children. The elder child is 8 and (другой) child is 6.
5. I like detective, historical and (другие) films.
6. There are 10 engineers in our office. Two engineers know French and (другие) ones know English.
7. There are two carpets in my flat. One carpet is in the sitting-room and (другой) carpet is in the bedroom.
8. I don't like this book. Could you show me (другую) one.

Ex. 32. Translate the following sentences:

1. Два инженера нашей фирмы принимают г-на Блейка, а другие инженеры просматривают почту.
2. Я только что написал два телекса. Один телекс здесь, а где другой?
3. Смирнов работает на нашей фирме. В прошлом месяце он вместе с другими инженерами своей фирмы ездил в Англию обсуждать деловые вопросы.
4. Наше объединение продает машины, телефонное оборудование и другие товары в различные страны.
5. — Давай посмотрим новый детектив.
— Я уже видел его. Мне бы хотелось посмотреть какой-нибудь другой фильм.

Ex. 33. Supply *who* or *which* and write down the sentences.

1. Last week we bought a new TV-set ... is in our sitting-room now.

2. The fire-place ... is in Mr Bell's study makes the room comfortable.
3. Yesterday Soyuzexport received some British businessmen ... are interested in our goods.
4. The engineer ... is looking through this magazine is Lavrov's good friend.
5. The woman ... is speaking on the phone now is our new secretary.

Ex. 34. Write down questions on the basis of the sentences.

1. Last summer my friend went to the coast of the Baltic Sea to spend his holiday.
2. Last year my friend's family had a good time in the Crimea.

Ex. 35. Translate the following sentences.

1. В нашей стране много прекрасных курортов на Балтийском побережье, на Кавказе, в Крыму и других местах. Я люблю отдыхать на морском побережье. Крым — мое любимое место отдыха. В прошлом году я со своей семьей ездил на машине в Ялту. Мы провели свой отпуск в доме отдыха на побережье Черного моря. Погода была жаркая и сухая. Каждый день мы ходили купаться на море, загорали на пляже, а вечером ходили в кино. Мы были довольны своим отпуском.

2. — Вы были в отпуске в этом году?
— Да, у меня был отпуск в августе.
— Куда вы ездили отдыхать?
— Я провел свой отпуск на Балтийском побережье.
— Какая погода была там в августе?
— Было тепло. Каждый день мы ходили к морю и проводили много времени на пляже.

UNIT VIII

VOCABULARY

1. **a holiday** ['hɔlidi] *n* — отпуск
   to have a / to be on / to go on | **holiday**
2. **to mean** [mi:n] **(meant, meant)** *v* — значить, означать
   e.g. What does it mean?
   It means that ...
3. **a thing** [θiŋ] *n* — вещь
4. **rest** *n* — отдых
   to have a | **quiet / good** | **rest**

5. **while** [wail] *conj* — в то время, как
6. **other** ['ʌðə] *adj* — 1) другой
   e.g. I've seen two films this week. One of them is a detective film, the other one is a comedy.
   e.g. Could you give me another cup of tea? — 2) еще один
7. **to enjoy** [in'dʒoi] *v* — получать удовольствие от чего-л.; наслаждаться чем-л.
   e.g. Did you enjoy this film?
   to enjoy doing smth.
   e.g. I enjoy reading detective books.
8. **active** ['æktiv] *adj* — активный
9. **in the open air** ['oupn'εə] — на открытом воздухе
   to be in the open air
   to spend a holiday in the open air
10. **seaside** ['si:'said] *n* — побережье
    to be at the seaside
    to come / to go | **to the seaside**
11. **to become** [bi'kʌm] (**became, become**) *v* — становиться
    to become | **popular / old**
12. **a hotel** [hou'tel] *n* — гостиница, отель
    to stay at a hotel — жить в гостинице
13. **to rent** [rent] *v* — снимать
    to rent | **a room / a house / a flat**
14. **a boarding-house** ['bɔ:diŋ haus] *n* — меблированные комнаты со столом, пансионат
15. **a bed** [bed] *n* — кровать
    to go to bed — ложиться спать
16. **breakfast** ['brekfəst] *n* — завтрак
17. **to call** [kɔ:l] *v* — 1. называть; 2. звонить по телефону
18. **accommodation** [e,kɔmə'deiʃn] *n* — номер в гостинице
19. **expensive** [iks'pensiv] *adj* — дорогой
    expensive | **house / book / room**
20. **that is why** — вот почему
21. **a car** [kɑ:] *n* — автомашина
22. **to be on a camping** ['kæmpiŋ] **holiday** — жить во время отпуска в палатке
    to go on a camping holiday — путешествовать, останавливаясь в палатках
23. **a plan** [plæn] *n* — план
    e.g. What are your plans for the holiday?
24. **the Caucasus** ['kɔ:kəsəs] — Кавказ
25. **a coast** [koust] *n* — побережье (употребляется с географическими названиями)
    e.g. I always spend my holiday on the coast of the Baltic Sea.
    But: I always spend my holiday at the seaside.
26. **a sea** [si:] *n* — море
    to swim in the sea

С названием морей употребляется определенный артикль

27. **water** ['wɔ:tə] *n* — вода
    e.g. In May the water is cold in the Baltic Sea.
    much / little | **water**
28. **summer** ['sʌmə] *n* — лето
    in summer
29. **a season** [si:zən] *n* — сезон
    summer season
30. **a resort** [rɪ'zɔ:t] *n* — курорт
    popular / good | **resort**
31. **The Crimea** [kraɪ'mɪə] — Крым
32. **hot** [hɔt] *adj* — жаркий
    e.g. The day is hot.
    It's hot outside.
33. **dry** [draɪ] *adj* — сухой
    e.g. The weather is dry.
    It's dry today.
34. **to sunbathe** ['sʌnbeɪð] *v* — загорать
35. **to swim (swam, swum)** *v* — плавать
    [swɪm, swæm, swʌm]
    to go swimming — плавать, заниматься плаванием
36. **a beach** [bi:tʃ] *n* — пляж
    to be on the beach
37. **easy** ['i:zɪ] *adj* — легкий
    e.g. It's an easy letter to translate.
    It's easy — легко
    e.g. It's not easy to learn English.
38. **to get to ... (got, got)** — добираться до..., доехать до...
    e.g. It's easy to get to Klin from Moscow.
    to get | **here / there / home**
    e.g. He got home early yesterday.
39. **a train** [treɪn] *n* — поезд
40. **by** [baɪ] *prep* — на, по
    to go by | **train / car** — ехать | поездом / машиной
41. **an idea** [aɪ'dɪə] *n* — идея, мысль
42. **for** [fɔ:] *prep* — в течение
43. **since** [sɪns] *prep* — с (предлог времени)
44. **since** [sɪns] *conj* — с тех пор как
45. **who** [hu:] *pron* — который
46. **a river** ['rɪvə] *n* — река
    the Volga river

С названием рек употребляется определенный артикль

47. **in the country** — за городом
48. **autumn** [ˈɔːtəm] *n* — осень
49. **short** [ʃɔːt] *adj* — короткий
50. **winter** [ˈwɪntə] *n* — зима
51. **spring** [sprɪŋ] *n* — весна
52. **to ski** [skiː] *v* — кататься на лыжах
    to go skiing
53. **to skate** [skeɪt] *v* — кататься на коньках
    to go skating
54. **the Soviet Union** [ðeˈsouvjetˈjuːnɪən] *n* — Советский Союз
55. **a holiday-maker** *n* — отдыхающий
56. **the South** [sauθ] *n* — юг
    in the South
57. **to tell** [tel] **(told, told** [tould]**)** — сказать
    e.g. Please tell the secretary to phone Mr White.

Speech Patterns

1. People **who read very much** know much — Люди, которые много читают, много знают.
2. The English book, **which I read last week**, is very interesting. — Английская книга, которую я прочитал на прошлой неделе, очень интересная.

LESSON 6

Grammar:	Modal Verbs **can, must, may.**
Text:	Discussing Contract Terms.

UNIT I

GRAMMAR

SECTION I

MODAL VERBS CAN, MUST, MAY

Step 1. **Read the dialogues.**

1. — **Can** you read this newspaper?
   — No, I **can't**, but I **can** read this book for you.
2. — I **can't** speak to you now. I **must** go home.
   — **Must** you go now?
   — Yes, I **must**.
3. — **May** I go to the cinema?
   — No, you **mustn't**. The film is not for children.
   — You **can** watch TV at home.

Модальные глаголы показывают отношения к действию, выраженному инфинитивом.

1) Глагол **can** [kæn, kən] «могу», «умею» выражает возможность совершения действия (см. пример 1).
2) Глагол **must** [mʌst, məst] «должен» выражает долженствование или необходимость совершения действия (см. пример 2).
3) Глагол **may** [meɪ] «можно» выражает разрешение выполнить действие. В разговорной речи вместо **may** часто употребляется **can** (см. пример 3).

Step 2. **The affirmative form. Study the table.**

If You He She We You They	can must	begin the talks at 11.

Модальные глаголы не имеют окончания -s в 3-м лице единственного числа настоящего времени; следующие за ними глаголы в инфинитиве стоят без частицы **to**.
Модальные глаголы не имеют формы инфинитива.

Ex. 1. Respond as in the models.

a)

— Tom is ╲ tired.
— He must **go to** ╲ **bed**.

Prompts: 1. to have a rest; 2. to go to the seaside; 3. to go on holiday; 4. to stay at home; 5. to have a cup of black coffee; 6. to go to a boarding-house for the weekend.

b)

— Have you looked through the quo╱tation?
— ╲ No, I can do it in the after╲noon. **I must write the letter to Mr** ╲ **Blake** now.

Prompts: 1. to make an appointment with Mr Green; 2. to translate a letter of Smith & Co; to finish reading the contract; 4. to discuss the terms of delivery with the customers; 5. to discuss some matters with the president; 6. to go to the plant with the inspectors.

Ex. 2. Read the model.

The children have finished their ╲ home-work.
I think they **may** have a ╲ rest now.

What could you say if you let your son (daughter) watch TV (read a book after 9, go to the park with their friends, etc)?

Ex. 3. Say what you must (can) do:

1. in the office every day; 2. at home in the evening; 3. at weekends; 4. when your are on holiday.

Step 3. **The negative form. Study the table.**

I **You** **He** **She** **We** **You** **They**	**cannot** **can't [ka:nt]** **must not** **mustn't [masnt]** **may not**	**drink much coffee in the evening**

Отрицательная форма модальных глаголов образуется с помощью частицы **not**.
Частица **not** с глаголом **can** всегда пишется слитно. Для выражения запрещения употребляются два модальных глагола в отрицательной форме **must not** и **may not**.
Отрицание **must not** более категорично и употребляется чаще.

Ex. 4. Say as in the models.

a) **I can't make an appointment with Mr ↘ Green** now.
I am very ↘ busy.

Prompts: 1. to go on a camping holiday; 2. to rent a room at this hotel; 3. to go skating; 4. to go to the country; 5. to buy tickets for the new comedy; 6. to make a contract with Brown and Co.

b) **You mustn't go skiing** ↘ today. It's very ↘ cold outside.

Prompts: 1. to spend much time on the beach; 2. to go swimming; 3. to sunbathe a lot; 4. to go to the South in July; 5. to stay in the open air for a long time today; 6. to let the children watch this film.

Step 4. **The interrogative form. Study the table.**

Can Must May	I you he she we you they	speak to Mr Blake now?		Yes (No)	You I he she you we they	can (can't) must (needn't) may (may not) (mustn't)

В вопросительных предложениях модальный глагол ставится перед подлежащим.
В отрицательных ответах на вопросы с глаголом **must** употребляется модальный глагол **need** (в отрицательной форме **needn't**) для выражения отсутствия необходимости.

Модальные глаголы не имеют окончания -s в 3-м лице единственного числа настоящего времени; следующие за ними глаголы в инфинитиве стоят без частицы **to**.
Модальные глаголы не имеют формы инфинитива.

Ex. 1. Respond as in the models.

a)

— Tom is ╲ tired.
— He must **go to** ╲ **bed**.

Prompts: 1. to have a rest; 2. to go to the seaside; 3. to go on holiday; 4. to stay at home; 5. to have a cup of black coffee; 6. to go to a boarding-house for the weekend.

b)

— Have you looked through the quo╱tation?
— ╲ No, I can do it in the after╲noon. **I must write the letter to Mr** ╲ **Blake** now.

Prompts: 1. to make an appointment with Mr Green; 2. to translate a letter of Smith & Co; to finish reading the contract; 4. to discuss the terms of delivery with the customers; 5. to discuss some matters with the president; 6. to go to the plant with the inspectors.

Ex. 2. Read the model.

The children have finished their ╲ home-work.
I think they **may** have a ╲ rest now.

What could you say if you let your son (daughter) watch TV (read a book after 9, go to the park with their friends, etc)?

Ex. 3. Say what you must (can) do:

1. in the office every day; 2. at home in the evening; 3. at weekends; 4. when your are on holiday.

Step 3. **The negative form. Study the table.**

I You He She We You They	cannot can't [ka:nt] must not mustn't [masnt] may not	drink much coffee in the evening

Отрицательная форма модальных глаголов образуется с помощью частицы **not**.
Частица **not** с глаголом **can** всегда пишется слитно. Для выражения запрещения употребляются два модальных глагола в отрицательной форме **must not** и **may not**.
Отрицание **must not** более категорично и употребляется чаще.

Ex. 4. Say as in the models.

a) **I can't make an appointment with Mr ↘ Green** now.
I am very ↘ busy.

Prompts: 1. to go on a camping holiday; 2. to rent a room at this hotel; 3. to go skating; 4. to go to the country; 5. to buy tickets for the new comedy; 6. to make a contract with Brown and C°.

b) **You mustn't go skiing** ↘ today. It's very ↘ cold outside.

Prompts: 1. to spend much time on the beach; 2. to go swimming; 3. to sunbathe a lot; 4. to go to the South in July; 5. to stay in the open air for a long time today; 6. to let the children watch this film.

Step 4. **The interrogative form. Study the table.**

Can Must May	I you he she we you they	speak to Mr Blake now?		Yes (No)	You I he she you we they	can (can't) must (needn't) may (may not) (mustn't)

В вопросительных предложениях модальный глагол ставится перед подлежащим.
В отрицательных ответах на вопросы с глаголом **must** употребляется модальный глагол **need** (в отрицательной форме **needn't**) для выражения отсутствия необходимости.

Ex. 5. Ask and answer as in the models.

a)

— **Can you write a letter to Dunn & ⌒ C° now?**
— I've already ⌒ written it.

Prompts: 1. to invite the buisnessmen to the conference room; 2. to study the catalogues for chemical equipment; 3. to show Mr Blake our quotation; 4. to call the manager of Dunn & C°; 5. to tell the Director about the talks with Blake & C°; 6. to have lunch together with me.

b)

— **Must you make an appointment with Mr ⌒ Green?**
— ⌒ Yes, I ⌒ must. (⌒ No, I ⌒ needn't).

Prompts: 1. to study foreign languages; 2. to start work very early; 3. to go to the office every day; 4. to have talks in English; 5. to look through the mail every day; 6. to help your wife (mother) at home.

Ex. 6. a) Read the model.

May I invite you to my place on ⌒ Saturday?

b) Say that you would like:

1. to study this catalogue; 2. to meet Mr Bell at the Soviet Trade Delegation; 3. to see this plant; 4. to call Mr Brown in the evening; 5. to have another cup of coffee; 6. to sit here.

Step 5. Practise Different Questions.

Ex. 7. Ask and answer as in the models.

a)

— **When can you go to the customer's ⌒ plant?**
— After ⌒ lunch.

Prompts: 1. to meet the director of the company; 2. to start the talks; 3. to show the machines to our inspectors; 4. to look through the latest catalogues; 5. to discuss the terms of the contract; 6. to study the quotation of Brown & C°.

Now ask your friend when the director of his firm can discuss business matters (look through the enquiry for chemical goods, go to Great Britain).

b)

— **Who can swim very well in your ⌒ family?**
— My ⌒ son can.

Prompts: 1. to ski well; 2. to skate well; 3. to speak good English; 4. to read French; 5. to make good coffee; 6. to tell interesting stories.

c)

— **I haven't been to ╲ Pskov yet.** I think I must go there some ╲ day, mustn't ╱ I?
— ╲ Yes, you really ╲ must.

Prompts: 1. to be to the Chaikovsky Hall; 2. to see the screen version of «Anna Karenina»; 3. to read the book «Hotel»; 4. to have a holiday at the seaside; 5. to invite my friends to see my new flat.

UNIT II

SPEECH PATTERN

I am afraid that's ╲ impossible.

Фраза I am afraid выражает сожаление или вежливый отказ.

Ex. 8. a) Read the model.

I'm afraid I can't discuss the matter ╲ now. I'm very ╲ busy.

b) What could you say if:

1. Your friend invites you to the cinema on Saturday; 2. Mr Keen wants to make an appointment with you for Monday; 3. your friend invites you to his place on Friday; 4. the secretary asks you what film is on at the Ministry today; 5. One of your friends invites you to see a detective film.

UNIT III

WORKING ON THE TEXT

Discussing Contract Terms

Mr Blake studied the Buyer's contract terms and on Tuesday came to the Soviet Trade Delegation to discuss them with Voronin.

Voronin: Good morning, Mr Blake.
Blake: Good morning, Mr Voronin. **Sorry, I'm a bit late.**
Voronin: **Never mind** [1]. **How are things** [2]?
Blake: Not **too bad**, thanks.
Voronin: Would you like a **cigarette**?
Blake: No, thank you, I don't **smoke**.
Voronin: **May I offer** you a cup of coffee?
Blake: Yes, thank you.
Well, Mr Voronin. I think we can discuss business now. I'd like to **clarify** some **details** with you.
How many compressors would you like to buy?
Voronin: We can buy 40 compressors.
Blake: And when do you **require** the goods?
Voronin: **As soon as possible**, say in December [3].
Blake: In December? Let me see. **I'm afraid**, that's **impossible**. Our compressors are selling very well, and we **are heavy** with orders. We can **deliver** only 15 compressors in December.
Voronin: And what about the other 25 compressors?
Blake: We can deliver them only in six months.
Voronin: All right. And how about the terms of **delivery**? I **hope** they **suit** you.
Blake: Yes, we **agree** to sell the goods **FOB English port** [4] and we can **accept** payment **for collection** too.
Voronin: Fine.
Now comes the **question** of price. I must say that your price is not **attractive** to us. Can you give us a **10 % discount**?
Blake: That's a bit difficult. **The fact** is our compressors **are in great demand**. **However** we can offer you a discount of 5 % * as we've been good partners ** for a long time.
Voronin: I think we can agree to a 5% discount. Could we meet **tomorrow** at 10 **to sign** the contract, Mr Blake?
Blake: Yes, certainly. Mr Voronin, would you like to have **dinner** with me tonight?
Voronin: With pleasure.
Blake: I can **pick** you **up** at the Soviet Trade Delegation at 6.30 if that's **convenient** to you.
Voronin: Yes, thank you.

Notes

1. **Never mind** — Ничего, ничего страшного. (ответ на извинение)
2. **How are things?** — Как дела?
3. **Say in December** — Скажем, в декабре
4. **FOB (free on board)** — ФОБ (условия поставки, по которым продавец

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* 5 % = five per cent [pe'sent] — пять процентов.
** a partner ['pɑ:tnə] — партнер

доставляет товар на судно за свой счет). CIF (cost, insurance, freight) — СИФ (условия поставки, по которым продавец фрахтует судно, страхует товар и доставляет в порт назначения)

Ex. 9. Read the dialogue.

Ex. 10. Agree or disagree. Give your reasons.

1. Mr Blake wanted to discuss the terms of the contract with Voronin.
2. Voronin offered him a cup of tea.
3. Mr Blake did not accept the terms of Soyuzimport.
4. Blake and C° had few orders for their compressors.
5. Voronin accepted the time of delivery.
6. Mr Blake gave Voronin a 10% discount.
7. Voronin and Mr Blake signed the contract that day.
8. Mr Blake invited Voronin to dinner.

Ex. 11. Say what you have learned from the text about:

1. the time of delivery, the terms of shipment and delivery; 2. the price for the compressors and the terms of payment.

Ex. 12. Think and answer.

1. Why were the compressors of Blake & C° selling very well?
2. Why couldn't Voronin accept the price of Blake & C°?

UNIT IV

WORKING ON WORDS

to be late for

Ex. 13. a) Read the model.

I was 10 minutes late for the ⌒ lesson.

b) Say how much you were *late for* the performance (documentary, lunch, work, talks).

a discount of 5%
a 5% discount
a discount on the price

Ex. 14. Answer the following questions:

1. Do you often give a discount to your Buyers?
2. Do you give them a large or a small discount on the price?
3. What discount do you usually give them?

4. Does your discount always suit the Buyers?
5. When do you usually discuss a discount with your Sellers?
6. What discount did your Seller give you last?
7. When can't the Sellers give you a discount on the price?

to suit

Ex. 15. a) Say and respond as in the model.

— **We can deliver the goods in May.**
— The delivery date suits us.

Prompts: 1. to sell the goods on CIF terms; 2. to offer payment for collection; 3. to give a 7% discount; 4. to have talks on Wednesday; 5. to deliver the machines in six months; 6. to offer the goods at the price of ... dollars.

b) Now say that the quality of the goods is not high (the price is not attractive, the date of shipment and the delivery time are not convenient to you). Give your reasons.

to agree to
to agree with

Ex. 16. a) Read the models.

1. We **can agree to** a 7% discount.

b) What can you say if the price of the company (the terms of shipment, the payment terms, the delivery time, the Seller's offer, all the terms of the contract) suits you?

2. We **can't agree with** the Sellers that their price is attractive.

c) Do not agree with the Sellers when they say that the quality of this model is very high; their discount is large; these goods are in great demand; the terms of the contract are very attractive.

UNIT V

KEY STRUCTURES AND SPECIAL POINTS

Articles

Ex. 17. a) Supply the correct article where necessary.

1. The Seller offered us ... 3% discount, but ... discount did not suit us.
2. We usually give ... discount to the Buyers if we have known them for a long time.
3. There is ... heavy demand for the compressors of the new model as they are of very high quality.
4. The Seller didn't agree to give us ... discount as their goods were in ... great demand at that price.
5. ... demand for the latest model of Soviet cars is very big in this country.

* * *

Remember: **to send (sent, sent)** — посылать

Green & C° were interested in ... chemical equipment of Soyuzexport and sent ... enquiry to them.

When they received ... catalogues and ... Contract Form from Soyuzexport they studied them closely. ... terms of delivery and ... payment for collection suited ... Buyer, but ... price was too high.

During ... talks ... Seller offered ... company ... 12% discount on ... price. ... Buyer agreed to ... discount and ... companies signed ... contract that day.

b) Say what you have learned from the text about the talks of Soyuzexport with Green & C°.

Tenses

Ex. 18. a) Supply the correct tenses.

Remember: **to ask** [ɑ:sk] — спрашивать

Vlasov, an engineer of the Soviet Trade Delegation, (to phone) Mr Hunt of Robinson & C°.

Vlasov: Good morning, Mr Hunt. This (to call) Vlasov.
Hunt: Good morning, Mr Vlasov. What I (can, to do) for you?
Vlasov: The fact (to be) I (to send) you our offer last week. In my letter I (to ask) you to study it and to give us your answer but we not (to receive) it yet.

Hunt: You see *, Mr Vlasov, we (to receive) your offer 5 days ago, but I (cannot, to study) it as I (to be) outside London and just (to come back).

Vlasov: When you (can, to look through) it?

Hunt: I (to think) I (can, to do) it today. Let's meet tomorrow at 10 if that (to be) convenient to you.

Vlasov: That (to suit) me all right. Thank you, Mr Hunt. Goodbye.

b) Say why:

1. Vlasov has phoned Mr Hunt; 2. Mr Hunt hasn't studied the Seller's offer.

Prepositions

Ex. 19. a) Supply the correct prepositions where necessary.

Three months ago Soyuzimport received an enquiry ... compressors ... their customers. Stepanov, an engineer ... Soyuzimport went ... Great Britain to have talks ... Brown & C° who sell compressors ... high quality.

When he came ... London he made an appointment ... Mr Morris ... Brown & C° ... Wednesday ... 11. The Seller offered the goods ... CIF terms. Stepanov agreed ... the delivery terms and ... payment ... collection.

Brown & C° could deliver the goods only ... 8 months as they were heavy ... orders. The price was not attractive ... Stepanov and he asked the company to give them a discount ... the price. Mr Morris could offer him only a 2% discount as their goods were ... great demand and sold very well ... that price. When the businessmen discussed all the questions they signed the contract.

b) Say what you have learned from the text about the business matters that Stepanov and Mr Morris discussed during the talks.

Miscellaneous

Ex. 20. a) Choose and use.

comfortable, convenient

When Stepanov and Mr Morris signed the contract Mr Morris invited Stepanov and his friends to spend the weekend in Brighton.

It's very ... to go to Brighton for a weekend as the place is near London and it's easy to get there.

Mr Morris had a very ... car. He wanted to pick them up at 5 on Friday. But it was not ... to Stepanov as he had an appointment at 4 that day.

---

* You see. — Видите ли.

Mr Morris picked up the Soviet engineers at 9 o'clock on Saturday morning.

They stayed at a ... hotel near the beach.

Stepanov and his friends enjoyed their weekend very much.

b) Sum up the text.

UNIT VI

SPEECH EXERCISES

Ex. 21. a) Read the dialogue.

Remember: **in that case** — в этом случае

A British company was interested in buying machines Model A17 from the Soviet Union. They sent an enquiry to Soyuzexport. After Mr Green, manager of the company, received a quotation from Soyuzexport he met Mr Basov to discuss the terms of the contract.

Green: Good morning, Mr Basov.

Basov: Good morning, Mr Green.
Take a seat. A cigarette?

Green: Yes, please. You see, Mr Basov, we've studied your quotation and the terms of the contract. I must say, that your prices are not attractive to us. They are too high. Can you give us a discount for a large order?

Basov: That's a problem. This is our usual * price and as the quality of our machines is very high we are heavy with orders at this price. But as we have done a lot of business with you we can give you a small discount.

Green: We'd like to have a discount of 7%.

Basov: I'm afraid that is impossible. We can offer you a 2% discount. Can you accept it?

Green: I think so. But in that case we ask you to agree to FOB terms.

Basov: No problem, Mr Green. We can do it if it suits you.

Green: Thank you.

b) Say what you have learned from the dialogue about:

1. the price for the machines; 2. the discount Basov agreed to give to the Buyer?

c) Act out the dialogue between Mr Green and Basov. Discuss the price and discount.

---

* usual — обычная

d) Think and answer.

1. Why did Mr Green's company want to buy the machines from Soyuzexport?
2. Why were the prices of Soyuzexport too high for the Buyers?

Ex. 22. Answer the following questions:

1. What countries do you do business with?
2. What kinds of goods do you sell?
3. There is a heavy demand for your goods, isn't there? Why?
4. On what terms do you deliver the goods to your Buyers?
5. Can foreign companies always accept your delivery terms?

* * *

1. When did you have talks last?
2. What goods were you interested in?
3. Was the price attractive to you or was it too high?
4. What discount did the Seller offer you?
5. Did you agree to this discount or not? Why?
6. What terms of payment suited you?

* * *

1. Some businessmen of a foreign company have just come to Moscow, haven't they?
2. On what day is it convenient for you to have talks with them?
3. What details must you clarify during the talks?
4. When can you sign a contract with the company?
5. When would you like to invite the businessmen to dinner?
6. Who can pick them up at the hotel?

Ex. 23. a) Read the dialogue.

Making an Appointment

Remember: **hold** [hould] **on** — не вешайте трубку
to be (to speak) on another line — говорить по другому телефону

Mr Brown is phoning the Soviet Trade Delegation.

Brown: May I speak to Mr Bogdanov?
Secretary: Who is that speaking, please?
Brown: I'm Brown of Bell and Co.
Secretary: Mr Brown, Mr Bogdanov is **on another line**. Can you **hold on**?
Brown: Certainly.
Bogdanov: Bogdanov speaking.

Brown: Hello, Mr Bogdanov. We'd like to give you an order for compressors. I'd like to have an appointment with you to clarify some details. Can we meet on Wednesday?

Bogdanov: I'm afraid, that's impossible. I must go to Glasgow ['gla:zgou] for two days and I can see you only on Friday. Is 2 o'clock convenient to you?

Brown: Thank you. Good-bye for now.

Bogdanov: Good-bye, Mr Brown. See you on Friday.

b) Act out the dialogue.

c) Make up a similar dialogue. Suppose Mr Dunn is phoning you at your Moscow office.

Ex. 24. Speak on the topics.

1. Business talks you have with foreign companies.
2. The talks you had last.

Ex. 25. Act out dialogues on the basis of the following assignments:

1. You are interested in the goods of Brown & Co. Phone Mr Brown and ask him to send you catalogues and a quotation for their latest model. Tell him how many machines you want to buy and when you require them.
2. Meet Mr Black at your office and discuss with him the terms and the time of delivery of your equipment. Ask hin to make payment for collection.
3. Meet Mr Eden in his London office. Tell him that their prices are not attractive to you company. Ask him to give you a discount.

Ex. 26. a) Read the joke.

Note the pronunciation:

Owen ['ouin] — Оуэн
Italy ['itəli] — Италия

Williams, a businessman, always wanted to outdo * his friend Owen Hill who was a businessman too, but he could never do it.

When he went on holiday to France, Owen went to Italy. When he bought a small comfortable house in the country, Owen bought an attractive house in France. When he bought a small car, Owen bought the latest model of Rolls-Royce [roulz'rois].

One day Williams bought a telephone for his car. When he wanted to clarify some matters with Owen he phoned him from the car:

«May I speak to Mr Hill, please?»

«Hill is here».

---

* to outdo [aut'du:] — перещеголять

«Hello, Owen. I'm speaking from my car to make an appointment with you».

«Hello, Williams. I'm speaking from my car too. Can you hold on a moment? I'm speaking on the other line».

b) Retell the joke.

UNIT VII

WRITTEN PRACTICE

Ex. 27. a) Write two sentences on each point:

1. What you can do today.
2. What you must do today.
3. What your children may do today.

b) Write two sentences on each point:

1. What you can't do tomorrow.
2. What your children mustn't do in the evening.

c) Write two questions with each modal verb: can, must, may.

Ex. 28. Translate into English.

1. Савин умеет говорить по-английски, но он не умеет говорить по-французски. Он считает (думает), что он должен изучить французский язык, чтобы вести переговоры на этом языке.
2. Вчера мы получили письмо от английской фирмы. Мне нужно перевести его? — Нет, не нужно. Я уже перевел его.
3. Можно мне посмотреть эти каталоги? — Нет. Я должен показать их нашему генеральному директору. Вы можете взять их только после обеда.
4. Можно мне открыть окно? — Нет, сегодня холодно и сыро.

UNIT VIII

VOCABULARY

1.	**a Buyer** *n*	—	покупатель
2.	**a Seller** *n*	—	продавец
3.	**to be sorry** ['sɔri] *v*	—	сожалеть
	to be sorry for smth.		
	Sorry!	—	Извините!
4.	**late** [leit] *adj*	—	1 поздний
	late autumn		
	to be late for	—	опаздывать (на)
	e.g. He was 10 minutes late for his lesson yesterday		

	to come **to stay** **to work** — **late**	—	2. поздно
	e.g. He came home very late last night.		
	late — **in the morning** **in the evening** **at night**		
5.	**too** [tu:] *adj*	—	слишком
	too — **high** **expensive** **late** **early**		
6.	**bad** *adj*	—	плохой
	bad — **weather** **actor** **comedy** **district**		
7.	**cigarette** [sɪgə'ret] *n*	—	сигарета, папироса —
	e.g. Would you like a cigarette?		
8.	**to smoke** ['smouk] *v*	—	курить
9.	**may** [meɪ] *v*	—	можно (модальный глагол, выражающий разрешение)
10.	**can** [kæn] **(could)** *v*	—	мочь, уметь, быть в состоянии (модальный глагол, выражающий возможность совершения действия)
11.	**must** [mʌst] *v*	—	должен, нужно (модальный глагол, выражающий долженствование)
12.	**to offer** ['ɔfə] *v*	—	предлагать
	to offer — **goods** **the latest model** **accommodation**		
	e.g. We can offer you the latest model of our equipment.		
13.	**to clarify** ['klærɪfaɪ] *v*	—	уточнять, вносить ясность
	to clarify — **the matter** **the terms**		
	e.g. Let's clarify this matter.		
14.	**a detail** ['di:teɪl] *n*	—	деталь, подробность
	in detail	—	подробно
	e.g. We can discuss this matter in detail tomorrow.		
15.	**a compressor** [kəm'presə] *n*	—	компрессор
16.	**to require** [rɪ'kwaɪə] *v*	—	требовать(ся)
	to require — **goods** **time** **accommodation**		
	e.g. When do you require the goods?	—	Когда вам потребуется товар?
17.	**soon** *adv*	—	скоро, быстро
	to come soon		

18. **possible** ['pɔsɪbl] *adj* — возможный
as soon as possible — как можно скорее (раньше)
if it is possible — если возможно
e.g. We'd like to receive the goods in May if it's possible.

19. **impossible** [ɪm'pɔsɪbl] *adj* — невозможный
e.g. It is impossible to deliver the goods in June.

20. **heavy** ['hevɪ] *adj* — тяжелый
to be heavy with orders — иметь много заказов
there's a heavy demand for these goods — существует большой спрос на эти товары

21. **to deliver** [dɪ'lɪvə] *v* — поставлять
to deliver goods to customers

22. **to hope** [houp] *v* — надеяться

23. **to suit** [sju:t] *v* — устраивать, подходить
e.g. That suits us.
Your time of delivery suits our customers.

24. **to agree** [ə'gri:] *v* — соглашаться
e.g. We agreed to deliver the goods in July.
We can't agree that our prices are high.
to agree to smth. — согласиться с чем-л.
to agree with smb. — согласиться с кем-л.
e.g. We can't agree to your price.
I can't agree with you that our prices are too high.

25. **a port** [pɔ:t] *n* — порт
e.g. We can deliver the goods FOB English port.

26. **to accept** [ək'sept] *v* — принимать

to accept	**terms** **prices** **an offer**

27. **payment for collection** [kə'lekʃn] — платеж в форме инкассо

28. **a question** ['kwestʃn] *n* — вопрос

question of	**price** **delivery terms**

e.g. Now comes the question of price *(обратите внимание на отсутствие артикля перед словом price)*. — А теперь вопрос о цене.

29. **attractive** [ə'træktɪv] *adj* — 1. привлекательный, красивый
attractive woman

attractive	**price** **offer**

— 2. *зд.* приемлемый

e.g. I'm afraid the price isn't attractive to us.

30. **a discount** ['dɪskaunt] *n* — скидка

to give **get** **discuss** **accept**	**a discount**

a discount on the price	—	скидка с цены
a 10% discount **a discount of 10%**	—	десятипроцентная скидка
31. **a fact** [ˈfækt] *n*	—	факт
the fact is...	—	дело в том, что
32. **great** [greɪt] *adj*	—	великий, огромный
33. **a demand** [dimɑːnd] *n*	—	спрос
heavy / great / small | **demand**	—	большой, маленький | спрос
demand for goods	—	спрос на товары
34. **however** [hauˈevə] *adj*	—	однако
35. **tomorrow** [təˈmɔrou]	—	завтра
tomorrow | **morning / afternoon**	—	завтра утром, днем
36. **to sign** [saɪn] *v*	—	подписывать
to sign a contract		
37. **dinner** [ˈdɪnə] *n*	—	обед
to have dinner	—	обедать
e.g. At what time do you have dinner?		
38. **to pick up** [ˈpɪkˈup] *v*	—	заезжать за кем-л.
e.g. I can pick you up at 5 o'clock.		
39. **convenient** [kənˈviːnjənt] *adj*	—	удобный
convenient | **time / place**		
e.g. What time is convenient to you?		
40. **to send (sent, sent)** *v*	—	посылать
to send a letter		
41. **to ask** *v*	—	просить
e.g. We ask you to give us a 12% discount.		
42. **a case** [keɪs] *n*	—	случай
in that case	—	в этом случае
43. **to open** [ˈoup(ə)n] *v*	—	открывать
44. **Hold on!**	-	Не вешайте трубку!
45. **line** *n*	—	зд. телефонная линия
to speak on another line	—	говорить по другому телефону

Speech Pattern

I'm afraid, that's impossible.	—	Боюсь (к сожалению), это невозможно.

LESSON 7

Grammar:	1. Употребление Present Continous для выражения действия в будущем. 2. The Simple Future Tense (простое будущее время)
Text:	At the Airport

UNIT 1

GRAMMAR

SECTION I

УПОТРЕБЛЕНИЕ PRESENT CONTINOUS ДЛЯ ВЫРАЖЕНИЯ ДЕЙСТВИЯ В БУДУЩЕМ

Step 1. **Read the dialogues.**

a) — Where **are** you **going** at the weekend?
— To the seaside. **Are** you **coming** with us?
— Yes, with pleasure

b) — When **are** you **meeting** Mr Bell?
— At 9.30
— Why so early?
— Because at 11 I **am** **having** talks with the French business-men

> Present Continous употребляется для выражения запланированного действия в ближайшем будущем.В этом значении Present Continous часто употребляется со следующими обстоятельствами времени: **today, tomorrow, tomorrow morning** (afternoon, evening, night), **the day after tomorrow** «послезавтра», **in a week** (a month, a year), **next week** (Sunday, month), **soon, one of these days** «на днях».

Step 2. **Practise the use of the Present Continous Tense. Ask and answer as in the model.**

Ex. 1. Read the model.

> — **Are you discussing the prices with Mr Dunn** to ⌒ morrow?
> — ⌒ No, we are discussing them in two ⌒ days.

Prompts: 1. to go on holiday; 2. to go to the plant; 3. to sign the contract; 4. to clarify the details of the contract; 5. to

send an answer to the Sellers' offer; 6. to meet the British businessmen.

Ex. 2. **a) Read the model.**

— What **are** you **doing to** ╲ **night**? — I am going to the ╲ cinema.

b) Ask your friend what he (she) is doing tomorrow (next, weekend, the day after tomorrow, today after lunch, etc.)

SECTION II

THE SIMPLE FUTURE TENCE

Step 1. **Read the dialogues**

a) — Is Mrs Dane at home?
— No, she **will be** at home in an hour.

b) — **Will** you **study** the catalogues today?
— I'm afraid, **I shall have** no time today, but **I'll do** it tomorrow.
— Good.

c) — Let's go to the cinema, Jane.
— I'd like it very much, but I think **there'll** be very many people there.
— Oh, no, **there won't**. Not on Monday.

Simple Future употребляется для выражения действия, которое произойдет в будущем. Время совершения действия может быть указано (см. примеры «a», «b»)или может подразумеваться (см. пример «c»).

Step 2. **The affirvative form. Study the tense-forms.**

I	shall/will	*I'll*		
You	will	You'll		
He(she)	will	(He'll,she'll)	go to the seaside	next summer
We	shall/will	(We'll)		
You	will	(You'll)		
They	will	(They'll)		

Simple Future образуется при помощи вспомогательных глаголов **shall** и **will** и инфинитива смыслового глагола (без частицы **to**). **Shall** употребляется для 1-го лица единственного и множественного числа, **will** — для остальных лиц.

Ex. 3. **a) Ask and answer as in the model.**

> — **Have you read this ⤴ journal?**
> — ⤵ No, I ⤵ haven't. I'll read it to ⤵ night.

Prompts: 1. to receive the latest catalogues; 2. to sign the contract with the British company; 3. to deliver the equipment; 4. to start producing the new model; 5. to show Moscow to the foreign businessmen; 6. to read lesson 7.

b) Now say what you (your friend, director, etc.) will do tomorrow.

Step 3. **The negative form. Study the tense-form.**

I	shall/will not	(shan't/won't)		
You	will not	(won't)		
He	will not	(won't)		
She	will not	(won't)	go to the	next
We	shall/will not	(shan't/won't)	seaside	summer
You	will not	(won't)		
They	will not	(won't)		

> Отрицательная форма Simple Future образуется при помощи частицы **not**, которая ставится после вспомогательных глаголов **shall/will**.
> Сокращенные формы — ***shan't/won't*** [ʃa:nt], [wount].

Ex. 4. **Say and respond as in the model.**

> — **I'll watch a film on TV** to ⤵ night.
> — And I won't watch a ⤵ film, I'll watch the ⤵ news programme.

Prompts: 1. to rent a room at the seaside; 2. to stay at home; 3. to learn English; 4. to be at the office all day; 5. to go to the seaside by train; 6. to buy new furniture.

Step 4. **The interrogative form. Study the tense-forms.**

Shall	I			Yes,	you	will
Will	you				I	shall/will
	he	go to the	next		he	will
	she	seaside	summer?		she	will
	we				we	shall/will
	they				they	will

Shall Will	I you he she we they	go to the seaside	next summer?	No,	you I he she we they	won't shan't/won't won't won't shan't/won't won't

В вопросительной форме Simple Future вспомогательный глагол **shall/will** ставится перед подлежащим.

Ex. 5. Ask and answer as in the model.

— **Will** you **come home** ⤴ **early tonight**?
— ⤵ No, I ⤵ shan't. I'll work ⤵ late.

Prompts: 1. to study the contract form of GML; 2. to buy a black-and-white TV-set; 3. to go on a camping holiday; 4. to sped the holiday at the seaside; 5. to accept the Sellers' prices; 6.to deliver the goods in May.

Step 5. Practise different questions.

Ex. 6. Ask and answer as in the models.

a)

— When **will you have a** ⤵ **holiday**?
— I'm having a holiday in ⤵ June this year.

Prompts: 1. to have talks; 2. to finish work; 3. to have lunch; 4. to go to the plant; 5. to meet the French businessmen; 6. to go to the cinema.

b)

— Who **will discuss the price problem with the British** ⤵ **businessmen?**
— Our ⤵ manager will.

Prompts: 1. to sign the contract with GML; 2 to clarify some matters with the British businessmen; 3. to make an appointment with the General Director of Brown & C°; 4. to study the latest catalogues of American companies; 5. to translate the letter from Brown & C°; 6. to invite the British businessmen to dinner.

UNIT II

SPEECH PATTERN

Pattern: **Voronin is going to come back to Moscow in September**

Форма to be going + инфинитив выражает намерение говорящего совершить определенное действие в будущем.

Ex. 7. a) Read the model.

— **I'm going to meet my** ⌒ friends tonight.

b) Say what you are going to do during your office hours today.

c) Now say what your wife (husband, children, friend, brother, sister) is going to do tonight.

UNIT III

WORKING ON THE TEXT

At the Airport

A

Heathrow **Airport** [1] in London is very large. **Hundreds** of **planes land** and **take off** and **thousands** of **passengers get on** and **off** planes at Heathrow every day. People usually **make reservations** for **flights in advance**, especially in summer time.

Voronin has be to London for a year and today he **is going to fly back** to Moscow. He has just **arrived** at Heathrow. He is speaking to a clerk * at the **check-in desk**.

Voronin: Can I **check in** for the flight to Moscow here?
Clerk: Yes, sir [2]. May I have your ticket and **passport**, please?
Voronin: Certainly. Here you are.
Clerk: Willyou **put** your **luggage** on the **scales**? Oh, it's too heavy. You must **pay** an **extra charge**, I'm afraid.
Voronin: I'll **take out a couple** of these catalogues **then**.
Clerk: Can you put the luggage on the scales again, sir? It's all right now. You may take your ticket and passport and here is your **boarding-pass**.
Voronin: Thank you.

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* a clerk [kla:k] — служащий

B

Now Voronin has come up to the **information desk** and is speaking to the clerk.

Voronin: Is the plane for Moscow **leaving on time**?
Clerk: There'll be a **delay**, but it **probably** won't be **over** 30 minutes. Will you go to the **departure lounge** and **wait for** the **announcement**?
Voronin: Thank you very much.
Clerk: You are welcome.

Soon Voronin **heard** the announcement: «Passangers for **flight 230** [3] for Moscow please **collect** your **hand** luggage and go to **gate** 3. Thank you.»

Voronin flew by an Aeroflot plane.

He enjoyed the flight. Three and a half hours later [4] the plane landed at Sheremetyevo Airport in Moscow. Voronin was home again.

Notes

1. **Heathrow Airport** — Хитроу, название аэропорта в Лондоне.
2. **sir** — сэр, господин (обращение, после которого фамилия не ставится)
3. **flight 230** — в речи и на письме в многозначных числительных перед обозначениями десятков ставится **and**: **230 — two hundred and thirty**. Артикль перед существительным, за которым следует числительное, не ставится.
4. **Three and a half hours later** — через три с половиной часа. Через два дня, через три года в значении спустя два дня, спустя три года переводится на английский язык two days later, three years later. Например: The plane took off at 11 and two hours later it landed at Vnukovo Airport.

Ex. 8. Read the text.

Ex. 9. Agree or disagree. Give your reasons.

1. Heathrow Airport in London is very lange.
2. People usually make reservations for flights in advance.
3. Voronin's luggage was too heavy and he paid an extra charge.

* * *

1. The plane for Moscow left on time.
2. Voronin did not enjoy the flight.

Ex. 10. Say what you have learned from the text about:

1. Heathrow Airport; 2. how Voronin checked in for the flight; 3. flight 230 to Moscow.

Ex. 11. Think and answer.

1. Why do people make reservations for flights to and from London in advance?

2. Why did Voronin take some catalogues to Moscow?
3. Why didn't the plane for Moscow leave on time?

UNIT IV

WORKING ON WORDS

to make a reservation for smth.

Ex. 12. Say and respond as in the model.

— I'd like to go to Simferopol by ◝ plane.
— Then you must make a reservation for the flight two weeks in a◝dvance.

Prompts: 1. to go to Leningrad by a night train; 2. to stay at a hotel in Adler; 3. to go to Budapest ['bu:de'pest] by train; 4. to have good accommodation at a hotel at the seaside; 5. to stay at the Klazma boarding-house in summer.

to arrive in
to arrive at

Ex. 13. Answer the following questions:

1. When did you last go by plane?
2. When did you arrive at the airport?
3. What did you do when you arrived there?

• • •

1. You last went to Leningrad by train, didn't you?
2. When did the train arrive in Leningrad?
3. Did the train arrive on time?

• • •

1. What delegation has arrived in our country lately?
2. Why did they arrive in the Soviet Union?
3. Did they arrive here by train or by plane?

information

Ex. 14. a) Read the model

The **information** we received ⌒ yesterday is about the latest models of com⌒pressors.

b) Say what information you've received lately.

to leave Moscow for Adler

Ex. 15. a) Read the model.

Our director **left Moscow** ⌒ **for London** last week.

b) Say when and for what place your friend (the General Director of your company, the director of the firm, the engineers of your office)left Moscow.

to wait for smb.

Ex. 16. a) Read the model.

I'm waiting for the General Di⌒rector as I'd like to discuss some ⌒ matters with him.

b) Say why you are waiting for the secretary (your friend, the inspectors of Brown & C°, Mr Green, the children, etc.)

UNIT V

KEY STRUCTURES AND SPECIAL POINTS

Articles

Ex. 17. a) Supply the articles where necessary.

1. — Can I make a reservation for ... flight 10 to London?
   — Yes, I have got tickets for .. flight.
2. — What gate is the plane to New York leaving from?
   — It's leaving from ... gate 12, ... 3rd gate from here.
3. There are five airports in Moscow. ... Sheremetyevo is one of them. It's ... large airport. Planes from different countries land and take off from ... Sheremetyevo every day.
4. — Is Mr Blake in the office?
   — No, he isn't. He has just left for ... airport to meet the French trade delegation.

Tenses

Ex. 18. Supply the correct tenses.

Douglas ['daɪəs] (to arrive) at Kennedy Airport and (to come) up to the check-in desk. He (to put) his luggage on the scales, but the man at the desk (not to look) * at his things.

«You (to go) for a holiday?» he (to ask).

«Yes,» Douglas (to answer).

«You ever (to be) to Switzerland?»

«No, I never (to be) out of the United States.»

«You (to be going) to ski?»

«Certainly.»

«Why you (not to have got) skis** with you?»

«I (to buy) them there.»

«Hope the weather (to be) good.»

Douglas (to show) the clerk his ticket and passport and the man (to give) him a boarding-pass. He (to be) early and he (to have) time to drink a cup of coffee and to read the evening newspaper.

Half an hour later he (to get on) the plane together with the other passengers.

(After *Nightwork* by Irwin Shaw)

b) Say what you have learned from the text about

1. what Douglas did when he arrived at the airport; 2. what he did after the conversation with the man at the check-in desk.

c) Act out the conversation between Douglas and the clerk

Prepositions

Ex. 19. Supply the correct prepositions where necessary.

1. — Will the train arrive ... time or will there be a delay?
   — The train will arrive ... a delay ... 40 minutes.
2. The charge ... a room ... this hotel is not very high.
3. — What are you doing here?
   — I'm waiting ... the director. I'd like to speak ... him ... the offer of Blake & C°.

* * *

Remember: **a non-stop flight** — беспосадочный полет

Mr Cane is speaking ... the clerk ... Travel Agency*** ... the phone.

Clerk: Travel Agency. Good morning.

Cane: Good morning. My name is Henry Cane. I'd like to

---

* to look [luk] — посмотреть

** skis [ski:z] — лыжи

*** Travel Agency ['travəl 'eɪdʒənsɪ] — Транспортное Агентство

make a reservation ... a flight to Dublin ... the 6th ... April.

Clerk: Just a moment, please. Now, there's **a non-stop flight** ... Dublin ... the 6th. It's leaving ... Dublin ...10 o'clock ... the morning.

Cane: What time does it arrive ... Dublin?

Clerk: ... 1.20 ... the afternoon. Will that be convenient ... you?

Cane: That sounds good. Will you make a reservation ... me ... that flight?

Clerk: All right, Mr Cane, please come and collect your ticket a couple ... days ... advance.

Cane: I'll do that. Thank you.

Clerk: You are welcome.

b) Say what you have learned from the dialogue about:

1. a reservation Mr Cane wanted to make; 2. the flight for which the clerk made a reservation for him.

Miscellaneous

Ex. 20. Choose and use.

a) to hear, to listen (to)

1. — When did you ... the news programme yesterday?
   — In the morning.
   — I ... this programme in the morning too.
2. I'd like to see England. I ... so much about it.
3. Do you sometimes ... English lessons on television?
4. The man is very old. He can't ... well.
5. — Have you ... the latest news? We've signed a large contract with GML.
   — Oh, really? I haven't ... about it.
6. I like ... records on stereo equipment.
7. I ... the announcement about my flight and went to the plane.

b) the other day, one of these days

1. — I'm flying to the Caucasus ...
   — Have you made a reservation for the plane?
   — Yes, I did it ...
2 .... the British businessmen are arriving in Moscow to have talks with the engineers of Soyuzexport.
3. A new comedy is on at the Rossiya Cinema. I'm going to see it ...
4. ... we signed a contract with Green & C° for the latest model of compressors.
5. ... Voronin together with the inspectors went to the plant to see the new chemical equipment of Blake & C°.
6. ... my family and I will go to the country to have a quiet rest on the Moskva River.

Ex. 21. Supply the correct words.

in, later

1. (a few days) I'm going to London.
2. The plane took off at 12 o'clock and it landed at Heathrow Airport (four hours).
3. My friend arrived in New York on Friday and (two days) he phoned Mr Brown.
4. I'm going on holiday (a month).
5. The Seller and the Buyer discussed the terms of the contract on Monday and (a week) they signed it.
6. We shall deliver the goods to the Buyer (a year).

UNIT VI

SPEECH EXERCISES

Ex. 22. a) Read the text.

Remember: **foggy** — туманный
windy — ветреный

Mrs Foster lives with her husband in New York City, but her daughter lives in France. Today Mrs Foster is going to fly to Paris.

«The plane is leaving at 11,» she told her husband. «But I must be at the airport an hour in advance to check in for the flight. Has the car come?»

«Yes, it's waiting. The driver * is going to put the luggage in,» Mr Foster said.

A few minutes later Mr and Mrs Foster went out and got into the car. At the airport Mrs Foster went to the information-desk:

«Is the plane to Paris leaving on time?»

«No,» the clerk said. «There is a delay as it's **foggy** and **windy**. But please don't leave the airport. The weather can clear ** any moment.»

When Mrs Foster heard the news she went to the departure lounge. Only at 6 in the evening she heard the announcement:

«Flight 205 to Paris will leave at 11 o'clock tomorrow.»

Mrs Foster was very tired, but she didn't want to leave the airport and go home.

(After The Way up to Heaven by R. Dahl)

b) Say what you have learned from the text about:

1. Mrs Foster's family; 2. the information she received at the airport.

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* driver ['draivə] — водитель
** to clear [kliə] — прояснить

Ex. 23. Answer the following questions:

1. Where and when did you last go by plane?
2. When did you arrive at the airport?
3. When did the plane take off?
4. How long did the first flight last?

* * *

1. From what airport did you go by plane last?
2. Where did you fly?
3. Whom did you give your ticket and passport?
4. Did you have much or little luggage with you?
5. How long did you wait for the announcement about the flight?

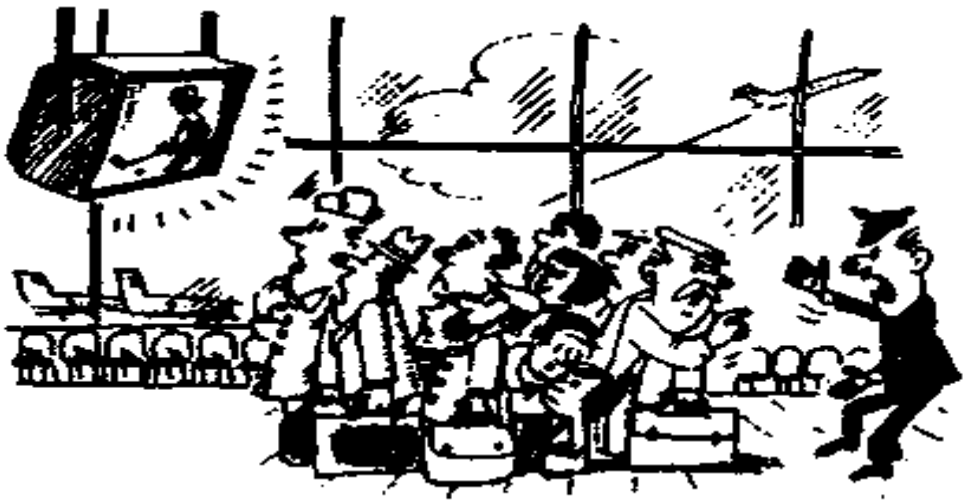
* * *

1. To what Soviet city are you flying soon?
2. By what plane will you fly?
3. When will you leave Moscow?
4. When will you arrive in that city?

Ex. 24. Give extensive answers.

1. Why do people make reservation for flights in advance?
2. Why do people usually arrive at the airport an hour or an hour and a half before the take-off time?
3. What do passengers usually do when they check in at the airport?
4. Are clerks at check-in desks usually very busy? Why?
5. Why must information clerks at large airports speak some foreign languages?
6. What kind of place is a departure lounge?
7. Do planes always leave on time? Why can there be a delay?

Ex. 25. a) Look at the picture.



«I'm telling you again. The plane is taking off.»

b) Answer the questions.

1. These people are in the departure lounge, aren't they?
2. Have they heard the announcement about their flight?
3. Why aren't they getting on the plane?
4. They are watching a hockey match * onTV, aren't they?
5. Do you think the match is interesting? Why do you think so?
6. What is the pilot ** telling the passengers?
7. Why aren't they listening to him?
8. Are they late for the flight?

b) Describe the picture.

c) Say what the people will do in a few minutes.

Ex. 26. Speak on the topics.

1. Moscow airports.
2. The flight you have made lately.

Ex. 27. Act out dialogues based on the following assignments:

1. You are in Mr Brown's office. Speak about your flight to London. Tell him that you are interested in buying their machines. Discuss with him the delivery terms of the future contract.
2. Mr Brown has just come to Moscow. Ask him about his flight. Mr Brown is interested in your equipment. Discuss the prices with him. Give him a 5% discount.

UNIT VII

WRITTEN PRACTICE

Ex. 28. Translate into English.

1. Мой друг уезжает в отпуск на следующей неделе. Он собирается поехать в Гурзуф.
2. В следующем месяце мы подпишем контракт на компрессоры с фирмой «Блейк энд Ко». Фирма начнет поставлять компрессоры через полгода.
3. Через три дня в нашем кинотеатре будет идти новая цветная комедия. Мы собираемся посмотреть ее.
4. Наш директор уезжает в Лондон послезавтра. Он будет вести переговоры с несколькими фирмами. Он пробудет в Лондоне месяц.

Ex. 29. Write down questions on the situation: Our General Director will go to Prague next week. He'll go there by plane.

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* a hockey match ['hɔki 'mætʃ] — хоккейный матч
** a pilot ['pailət] — пилот

Ex. 30. Translate into English.

— Могу я заказать билет на самолет в Париж?
— Да.
— Когда вылетает самолет?
— Самолет вылетает в 10.30 утра и прилетает в Париж в 13.00.
— Это меня устраивает. Когда мне надо приехать за билетом?
— Завтра или послезавтра.

* * *

Шереметьево — очень крупный аэропорт. Каждый день сюда прибывает много самолетов из разных городов нашей страны и других стран.

* * *

— Самолет в Токио вылетает вовремя?
— Нет, возможно, он задержится на час или полтора. Пройдите, пожалуйста, в зал ожидания и подождите там сообщение о рейсе.
— Спасибо.

Ex. 31. Write about your last flight.

UNIT VIII

VOCABULARY

1. **an airport** ['εəpɔ:t] *n* — аэропорт
   e.g. I've never been to Sheremetyevo airport.
2. **hundred** ['hʌndrəd] *n* — сто
   three hundred people
   but: **hundreds of people**
3. **a plane** [plein] *n* — самолет
   to go / to get | **to London by plane**
4. **to land** [lænd] *v* — приземляться
   e.g. Our plane landed at Sydney airport.
5. **to take off** ['teik 'ɔf] *v* — вылетать, отправляться
   e.g. Planes for Moscow take off from Heathrow Airport in London.
6. **thousand** [θauzənd] *n* — тысяча
   six thousand people
   thousands of | **places / books**

7. **a passenger** ['pæsɪndʒə] *n* — пассажир
8. **to get on** ['get 'ɔn] (**got, got**) *v* — садиться (на самолет, в поезд, на автобус)

to get on | **the plane** / **the train**

9. **to get off** ['get 'ɔf] *v* — сходить с

to get off | **the plane** / **the train**

10. **a reservation** [ˌrezə'veɪʃn] *n* — предварительный заказ (на номер в гостинице и т.д.)

to make a reservation for | **a flight** / **a plane** / **a train**

11. **a flight** [flaɪt] *n* — рейс, полет
to make a flight — совершать полет
12. **in advance** [əd'vɑːns] — заранее
to book seats three days / **to arrive at the airport an hour** | **in advance**
13. **to fly (flew, flown)** [flaɪ, fluː, floun] *v* — летать
to fly from London to Moscow
to fly back to Novosibirsk
to fly home
e.g. We flew to Riga by the TU-154
14. **back** [bæk] *adv* — обратно, назад

to be / **to come** / **to fly** | **back**

15. **to arrive** [ə'raɪv] — прибывать, приходить

to arrive in | **a country** / **a city** / **a place**

to arrive at | **an airport** / **an office**

to arrive home
16. **to check in** ['tʃek 'ɪn] *v* — регистрироваться
to check in at an airport
a check-in desk — место регистрации
17. **a passport** [pɑːspɔːt] *n* — паспорт
18. **to put (put, put)** [put] *v* — класть
19. **luggage** ['lʌgɪdʒ] *n* — багаж
hand luggage — ручной багаж

heavy / **much** / **little** / **a lot of** | **luggage**

20. **scales** [skeɪlz] *n* — весы
21. **to pay (paid, paid)** [peɪ, peɪd] *v* — платить
to pay for smth.
e.g. You must pay for the goods in 10 days.
22. **extra** ['ekstrə] *adj* — дополнительный (сверх нормы)

extra | **work** / **payment** / **ticket** — лишний билет

23. **a charge** [tʃɑːdʒ] *n* — цена, плата (часто за услуги)

e.g. What are the charges at this hotel for bed and breakfast?

24. **to take (took, taken)** [teɪk, tuk, teɪkn] *v* — брать

e.g. Don't take this book.

to take out — вынимать

25. **a couple** [kʌpl] *n* — пара, два

a couple of | **magazines** / **catalogues**

26. **then** [ðen] *adv* — тогда

27. **a boarding pass** [ˈbɔːdɪŋ ˈpɑːs] *n* — посадочный талон

28. **information** [ˌɪnfəˈmeɪʃn] *n* — информация, сведения

to have / to receive / to require / to send | **some / little / much** | **information**

The information is | **interesting / new**

The information on (about) smth.

e.g. Have you received any information on the latest equipment of Brown & Co?

information desk — справочный стол

Слово **information** не употребляется с неопределенным артиклем. Глагол с этим словом всегда употребляется в единственном числе.

e.g. The information is very interesting.

29. **to leave (left, left)** [liːv, left] *v* — уезжать, покидать, уходить, отправляться

to leave | **the country / the city / home**

to leave for | **Moscow / France** — уезжать в

e.g. We are leaving Moscow for Riga next week.

30. **on time** — вовремя (в точно назначенное время).

syn.: in time

e.g. Voronin arrived at the airport in time. The train arrived on time.

31. **a delay** [dɪˈleɪ] *n* — задержка, опоздание

a delay of two hours

to come / to leave / to arrive | **with a delay**

32. **probably** [ˈprɔbəbli] *adv* — вероятно

33. **over** [ˈouvə] *prep* — больше чем, свыше

e.g. Over five hundred people work for this company.

34. **a departure lounge** [dɪˈpɑːtʃə ˈlaundʒ] *n* — зал для отъезжающих пассажиров

35. **to wait** [weit] *v* — ждать

to wait for | **a plane** / **a train** / **a friend**

36. **an announcement** [ə'naunsmeənt] *n* — объявление

e.g. At 10 o'clock we heard the announcement about our flight.

37. **to hear (heard, heard)** [hiə, hə:d] *v* — слышать

to hear — слышать (физическая возможность) **to listen** — слушать

e.g. I can't hear you very well. You can listen to English lessons on TV.

38. **to collect** [kə'lekt] *v* — забирать, взять

to collect | **things** / **luggage** / **tickets**

39. **a hand** [hænd] *n* — рука
40. **a gate** [geit] *n* — зд. выход к самолету
41. **non-stop** *adj* — беспосадочный
42. **million** [miljən] *n* — миллион

two million people
millions of people

43. **a condition** [kən'diʃn] *n* — условие
44. **foggy** ['fɔgi] *adj* — туманный
45. **windy** ['windi] *adj* — ветреный

e.g. It was windy last week.

46. **true** [tru:] *adj* — правдивый, верный

e.g. That's true — Верно (правильно)

Speech Pattern

I am going to fly to Moscow tomorrow — Я собираюсь лететь в Москву завтра

УЧЕБНИК АНГЛИЙСКОГО ЯЗЫКА

ДЛЯ ДЕЛОВОГО ОБЩЕНИЯ

Часть 2

13—5558

LESSON 1

Grammar:	1. Grammar Revision (Tenses and Modal Verbs).
	2. Reported Speech (косвенная речь).
Text:	Arriving in London.

UNIT I

GRAMMAR

SECTION I

TENSES AND MODAL VERBS (REVISION)

Step 1. **Check how well you remember.**

Ex. 1. a) Use the correct tense-forms.

1. Planes for London (to leave) from Sheremetyevo airport.
2. When the plane (to leave)? The plane (to take off) in ten minutes.
3. Last year we (to spend) our holiday in Sochi. The weather (to be) fine. We (to swim) and (to sunbathe) a lot.
4. — How long you (not to see) Mr Bell?
   — I (not to see) him since last year.
5. The plant (to be going) to produce a new model of compressors. We hope that the model (to be) in great demand.
6. I just (to look through) the morning mail and now I (to be going) to write some letters.
7. The English seaside (to become) very popular lately.
8. — Where is Mr Brown now?
   — He (to clarify) some business matters with the customers.

b) Choose the correct modal verbs.

1. We (can, must, may) deliver the goods only next September.
2. — (Can, must, may) I smoke here?
   — Yes, you (can, must, may).
3. Passengers (can, must, may) come to the airport an hour before the take-off time.
4. — (Can, must, may) I open my suit-case?
   — No, you (cannot, mustn't, mayn't, needn't).

5. (Can, must, may) I watch television, mother?
— No, you (cannot, mustn't, mayn't, needn't), Bob. It's too late.

Step. 2. **Practise the use of tenses and modal verbs.**

Ex. 2. Ask and answer as in the model.

— The secretary **is looking through the** ↘ **mail** now.
— Does she always **look through the mail at** ↗ this time?
— ↘Yes, she ↘ does. (↘ No, not ↘ always).

Prompts: 1. to read cables and letters; 2. to have talks; 3. to have lunch; 4. to have an English lesson; 5. to watch television; 6. to spend a holiday in the Crimea.

Ex. 3. Say and respond as in the model.

— **I haven't seen Mr Bell** for a long ↘ time.
— When did you last ↘ **see him?**
— I saw him last ↘ year.

Prompts: 1. to do business with Bell and Co; 2. to receive offers from Brown and Co; 3. to buy goods from Green and Co; 4. to receive enquiries from Blake and Co; 5. to go skiing; 6. to be to the Caucasus.

Ex. 4. Ask and answer as in the model.

— Can you **read the** ↗ **letter** now?
— ↘ No, I ↘ can't. I must speak to the General Di ↘ rector. I can **read it** in half an ↘ hour.

Prompts: 1. to look through the offer for compressors; 2. to go to the plant; 3. to clarify the delivery dates; 4. to meet the inspectors; 5. to collect the mail; 6. to make a reservation for the flight.

Ex. 5. Say and respond as in the model.

— I **look through English magazines** every ↘ day.
— Must you do it ↗ every day?
— ↘ No, I ↘ needn't, but I ↘ like to.

Prompts: 1. to listen to English lessons on television; 2. to look through French journals; 3. to work in the garden; 4. to read English newspapers; 5. to translate from English into Russian.

SECTION II

REPORTED SPEECH

Step I. Statements.

Ex. 6. Read the following sentences:

1. Mr. Blake: "We usually sell goods on CIF terms."
2. Mr. Smith: "Our plane will take off on time."
3. Mr. Bell: "I flew to Moscow by an Aeroflot plane last month."

* * *

1. Mr. Blake **says** (that) they usually **sell** goods on CIF terms.	Mr. Blake **said** (that) they usually **sold** goods on CIF terms.
2. Mr. Smith **says** (that) their plane **will take off** on time.	Mr. Smith **said** (that) their plane **would take off** on time.
3. Mr. Bell **says** (that) he **flew** to Moscow by an Aeroflot plane last month.	Mr. Bell **said** (that) he **had flown** to Moscow by an Aeroflot plane the previous month.

Если прямая речь вводится глаголом в прошедшем времени, то при переводе прямой речи в косвенную соблюдается правило согласования времен:

Simple Present → Simple Past
Simple Past → Past Perfect
Simple Future → Future in the Past

Повествовательные предложения при переводе из прямой речи в косвенную вводятся союзом **that**, который может опускаться.
Личные и притяжательные местоимения в прямой речи заменяются в косвенной речи по смыслу

1) указательные местоимения

this заменяется на	**that**
these заменяется на	**those**

2) обстоятельства места и времени заменяются следующим образом:

here на	**there**
now	**then**
today	**that day**
yesterday	**the day before**
ago	**before**
last	**the previous** ['pri:viəs] (предыдущий)
in	**later**
tomorrow	**the next day**
the day after tomorrow	**in two days**
next	**following** ['fɔlouiŋ] (последующий)

Ex. 7. Say as in the model.

Mrs Bell: "**Jim came home very ↘ late last night.**"
Mrs Bell says **Jim came home very ↘ late last night.**

Prompts: 1. Mr Blake: "The weather is too cold in Moscow in February." 2. Mr Bell: "Your prices are very high. We can't accept them." 3. Betsy: "You were 10 minutes late for the lesson yesterday." 4. The General Director: "We must clarify the matter as soon as possible". 5. Voronin: "We require the compressors in July." 6. The passenger: "I haven't collected my luggage yet." 7. Lavrov: "I am leaving Moscow for London next week."

Step 2. **Interrogative sentences. Special questions.**

Ex. 8. Read the following sentences:

1. Mr. Bell: "What discount can you give us, Mr Lavrov?"

2. The office manager: "Why did you send the enquiry to Blake and Co. so late?"
3. John: "When will Lavrov fly to London?"
4. — "How long have you known Mr. Bond?"

* * *

1. Mr. Bell **asks** what discount Lavrov **can give** him.	Mr. Bell **asked** Lavrov what discount he **could give** him.
2. The office manager **asks** why we **sent** the enquiry to Blake and Co. so late.	The office manager **asked** us why we **had sent** the enquiry to Blake and Co. so late.
3. John **would like to know** when Lavrov **will fly** to London.	John **wondered*** when Lavrov **would fly** to London.
4. I **wonder** how long you **have known** Mr. Bond.	I **wondered** how long he **had known** Mr. Bond.

Порядок слов в косвенном вопросе такой же, как в повествовательном предложении, т. е. сказуемое ставится после подлежащего.

Ex. 9. Say as in the model.

Mr Blake: "**How many compressors are you going to ↘ buy, Mr Voronin?**"
Mr Blake asks (wonders, would like to know) **how many compressors Voronin is going to ↘ buy.**

Prompts: 1. Mr Bell: "How long has Mr Lavrov been to London?" 2. Mr Blake: "How many airports are there in Moscow?" 3. Mrs Bell: "What was the weather like in Moscow last autumn?" 4. The secretary: "Who are you waiting for, Mr Brown?" 5. Mrs Blake: "What time do your children usually go to bed, Ann?" 6. Lavrov: "Where did your family spend their holiday last summer, Mr Bell?" 7. Voronin: "When will the plane land in London?"

* to wonder ['wʌndə] — интересоваться

General questions

Ex. 10. Read the following sentences:

1. Mr Bell: "Are you busy all day, Mr Lavrov?"
2. Mrs Bell: "Do you like active holidays, Mr. Voronin?"
3. Tom: "Have you seen any interesting comedy lately, Nancy?"
4. Mr Blake: "Will Mr. Voronin be back at 12?"

* * *

1. Mr Bell **asks** Lavrov if (whether) he **is** busy all day.	Mr Bell **asked** Lavrov if (whether) he **was** busy all day.
2. Mrs Bell **asks** Voronin if (whether) he **likes** active holidays.	Mrs Bell **asked** Voronin if (whether) he **liked** active holidays.
3. Tom **asks** Nancy if (whether) she **has seen** any interesting comedy lately.	Tom **asked** Nancy if (whether) she **had seen** any interesting comedy lately.
4. Mr Blake **asks** if (whether) Voronin **will be back** at 12.	Mr Blake **asked** Voronin if (whether) he **would be back** at 12.

Общие вопросы в косвенной речи вводятся с помощью союзов **if** или **whether** ['weðə], соответствующих в русском языке частице "ли".

Ex. 11. Say as in the model.

Mary: **"Will you be here to ↗ morrow?"**
Mary asks me if **I'll be here to ↘ morrow.**

Prompts: 1. The office manager: "Have you translated the letter, Nancy?" 2. Mr Blake: "Do our goods meet your requirements, Mr Voronin?" 3. Voronin: "Are you heavy with orders now, Mr Blake?" 4. Lavrov: "Is the General Director coming tomorrow?" 5. Susan: "Did you enjoy the film, Mother?" 6. Jim: "Will you pick me up at 3, Father?" 7. Lavrov: "Can I get to Brighton by car?"

3. Do you often or seldom go on business?
4. When did you last go on business?
5. Your friend is on business in England now, isn't he? How long has he been there?
6. When will your director go on business? What country is he going on business to?

a visit to

Ex. 19. a) Read the model.

> I am going to ↘ **London** soon. It will be my ↘ first visit to the city.

b) Say where you are going soon and if it will be your first visit to that place.

to impress

Ex. 20. a) Ask and answer as *in the model.*

> — What does Lavrov think of ↘ **London?**
> — Oh, **the city** has impressed him very ↘ much.

Prompts: 1. the Likhachev plant; 2. the Baltic coast; 3. the Aksakovo boarding-house; 4. Gagra; 5. Italy; 6. Hyde Park.

b) Say what impressed | you in (London); your friend in (Kiev); Lavrov in (London).

traffic

Ex. 21. a) Ask and answer as *in the model.*

> — Is there much or little traffic in ↗ **Kiev (Klin)?**
> — ↘ Yes, the traffic is ↘ heavy (little) there, especially in the ↘ centre of the city.

Prompts: 1. Paris; 2. New York; 3. Tokyo; 4. Tver; 5. Gagra; 6. Sochi.

b) Say in what Soviet (foreign) cities there is much (little) traffic.

UNIT V

KEY STRUCTURES AND SPECIAL POINTS

Articles

Ex. 22. Supply the articles where necessary.

1. If you want to get a room at ... hotel in Sochi in summer you must reserve accommodation in advance. ... Sochi hotels are full during summer time.
2. When I arrived at ... hotel it was already late.
3. ... Rossya Hotel is in the centre of the city. It is ... large and comfortable hotel.
4. Sokolniki park is ... very popular park in Moscow. ... park is always full on hot summer days.

Tenses

Ex. 23. a) Supply the correct tenses.

Mr Blake (to arrive) in Moscow to have talks with Soyuzexport. Lavrov (to meet) him at Sheremetyevo airport.

Lavrov: Good morning, Mr Blake. Nice to see you here in Moscow.

Mr Blake: Good morning, Mr Lavrov. I (to be) glad to see you too. I (not to see) you since we (to meet) in London.

Lavrov: Right. You (to have) a nice flight?

Mr Blake: Thank you. It (to be) very nice.

Lavrov: I (to think) it (to be) your first visit to Moscow, ... it?

Mr Blake: Yes, I never (to be) here before.

Lavrov: Moscow (to be) a beautiful city. You (to like) it.

Mr Blake: I hope, I shall. We (to go) to the hotel now?

Lavrov: Yes. I (to reserve) a room for you at the Metropol Hotel.

Mr Blake: It (to be) in the centre of the city?

Lavrov: Sure. It (to take) us an hour to get there by car.

b) Say what you have learned about:

Mr Blake's arrival in Moscow.

Prepositions

Ex. 24. a) Supply the correct prepositions or adverbs:

Mr and Mrs Blake and their children decided* to spend the week end ... the seaside ... Brighton. As the hotels are usually full ... weekends Mr Blake phoned the Hove hotel ... Thursday and reserved rooms... advance. ... Friday evening they arrived ... the hotel.

Blake: Good evening! My name's Blake. I reserved two rooms ... your hotel ... the weekend.
Receptionist: That's right. We've reserved a single and a double room** ... you ... two nights ... the fourth floor. Is it all right?
Blake: Thank you. What's the price ... the rooms?
Receptionist: £*** ... ... breakfast.
Blake: Fine. We'll take them.
Receptionist: Will you, please, fill ... the forms? (The Blakes fill ... the forms.)
Receptionist: Thank you. The porter will take you up ... your rooms ... the lift. Here are the keys ... your rooms.
Blake: What time is breakfast?
Receptionist: Any time ... 7 ... 9.

b) Say what you have learned from the dialogue about:

1. the Hove Hotel; 2. the rooms the Blakes reserved for the weekend.

Miscellaneuos

Ex. 25. Choose and use.

for, during

1. Last month Voronin went to London on business ... 20 days. ... his visit to London he signed a large contract with Blake and Co for chemical equipment.
2. My friend has just gone to the Crimea. He will stay there ... three weeks. ...his holiday he will swim and sunbathe.
3. ... the talks our engineers discussed the price problem with the British businessmen. The talks were difficult and they lasted ... many hours.

---

* to decide [di'said] — решить
** a double room — номер на двоих
*** £ = a pound [paund] — фунт стерлингов

4. Last summer we went on a short trip to Leningrad. We stayed at the Moskva hotel ... a week. ... our stay we saw a lot of beautiful places in and outside Leningrad.

Ex. 26. Are you going on business? Fill in the declaration.

Keep for the duration of your stay in the USSR or abroad. Not renewable in case of loss.

Persons giving false information in the Customs Declaration, or to Customs officers shall render themselves liable under laws of the USSR.

CUSTOMS DECLARATION

Full name _____

Citizenship _____

Arriving from _____

Country of destination _____

Purpose of visit _____
(business, tourism, private, etc.)

My luggage (including hand luggage) submitted for Customs inspection consists of _____ pieces.

With me and in my luggage I have:

I. Weapons of all descriptions and ammunition _____

II. Narcotics and appliances for the use thereof _____

III. Antiques and objects of art (paintings, drawings, icons, sculptures, etc.) _____

IV. U.S.S.R. rubles, U.S.S.R. State Loan bonds, Soviet lottery tickets _____

V. Currency other than USSR rubles (bank notes, exchequer bills, coins), payment voucher (cheques, bills, letters of credit, etc.), securities (shares, bonds, etc.) in foreign currencies, precious metals (gold, silver, platinum, metals of platinum group) in any form or condition, crude and processed natural precious stones (diamonds, brilliants, rubies, emeralds, sapphires and pearls), jewelry and other articles made of precious metals and precious stones, and scrap thereof, as well as property papers:

Description	Amount/quantity		For official use
	in figures	in words	
US Dollars			
Pounds Sterling			
French Francs			
Deutschemarks			

VI. USSR rubles, other currency, payment vouchers, valuables and any objects belonging to other persons _____

I am aware that, in addition to the objects listed in the Customs Declaration, I must submit for inspection: printed matter, manuscripts, films, video- and sound recordings, postage stamps, pictorial matter, etc., as well as items not for personal use.

I also declare that my luggage sent separately consists of _____ pieces.

(Date) _____ 199 ___ Owner of luggage _____

(signed)

Сохраняется на все время пребывания в СССР или за границей.
При утере не возобновляется.

Сообщение неправильных сведений в таможенной декларации, а также сотруднику таможни влечет за собой ответственность на основании законодательства Союза ССР.

ТАМОЖЕННАЯ ДЕКЛАРАЦИЯ

Фамилия, имя, отчество _____

Гражданство _____

Из какой страны прибыл _____

В какую страну следует _____

Цель поездки (деловая, туризм, личная и т. п.) _____

Мой багаж, включая ручную кладь, предъявляемый для таможенного контроля, состоит из _____ мест

При мне и в моем багаже имеются:

I. Оружие всякое и боеприпасы _____

II. Наркотики и приспособления для их употребления _____

III. Предметы старины и искусства (картины, рисунки, иконы, скульптуры и др.) _____

IV. Советские рубли, облигации государственных займов СССР и билеты советских лотерей, а также чеки В/О "Внешпосылторг" и отрезные чеки Внешторгбанка СССР в рублях серии "А". _____

V. Другая валюта (кроме советских рублей), (банкноты, казначейские билеты, монеты), платежные документы (чеки, векселя, аккредитивы и другие) фондовые ценности (акции, облигации и другие) в иностранной валюте, драгоценные металлы (золото, серебро, платина, металлы платиновой группы) в любом виде и состоянии, природные драгоценные камни в сыром и обработанном виде (алмазы, бриллианты, рубины, изумруды, сапфиры, а также жемчуг), ювелирные и другие бытовые изделия из драгоценных металлов и драгоценных камней и лом таких изделий, а также имущественные документы.

Наименование	Количество		Отметки таможни
	цифрами	прописью	
Доллары США			
Фунты стерлингов			
Французские франки			
Марки ФРГ			

VI. Принадлежащие другим лицам советские рубли, другая валюта, платежные документы, ценности и любые предметы _____

Мне известно, что наряду с предметами, поименованными в декларации, подлежат обязательному предъявлению для контроля: произведения печати, рукописи, кинофотопленки, видео,. и звукозаписи, почтовые марки, изобразительные материалы и т. п., равно как и предметы не для личного пользования.

Также заявляю, что отдельно от меня следует принадлежащий мне багаж в количестве _____ мест.

_____ 199 г.

Подпись владельца ручной клади и багажа _____

UNIT VI

SPEECH EXERCISES

Ex. 27. a) Read the dialogue.

Remember: **to visit** — посещать
life [laif] — жизнь
to bring [brɪŋ] — приносить, относить

Mr and Mrs Taylor and their two sons and a daughter have arrived in New York for a few days. The Taylors have never been there before and they decided **to visit** New York to see **the life** of this big city, its parks, beautiful houses, cinemas and other places. Now they are at the reception-desk at the Hilton Hotel.

Receptionist: Good evening, sir.
Taylor: Good evening. My name is Taylor.
Receptionist: Oh yes, sir. I've got your letter here. We have three rooms for you. Two double rooms and a single room with baths. You are staying with us for a week, Mr Taylor, aren't you?
Taylor: Yes, we'll be here till Thursday afternoon.
Receptionist: Please, fill in the forms.
Taylor: Sure. Which floor are the rooms on?
Receptionist: The second floor. I hope you'll like them. They are very quiet. You've got telephones and television-sets in the rooms. Here are the keys to your rooms. You can see the lift on your left. The porter will take your luggage upstairs.
Taylor: Where is the breakfast room?
Receptionist: On the ground floor.

Taylor: I see. Oh, will you please phone us tomorrow morning at 7 o'clock. We would like to have early morning tea.

Receptionist: Very well. The maid* will **bring** it to your room.

Taylor: Thank you.

b) Ask questions on the text.
c) Say what you have learned from the dialogue about:

1. the purpose of the Taylors' visit to New York; 2. the rooms which the family reserved at the hotel.

Ex. 28. a) Read the dialogue.

Note the pronunciation:
1. **Canada** ['kænədə] — Канада
2. **a café** ['kæfeɪ] — кафе
3. **Scotland** ['skɔtlənd] — Шотландия

Remember: to find [faɪnd] — находить

Phil Brown is speaking to the clerk at the travel agency**.

Mr Brown: Good morning. I'm from **Canada.** My wife and I would like to spend a week in a small quiet place. No cinemas, no concert-halls, no **cafés**. Only a lot of sunny days if we can order that. Could you recommend a good place to go to?

The clerk: You'll **find** some quiet places in **Scotland.**

Mr Brown: You see, we'd like to stay in a place close to London.

The clerk: What about a small hotel in the country? We can make a reservation for you at one of the hotels.

Mr Brown: That's good.

Mrs Brown: Do you know, Phil, what I'm thinking about? You remember the Jones were in England last year.

Mr Brown: Yes, I certainly do. They have never stopped*** talking about it since.

Mrs Brown: They spent a day in Blackpool. They had a room in a comfortable hotel there. They say it was so beautiful. Let's go there too.

---

* a maid [meɪd] — горничная
** an agency ['eɪdʒensɪ] — агентство
*** to stop [stɔp] — прекращать

The clerk: But it's not a quiet place, I'm afraid. It's a very popular resort. It has hundreds of hotels and boarding-houses and thousands of people.

Mrs Brown: Oh, that means cinemas, concert-halls, cafés!

Mr Brown: All right! Please reserve accommodation for us at one of these holiday camps. But why did I take my fishing rod* then?

b) Say what you have learned from the dialogue about:

1. The clerk's recommendations where to have a quiet rest;
2. Blackpool.

c) Think and answer.

1. Why did Mr Brown want to have a quiet rest in a place near London?
2. Why did Mrs Brown want to go to Blackpool?
3. Why did Mr Brown agree to spend the holiday in Blackpool?

d) Give your viewpoint: only a popular resort is a good place for rest.

Ex. 29. a) Read the story.

Remember: to make a report [ri'pɔ:t] — делать доклад

Note the pronunciation:
1. **New Orleans** ['nju:ɔ:lɪənz]
2. **Nickolas** ['nɪkələz]
3. **Ingram** ['ɪŋrəm]

The St Gregory Hotel, New Orleans, was busy. There were many people at the reception-desk. A middle-aged** Negro*** with a suit-case in his hand came up to the receptionist and said: "Good morning. I'm doctor Nickolas. You have a reservation for me."

"Yes, sir. Will you check in, please," the receptionist said before he looked up. But when he did, he said, "The hotel is full."

The Negro smiled and said, "The hotel sent a letter which says that you have a reservation for me."

"I'm sorry, but we haven't any accommodation at the moment. We are having a conference here."

"I know. It's a conference of doctors. I'm one of them."

"I'm very sorry, but I can't help you."

"Can I speak to the manager in this case?" the Negro

---

* a fishing-rod ['fɪʃɪŋ rɔd] — удочка
** middle-aged ['mɪdl'eɪdʒd] — средних лет
*** a Negro ['ni:grou] — негр

asked. A few minutes later the manager came up to the reception-desk.

"Mr Bailey, I've told this gentleman that the hotel is full," the receptionist said.

"But I've said I have a reservation," Dr Nickolas said.

"We'll see what we can do."

"Just a moment. You tell me the hotel is full, but your people are checking visitors in. Do they have some special kind of reservation, I wonder?"

"Jim Nickolas!" A small middle-aged man came up to the Negro.

"Oh, Dr Ingram! How good to see you."

"How are you, Jim, my boy? No, don't answer! I can see you are fine. I've heard much about you."

"Thank you," Dr Nickolas said.

"You are going **to make a report,** I know. And I'll have the pleasure to introduce* you to the conference. You know they made me President this year. Let's meet in the hall in the evening and have a talk. Give me your room number."

"I'm s.rry, Dr Ingram, but they say I can't get a room at the St Gregory. Probably it's my colour."

For some minutes Dr Ingram couldn't speak. Then he said: "I promise** you, Jim, there will be a room, or we'll all leave this hotel."

(After "Hotel" by A. Hailey)

b) Say what you have learned from the story about:

1. the St Gregory Hotel; 2. Dr Nickolas and the purpose of his visit to New Orleans; 3. Dr Ingram.

c) Think and answer.

1. Why did the doctors who came to the conference stay at the St Gregory Hotel?
2. Why was Mr Ingram happy to meet Dr Nickolas?
3. Do you think he will help Dr Nickolas to get accommodation at the hotel? Why?

Ex. 30. Read the letter.

What is the letter about?

---

* to introduce [intrə'djuːs] — представлять

** to promise ['prɔmɪs] — обещать

The clerk: But it's not a quiet place, I'm afraid. It's a very popular resort. It has hundreds of hotels and boarding-houses and thousands of people.

Mrs Brown: Oh, that means cinemas, concert-halls, cafés!

Mr Brown: All right! Please reserve accommodation for us at one of these holiday camps. But why did I take my fishing rod* then?

b) Say what you have learned from the dialogue about:

1. The clerk's recommendations where to have a quiet rest;
2. Blackpool.

c) Think and answer.

1. Why did Mr Brown want to have a quiet rest in a place near London?
2. Why did Mrs Brown want to go to Blackpool?
3. Why did Mr Brown agree to spend the holiday in Blackpool?

d) Give your viewpoint: only a popular resort is a good place for rest.

Ex. 29. a) Read the story.

Remember: to make a report [ri'pɔ:t] — делать доклад

Note the pronunciation:
1. **New Orleans** ['nju:'ɔ:lɪənz]
2. **Nickolas** ['nɪkələz]
3. **Ingram** ['ɪŋrəm]

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"Yes, sir. Will you check in, please," the receptionist said before he looked up. But when he did, he said, "The hotel is full."

The Negro smiled and said, "The hotel sent a letter which says that you have a reservation for me."

"I'm sorry, but we haven't any accommodation at the moment. We are having a conference here."

"I know. It's a conference of doctors. I'm one of them."

"I'm very sorry, but I can't help you."

"Can I speak to the manager in this case?" the Negro

---

* a fishing-rod ['fɪʃɪŋ rɔd] — удочка
** middle-aged ['mɪdl'eɪdʒd] — средних лет
*** a Negro ['ni:grou] — негр

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"Mr Bailey, I've told this gentleman that the hotel is full," the receptionist said.

"But I've said I have a reservation," Dr Nickolas said.

"We'll see what we can do."

"Just a moment. You tell me the hotel is full, but your people are checking visitors in. Do they have some special kind of reservation, I wonder?"

"Jim Nickolas!" A small middle-aged man came up to the Negro.

"Oh, Dr Ingram! How good to see you."

"How are you, Jim, my boy? No, don't answer! I can see you are fine. I've heard much about you."

"Thank you," Dr Nickolas said.

"You are going **to make a report,** I know. And I'll have the pleasure to introduce* you to the conference. You know they made me President this year. Let's meet in the hall in the evening and have a talk. Give me your room number."

"I'm sorry, Dr Ingram, but they say I can't get a room at the St Gregory. Probably it's my colour."

For some minutes Dr Ingram couldn't speak. Then he said: "I promise** you, Jim, there will be a room, or we'll all leave this hotel."

(After "Hotel" by A. Hailey)

b) Say what you have learned from the story about:

1. the St Gregory Hotel; 2. Dr Nickolas and the purpose of his visit to New Orleans; 3. Dr Ingram.

c) Think and answer.

1. Why did the doctors who came to the conference stay at the St Gregory Hotel?
2. Why was Mr Ingram happy to meet Dr Nickolas?
3. Do you think he will help Dr Nickolas to get accommodation at the hotel? Why?

Ex. 30. Read the letter.

What is the letter about?

---

* to introduce [ˌintrəˈdjuːs] — представлять

** to promise [ˈprɔmɪs] — обещать

149 Salisbury Street,
London, SW 7Z 3AH

Telegraphic Address: Popoff, London.
Telephone: 01 234 3678

LJT/MN 3rd September, 1986

Mr H. Ferry
73 Priory Grove,
Wigan,
Lancs.

Dear Sir,

Thank you for your letter of 31st August in which you asked if it would be possible for you to have a room on the Ground Floor in the Hotel Splendido in El Kabab for your holiday at Christmas. Mr Omar, the manager, assures us that this is possible, so we have made a reservation in your name.

We hope that you will enjoy your holiday.

Yours faithfully,*

L J Thomas

L. J. Thomas
Manager.

Ex. 31. Answer the following questions:

1. Is it always necessary to go through the Customs when you go to a foreign country?
2. What does a customs officer usually ask passengers to do when they come up to his desk?
3. What things are liable to duty?

---

* yours faithfully — с уважением

* * *

1. Do you always stay at a hotel when you go on business?
2. When and where did you last stay at a hotel?
3. What was the name of the hotel?
4. What kind of accommodation did you have?
5. What did you write in a form when you arrived at the hotel?
6. Did you enjoy your stay at this hotel? Why?

* * *

1. Why do people usually go to post-offices?
2. What can people buy at post-offices?
3. In what case do people send urgent telegrams?
4. What can you buy from a slot-machine in our country?

Ex. 32. Speak on the topics.

1. Moscow hotels.
2. My stay at a hotel.

Ex. 33. Act out dialogues based on the following assignments:

1. Mr Brown is interested in your latest model of planes. Receive Mr Brown at your office and ask him a few questions about the hotel he is staying at. Then discuss the price and terms of delivery.
2. You are going to visit a plant in Manchester. Phone the manager of the plant and ask him to make a reservation for you and your inspectors at a hotel.
3. Phone Mr Camp. Tell him that you have studied their catalogues and quotation. The quality of their television equipment meets your requirements and you would like to meet him to discuss prices, terms of payment and delivery. Make an appointment with Mr Camp.

UNIT VII

WRITTEN PRACTICE

Ex. 34. a) Change the following sentences in direct speech into reported speech.

1. Mr Blake: "The Embassy Hotel is in the center of London."

2. Voronin: "How much time will it take you to get to London by plane?"
3. The immigration officer: "What's the purpose of your trip?"
4. The secretary: "At what hotel must I reserve accommodation for Mr Blake?"
5. Voronin: "It didn't take us long to discuss the price."
6. The office manager: "You'll go on business to Great Britain'.
7. Mr Blake: "At what hotel did you stay when you were in London?"
8. Mr Bell: "Has the porter given you the key to your room?"
9. Nancy: "Will you go to London by train or by plane?"

b) Write what Mr Blake, Voronin, Nancy ... said or asked.

Ex. 35. Write questions on the basis of the following situations:

1. Our director is going on business to a foreign country.
2. I stayed at a hotel during my trip to New York.

Ex. 36. Translate into English.

Недавно я был в командировке в Англии. Я поехал туда, чтобы обсудить предложение фирмы "Блейк энд К°" с г-ном Брауном, президентом этой фирмы. Мы долетели до Лондона за три с половиной часа. Так как у меня не было вещей, которые облагаются пошлиной, мне понадобилось немного времени, чтобы пройти таможенный досмотр.

В аэропорту меня встретил мой старый друг. Он работает сейчас в торгпредстве и находится в Лондоне уже два года. Я был рад снова увидеть его.

Мы сели в машину и поехали в гостиницу.

В гостинице администратор попросил меня заполнить бланк. Я написал свою фамилию и адрес. Он дал мне ключ от моей комнаты. Пришел портье, взял мой багаж, и мы поднялись в лифте на седьмой этаж. Номер был на одного человека, с ванной. Большое окно делало комнату светлой и уютной.

Мы с другом выпили кофе и поехали в торгпредство.

Ex. 37. Write about the hotel you stayed at during your holiday (business trip).

VOCABULARY

1. **business** *n* — *эд.* **командировка**
   to go / to come / to be | **on business**
   e.g. Mr Blake is on business here. Do you often go on business?
2. **passport control** [kən'troul] — паспортный контроль
   to go through passport control — проходить паспортный контроль
3. **a purpose** ['pə:pəs] — цель
4. **a visit** ['vizit] *n* — визит, посещение
   visit to a | **plant / city / country**
5. **to visit** *v* — посещать
   to visit a | **plant / city**
6. **a trip** [trip] *n* — поездка
   to be / to go | **on a trip**
   to make a trip
   e.g. I'd like to make a trip to the Caucasus this year.
7. **order** ['ɔ:də] *n* — порядок
   to be in order
   e.g. Your passport is in order.
8. **Customs house** — таможня
   to go through the customs — проходить таможенный досмотр
   e.g. You must go through the customs when you go to a foreign country.
9. **to declare** [di'klɛə] *v* — заявлять о вещах, запрещенных к ввозу и вывозу за границу
10. **to be liable to duty** ['laiəbl tə 'dju:ti] — подлежать обложению *пошлиной*
    e.g. Cigarettes are liable to duty.
11. **to be duty-free** — не полежать обложению пошлиной
    e.g. A block of cigarettes is duty-free.
12. **to open** ['oupən] *v* — открывать
13. **a suit-case** ['sju:tkeis] *n* — чемодан
14. **personal** ['pə:sənəl] *adj* — личный
    personal | **matters / luggage / things**
    e.g. Personal things are duty-free.

15. **necessary** ['nesəsəri] *adj* — **необходимый**
e.g. It's necessary to discuss this matter in detail.

16. **to mark** [mɑːk] *v* — **отмечать, делать отметки, маркировать**

17. **a stay** [stei] *n* — **пребывание**
stay { **at a hotel** / **in a country** }
e.g. Did you enjoy your stay in our country?

18. **to take** *v* — **отвозить**
to take smb. to { **a hotel** / **a ministry** / **an airport** }
e.g. We met Mr Blake at the airport and took him to the Rossiya Hotel.

19. **a centre** ['sentə] *n* — **центр**
the centre of the city

20. **a way** [wei] *n* — **путь, дорога**
on the way { **to the Ministry** / **to the airport** / **home** / **back** }
e.g. On the way home I met my friend.

21. **to impress** [im'pres] *v* — **впечатлять, производить впечатление**
e.g. The film impressed me.

22. **bright** [brait] *adj* — **яркий**

23. **a bus** [bʌs] *n* — **автобус**
to go by bus
to get on a bus
to get off a bus
e.g. I got off the bus near the Rex cinema.

24. **traffic** ['træfik] *n* — **уличное движение**
much / **heavy** / **little** } **traffic**

25. **left-hand** *adj* — **левый**
left-hand traffic — **левостороннее движение**
e.g. There is left-hand traffic in England.

26. **to reserve** [ri'zəːv] *v* — **заказывать /номер в гостинице, билет/**
to reserve a { **room** / **table** / **seat** }
e.g. It's necessary to reserve accommodation at the hotel in advance.

27. **to check** [tʃek] *v* — **проверять**

28. **single** [siŋgl] *adj* — **единственный, одиночный**

a single room — номер на одного человека

29. **private** ['praɪvɪt] *adj* — частный, личный

private | **house** / **car** / **room**

30. **a number** ['nʌmbə] *n* — номер

e.g. What's the number of your room?

31. **to fill in** [fɪl] *v* — заполнять

32. **a form** [fɔːm] *n* — бланк

to fill in a form

33. **a key** [kiː] *n* — ключ

the key to a room

34. **to call** [kɔːl] *v* — звать, позвать

35. **a porter** ['pɔːtə] *n* — портье

36. **a post-office** ['poust'ɔfɪs] *n* — почта

37. **a postcard** ['poustkaːd] *n* — почтовая открытка

38. ***a stamp*** [*stæmp*] *n* — марка

39. **an envelope** ['envɪloup] *n* — конверт

40. **a slot machine** ['slɔt mə'ʃiːn] *n* — автомат

41. **airmail** ['ɛəmeɪl] *n* — авиапочта

by airmail — авиапочтой

e.g. I often send letters by airmail.

42. **regular** ['regjulə] *adj* — регулярный

by regular mail — обычной почтой

e.g. Send this letter by regular mail.

43. **a parcel** [paːsl] *n* — посылка

44. **a telegram** ['telɪgræm] *n* — телеграмма

45. **ordinary** ['ɔːdɪnərɪ] *adj* — простой, обычный

ordinary | **mail** / **telegram** / **letter**

46. **urgent** ['əːdʒənt] *adj* — срочный

urgent | **telegram** / **delivery**

47. **express** [ɪks'pres] *adj* — скорый, срочный

express telegram

48. **life** [laɪf] *n* — жизнь

49. **to bring** [brɪŋ] *v* — приносить

(brought [brɔːt], **brought)**

50. **a report** [rɪ'pɔːt] *n* — доклад

to make a report — делать доклад

51. **to find** [faɪnd — находить

(found [faund], **found)**

Speech pattern

It takes me an hour to get to the office. — Мне нужен час, чтобы добраться до офиса.

LESSON 2

Grammar:	1. Absolute Forms of Possessive Pronouns (абсолютные формы притяжательных местоимений). 2. Degrees of Comparison of Adjectives (степени сравнения прилагательных). 3. Reported Requests and Commands (просьбы и приказания в косвенной речи).
Text:	Getting about London.

UNIT I

GRAMMAR

SECTION 1

ABSOLUTE FORMS OF POSSESSIVE PRONOUNS

Step 1. **Read the dialogue.**

— Whose magazine is this? Is it **yours**?
— No, **mine** is in the desk. Judy was here during lunch. I think, it's **hers**.

В отличие от простой формы притяжательных местоимений **my, your, our** и т. д., которые ставятся перед существительными, притяжательные местоимения в абсолютной форме употребляются самостоятельно, т. е. вместо существительных.

Step 2. **Study the table and remember the pronouns.**

Whose book is this?	It's	my her his our your their	book.	It's	mine hers his ours yours theirs

Step 3. **Practise the use of possessive pronouns.**

Ex. 1. Say and respond as in the model.

— My brother is an ↘ **actor.** And what about ↘ yours?
— Mine is an engi ↘ neer.

Prompts: 1. an economist; 2. a manager; 3. a receptionist; 4. a hotel manager; 5. a porter; 6. an airport clerk; 7. an inspector; 8. a doctor; 9. a customs officer; 10. an engineer.

Ex. 2. Ask and answer as in the model.

— Is it ↗ **Mike's suit-case?**
— ↘ No, it's ↘ not his. It's ↘ mine.

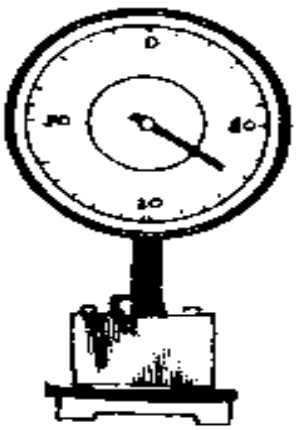
Prompts: 1. Helen's room; 2. the Lavrovs' suit-case; 3. our key; 4. Peter's boarding-pass; 5. the children's desk; 6. our ticket.

SECTION II

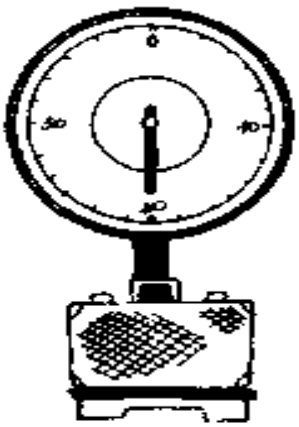
DEGREES OF COMPARISON OF ADJECTIVES

a) The degrees of comparison of one- and two-syllable adjectives.

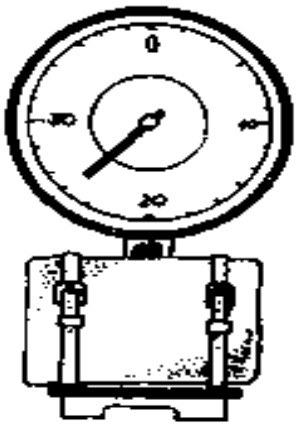
Step 1. **Look at the pictures and read the sentences.**



This is a **heavy** suit-case.



This is a **heavier** suit-case.



This is the **heaviest** suit-case.

Сравнительная степень (comparative degree) односложных и ряда двусложных прилагательных образуется прибавлением суффикса **-er** [ə]: old — older. После прилагательного в сравнительной степени может стоять союз **than**: The pencil is longer than the pen.
Превосходная степень (superlative degree) образуется прибавлением суффикса **-est** [ɪst]: oldest. Перед прилагательным в превосходной степени ставится определенный артикль.

Spelling Difficulties

1. busy	busi-**er**	busi-**est**	Конечная буква **-y** меняется на **-i**. Конечная согласная удваивается после краткой гласной.
2. hot	hott-**er**	hott-**est**	

Step 2. **Practise the use of the degrees of comparison of adjectives.**

Ex. 3. Form the comparative and superlative degrees of the following adjectives:

cold, wet, dry, early, few, full, fine, high, hot, lazy, large, lovely, long, light, late, nice, new, quiet, small, sunny, short, young.

Ex. 4. Say and respond as in the model.

— My **office** is very ↘ **large.**
— But Petrov's office is ↘ larger. It's the largest office in our ↘ company.

Prompts: 1. a block of flats (high); 2. a district (quiet); 3. Vnukovo Airport (busy); 4. the AZLK Plant (large); 5. Gorki Park (nice).

Ex. 5. Answer as in the model.

— **Is Minsk as large as ↗ Leningrad?**
— ↘ No, Leningrad is ↘ **larger**. It's one of the largest cities in our ↘ country.

Prompts: 1. Is Gorki Park as quiet as Sokolniki Park? 2. Is Kiev as sunny as Sochi? 3. Is Komsomolsk as young as Tolyatti? 4. Is Bykovo Airport as busy as Vnukovo Airport? 5. Is Kharkov as old as Kiev? 6. Is September as lovely as May?

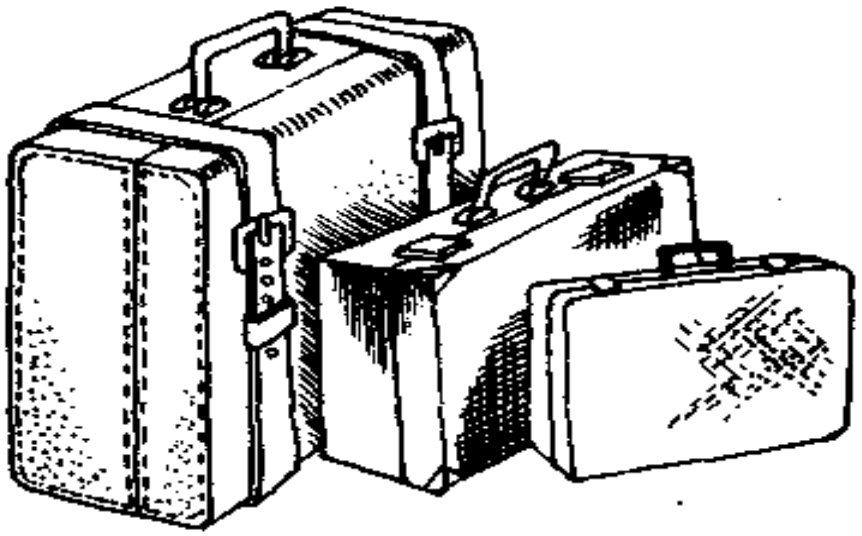
Ex. 6. Ask and answer as in the model.

— Is **Suhumi a ↗ nicer place** than Alushta?
— Oh, ↘ yes, it's the ↘ nicest place I've ever been to.

Prompts: 1. New York (a large city); 2. Kuskovo (a quiet park); 3. Tashkent (a hot place); 4. the Povtorny (a small cinema); 5. Norilsk (a cold place).

b) Irregular degrees of comparison

Step 1. **Look at the pictures and read the sentences.**



This suit-case is **better** than the other two. It is **the best** suit-case.

This suit-case is **worse** than the other two. It is **the worst** suit-case.

Некоторые прилагательные образуют сравнительную степень от других корней:
good — better — best
bad — worse — worst [wə:st]
little — less — least [li:st]
many / much — more [mɔ:] — most [moust]

Step 2. **Practise the use of the degrees of comparison of adjectives.**

Ex. 7. Ask and answer as in the model.

> — Are there ↗ many **people in your company?**
> — ↘ Yes, I think there are more than ↘ 100 people in our company.

Prompts: 1. engineers — at the office; 2. cinemas — in Moscow; 3. blocks of flats — in your street; 4. books — in your shelves; 5. new districts — in Moscow; 6. hotels — in Moscow.

Ex. 8. a) Read the model.

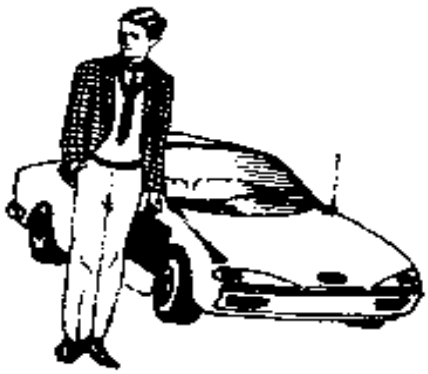
> This **film** is ↗ better (worse) than **the film** I saw last ↘ week.
> Actually it's the ↘ best (worst) **film** I've seen lately.

b) Compare two comedies (newsreels, musicals, detective films, etc.) you have seen.

c) The degrees of comparison of many-syllable adjectives

Step 1. **Look at the pictures and read the models.**

This car is **comfortable.**



This car is **more comfortable.**

This car is **the most comfortable.**

This house is **attractive.**

This house is **less attractive.**

This house is **the least attractive.**

Многосложные прилагательные и большинство двусложных образуют сравнительную степень при помощи **more** "более", **less** "менее" и превосходную — при помощи **most**, **least**.

Step 2. Practise the use of the degrees of comparison of adjectives.

Ex. 9. Form the comparative and superlative degrees of the following adjectives:

comfortable, beautiful, difficult, attractive, favourite, possible, popular, interesting.

Ex. 10. Answer as in the model.

— **Is Manchester as beautiful as ↗ London?**
— ↘ No, certainly ↘ not. London is a ↘ more beautiful city. It's one of the most beautiful cities in ↘ England.

1. Is Odessa as popular as Sochi?
2. Is the Rossia Hotel as beautiful as the Kosmos Hotel?
3. Is the "Berezka" TV-set as expensive as the "Temp" TV-set?
4. Is the "Lada" car as comfortable as the "Volga" car?
5. Is the English language as difficult as the Russian language?

SECTION III

REPORTED REQUESTS AND COMMANDS

Step 1. **Read the dialogue.**

a) — Please, make an appointment with Mr Roy for Tuesday.
— Sorry, what did you ask?
— I **asked** you **to make** an appointment with Mr Roy for Tuesday.

b) — Look through the quotation from Dunn & Co, please.
— Sorry, I didn't hear you.
— I **told** you **to look through** the quotation of Dunn & Co.

c) — Don't read in bed.
— Sorry, what did you say?
— I told you not to read in bed.

При передаче просьбы в косвенной речи употребляется глагол **to ask** /просить, спрашивать/, а для передачи приказания — **to tell** /сказать/.

Step 2. **Practise reported requests and commands.**

Ex. 11. Respond as in the model.

— Could you **open the** ↗ **window**, please?
— Did you ask me to **open the** ↗ **window?**
— ↘ Yes, I ↘ did.

Prompts: 1. to put the luggage on the scales; 2. to give me an airmail stamp; 3. to answer the letter now. 4. to take Mr Green to his room; 5. to fill in a form; 6. to reserve accommodation for Mr Brown.

Ex. 12. a) Respond as in the model.

John: What did the director ↘say? Mike: He told me **to give an answer to Green & Co** to↘day.

Prompts: 1. to go on business to Kiev; 2. to meet the customers at the Trade Delegation; 3. to go to the Seller's plant; 4. to clarify some matters with Mr Brown; 5. to fax this letter to the Seller.

b) Say what your General Director told you to do during your office hours yesterday.

Ex. 13. a) Read the model.

— Your friend **smokes a ↘ lot.** — I'll ask him ↘ not to smoke so much.

b) What will you ask or tell your friend not to do if:

1. he watches television too much; 2. he reads in bed; 3. he goes to the cinema too often; 4. he swims in cold water; 5. he spends too much time on the beach; 6. he reads too many detective stories.

UNIT II

SPEECH PATTERN

Pattern:

Most of the streets in London are not very wide.

Ex. 14. Ask and answer as in the model.

— What can you say about **Kiev ↘ parks?** — Most of the parks are very ↘ green.

Prompts: 1. London advertisements; 2. Sochi beaches; 3. Moscow hotels; 4. the blocks of flats in new districts of Moscow; 5. Soviet resorts.

WORKING ON THE TEXT

Getting about London

What is London?

We can say that it is one of the largest cities in **the world**, that it is one of the world's most **important ports** and that it is **the capital** of Great Britain.*

But all these answers do not give any idea of London.

London is more than two thousand and five hundred years old. About seven million people live there. There are more than 10 thousand **streets** in London.

Most of the streets are not very **wide** and most of the **buildings** are not **tall**, but **multistorey** buildings **have** also **appeared** in London and **almost** all of them are hotels and offices.

London **Underground** (or Tube) is the oldest and longest in Europe.** There are eleven different **lines** with more than 500 **stations**.

Although London is a **crowded** and **noisy** city you can **find** many pleasant parks and green **squares** there.

Regent's Park*** is the most beautiful park and Hyde Park is the largest, it is one of the most popular places of rest of Londoners on hot summer days.

There are three **main parts** in London: the City, the West End[1] and the East End[2].

The oldest part of London is the City, the business centre. But the political centre is Westminster**** which is in the West End.

The West End is **famous** for its **rich shops**, hotels, restaurants, cinemas, **museums** and other places of interest. Only rich people live there.

The East End is another part of London. Many houses there are poor and many streets are narrow and dirty.

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* Great Britain ['greɪt 'brɪtən] — Великобритания
** Europe ['juərəp] — Европа
*** Regent's Park ['riːdʒənts] — Ридженте — Парк
**** Westminster ['westmɪnstə] — Вестминстер

The East End is famous for its docks* but they have closed. Now people **are building** houses there. Already there are offices, shops and restaurants, a cinema and a large hotel for a modern traveller. By 2000 there will be a **sports**** centre a shopping centre, an airport and many other new buildings.

There is so much to see in London that **even** Londoners can always find new **sights**. They like to say: "When a man is tired of London, he is tired of life."

Asking the Way

On the first day of his stay in London Borisov **went sightseeing**. He saw Piccadilly***, one of the most famous streets of London. Then he **decided** to go to the British Museum. He asked a **passer-by** to show him the way there.

Borisov: **Escuse me,** can you **tell** me the way to the British Museum?

Passer-by: I certainly can. It's a 30 minutes' **walk** from here, but if you want to get there **quickly** you can go by bus from Oxford Circus.****

Borisov: How do I get to Oxford Circus?

Passer-by: Go **straight on, turn** right **at the traffic lights** and in three minutes you are there.

Borisov: What bus do I take?

Passer-by: **The 73**[3].

Borisov: At what **stop** do I get off?

Passer-by: At Great Russel Street.***** The bus stops at the museum.

Borisov: **One more thing**[4]: how long will it take me to get to the museum?

Passer-by: Not more than 15 minutes.

Borisov: Many thanks.

Passer-by: **Not at all**[5].

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* dock — док

** sport [spɔ:t] — спорт

*** Piccadilly ['pikə'dili] — Пиккадилли

**** Oxford Circus ['ɔksfəd 'sə:kəs] — Оксфорд Серкус, название площади в Лондоне

***** Great Russel Street ['greit 'rʌsl 'strit] — Грейт Рассел Стрит, название улицы в Лондоне

Notes:

1. **The West End** — Уэст-Энд, фешенебельный район Лондона
2. **The East End** — Ист-Энд, рабочий район Лондона
3. **the 73** — маршрут 73, **but: bus 73** — автобус 73
4. **one more thing** — И еще (вопрос).
5. **Not at all.** — Не стоит (благодарности).

Ex. 15. Read the text.

Ex. 16. Agree or disagree. Give your reasons.

1. London is the capital of Great Britain.
2. London is a young city.
3. Most of the streets are wide and most of the buildings are high.
4. Multistorey buildings have not appeared in London.
5. London Underground is not the longest in Europe.
6. There are no quiet places in London.
7. The oldest part of London is the City.

* * *

1. Borisov saw the British Museum, after that he went to see Piccadilly.
2. He did not know how to get to the British Museum.
3. It was a 30 minutes' walk to the British Museum.
4. Borisov walked to the museum.
5. He took bus 73 to get to the museum.

Ex. 17. Say what you have learned from the text about:

1. London — the capital of Great Britain; 2. London Underground and parks; 3. three main parts of London.

Ex. 18. Think and answer.

1. Why are London's streets not very wide and the buildings are not very tall?
2. Why is London a crowded and noisy city?
3. Why do Londoners like to say: "When a man is tired of London, he is tired of life?"

* * *

1. Why did Borisov go sightseeing on the first day of his stay in London?
2. Why did he decide to go to the British Museum?
3. Why did he ask a passer-by the way to the British Museum?

WORKING ON WORDS

to be famous for

Ex. 19. a) Read the model.

London is famous for its rich mu\seums.

b) Say what Leningrad (Moscow, New York, etc.) is famous for.
c) Now say what Chekhov (Tolstoy, Repin, etc.) is famous for.

at about in about for about

Ex. 20. a) Ask and answer as in the models.

— At what time **will** the manager **be\back?** — At about 2 o'\clock.

— When will the manager **be back from the\talks?** — In about a quarter of an\hour.

Prompts: 1. to finish the talks; 2. to reserve accommodation; 3. to come back from the plant; 4. to collect the mail; 5. to go to Sheremetyevo Airport.

b) Read the model.

The talks will last for about three\hours.

c) Say how long the film (lesson, flight, lunch, business trip, etc.) will last.

to decide

Ex. 21. a) Read the models.

1. We decided **to go to the Pushkin Mu\seum.**

b) Say what you are going to do next weekend.

2. We decided not to go **to the threatre** to ↗night (because our daughter is not ↘ well).

c) Say why you decided not to go to:

the Pushkin Museum, Gorki Park, Red Square, the Arbat restaurant, the country, the seaside.

d) Now say why you decided not to see the new film (to go to the Caucasus by car, etc.).

a thirty minutes' walk

Ex. 22. a) Ask and answer as in the model.

— Can you tell me the shortest way to **Hyde ↗ Park?**
— ↘ Certainly. Go straight ↘ on. It's a 10 minutes' walk from ↘ here.

Prompts: 1. the British Museum; 2. Oxford Street; 3. Regent's Park; 4. Piccadilly Circus; 5. the nearest post-office; 6. the Soviet Trade Delegation.

UNIT V

KEY STRUCTURES AND SPECIAL POINTS

Articles

Ex. 23. a) Supply the articles or possessive pronouns where necessary.

1. I met Ann in ... street yesterday.
2. ... Oxford street is in the centre of London.
3. My friends live in ... quiet street of Lvov.

* * *

— There are many squares in New York.
— Is there ... square near your hotel?
— Yes, ... square is very beautiful. It's ... Madison Square.

* * *

1. ... Moscow Underground is the most beautiful in the world.
2. Is there ... underground in Minsk?
3. Arbat street is a long way from here. You must go there by ... underground.
4. — Which underground station must I take to get to Tverskaja Street?
   — Take ... underground at Nogin Square station.

* * *

— I like that building. What is it?
— It's ... museum.
— What museum is it?
— It's ... Tolstoy Museum.
— Have you been to ... museum?
— Yes, many times.

* * *

Moscow

When I come to Moscow I always reserve ... accommodation at ... Metropol Hotel. I think it is better than any other hotel.

It is in ... Marx Prospect*, ... very wide street with eight lines of traffic.

... Metropol Hotel is only ... few minutes' walk from ... Red Square**. If you want to go by ... underground you can take ... underground at ... Revolution Square station which is near ... hotel.

... Moscow Underground is ... most famous in ... world, ... stations are beautiful and bright.

I saw many places of interest in Moscow: ... Lenin Museum, the Kremlin where I saw Lenin's flat and ... study.

There are about 60 museums in Moscow and it is difficult to see all of them during ... month. I like ... Red Square very much. In earlier days "red" meant "beautiful". It is really beautiful, and I do not know if ... Red Square is more beautiful in summer or in winter.

* a prospect ['prɔspəkt] — проспект
** a square [skweə] — площадь

There are ... lot of parks in Moscow and many squares are as beautiful as parks.

Every evening I walked through ... Alexandrovsky Park near the Kremlin. On Saturday I liked to go to ... Gorki Park, my favourite of all ... Moscow parks.

(After "Holidays among the Russians" by D. Gusack)

b) Say what the author writes about:

1. her favourite hotel in Moscow; 2. places of interest of Moscow; 3. Moscow parks.

Tenses

Ex. 24. a) Supply the correct tense-forms.

At a Bus Stop

Yesterday Linda (to decide) to go to Hyde Park. She (not to know) what bus to take there and (to ask) a woman who (to be) at the stop.

Linda: What bus I (to take) to Hyde Park, please?
Woman: (To take) the 79A.
Linda. It (to stop) here?
Woman: Yes, one just (to leave).
Linda: How long it (to take) me to get there?
Woman: It (to take) you about half an hour to get there at this time of the day. There (to be) a lot of traffic now. Look, bus 79A (to come).
Linda: Thank you so much.

b) Say what you have learned about the woman's instructions how to get to Hyde Park.

Prepositions

Ex. 25. a) Supply the correct prepositions or adverbs where necessary.

When Mr Brown was ... business ... Moscow he stayed ... the Rossiya Hotel. One afternoon he decided to see the Friendship* House, one ... the most beautiful buildings ... the centre ... Moscow.

Brown: Excuse me, can you tell me the way ... the Friendship House... Kalinin Avenue**?

---

* friendship ['frendʃip] — дружба
** an avenue ['ævinju:] = a prospect

Passer-by: The Friendship House? Let me see. Well, if you want to get ... there quickly take the underground ... Nogin Square.

Brown: Where do I get ...?

Passer-by: Get ... ... Kalininskaya, but you must change at* Kuznetsky Most.

Brown: Where do I go ... Kalininskaya underground station?

Passer-by: When you leave ... the station turn ... the left and go straight ... ... five minutes. You can't miss the building**. It's very beautiful.

Brown: Thanks a lot.

Passer-by: Not at all.

b) Ask questions on the dialogue.
c) Act out the dialogue.

Miscellaneous

Ex. 26. a) Choose and use.

sorry, excuse me

1. "..., can you tell me the way to Highgate tube station?"
   "..., I don't know."
2. "..., I'm a bit late."
3. "..., are you getting off at the next stop?"
4. "..., what bus must I take to get to the British Museum?"
5. "..., Mr Brown wants you on the phone."
6. "Can I speak to Mr White?"
   "..., he is not in now."

b) What will you say, if:

1. you could not come to the lesson; 2. you want to ask the way to the nearest underground station; 3. you want to get information about the plane's take-off time; 4. you don't know the way to the nearest post-office; 5. you would like to know where to check in for the flight; 6. you can't answer the teacher's question; 7. you can't hear your friend on the phone.

---

* to change (at) — сделайте пересадку (на)
** You can't miss the building. — *зд.* Вы обязательно обратите на здание внимание (не пройдете мимо).

SPEECH EXERCISES

Ex. 27. a) Read the dialogue.

Mr Dunn is in Moscow on business now. Last Friday he had talks with Soyuzexport. After the talks he decided to walk to the Rossiya Hotel where he is staying. He stopped a passer-by in Kalinin Avenue to ask him the way.

Dunn: Excuse me, how do I get to the centre of the city?

Passer-by: Which part of the centre do you want?

Dunn: Red Square.

Passer-by: Take a bus or the underground. It'll take you long to walk there.

Dunn: Never mind, I'd like to walk, as I want to see the city on my way to the hotel.

Passer-by: Then you may walk along* Kalinin Avenue to Manezh Square and from there to Red Square. You will see many beautiful sights on the way. There is the Friendship House in Kalinin Avenue. It's one of the most beautiful buildings in Moscow. And in Red Square you will see the Kremlin, the Lenin Mausoleum** and St Basil's Cathedral***.

Dunn: Thanks a lot.

Passer-by: It's a pleasure.

b) Say what you have learned from the dialogue about:

1. Mr Dunn; 2. the sights Mr Dunn could see on his way.

c) Act out the part of the dialogue, where the passer-by tells Mr Dunn how to walk to Red Square.

d) Think and answer.

Why did Mr Dunn want to see the city on his way to the hotel?

---

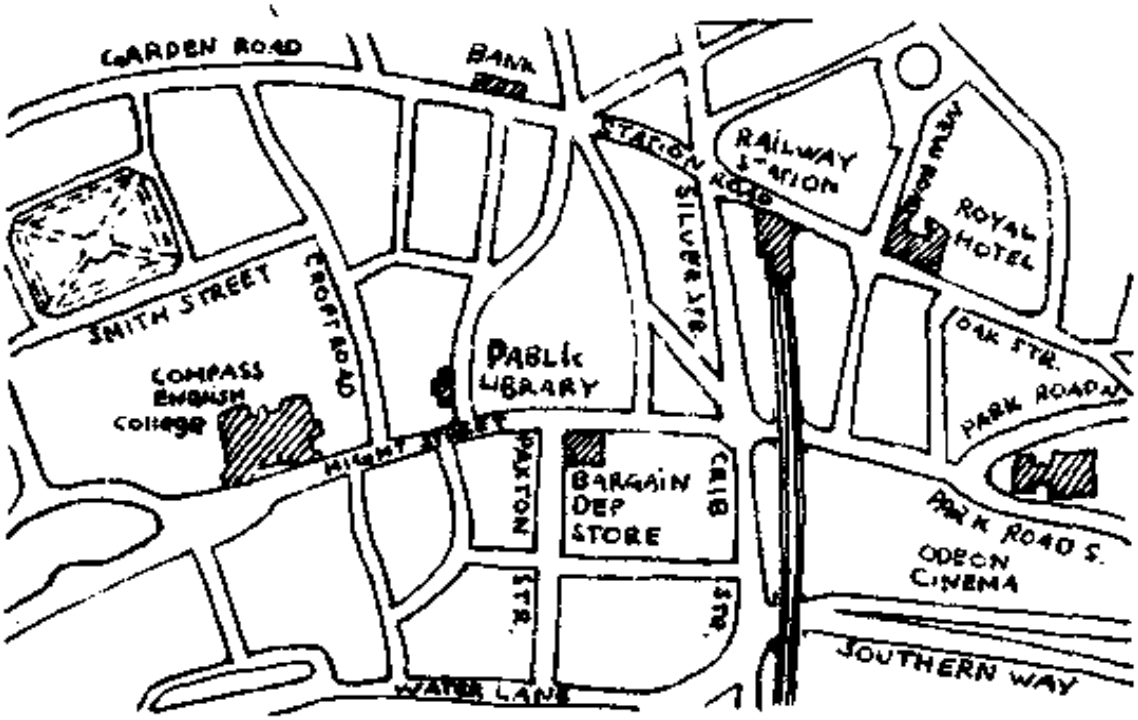
* along [ə'lɔŋ] — вдоль, по

** the Lenin Mausoleum [mɔːsə'liəm] — мавзолей Ленина

*** St Basil's Cathedral [sn'bæzlz kə'θiːdrəl] — собор Василия Блаженного

* * *

Ex. 28. Look at the map.



Imagine, you are in a foreign city and want to get to different places. Make up dialogues with a passer-by and ask him:

1. How to walk:
   a) from Paxton Street to the Odeon Cinema
   b) from Silver Street to the Bank.
2. What bus to take to:
   a) the Royal Hotel from Garden Road
   b) the Odeon Cinema from Paxton Street

Ex. 29. Answer the following questions:

1. How many people live in Moscow?
2. What is Moscow famous for?
3. Which is the oldest part of Moscow?
4. What changes in Moscow can you speak about?

* * *

1. Why is Moscow a busy and crowded city?
2. Can you find a quiet place in Moscow?
3. What are the largest and most popular parks in Moscow?
4. What places in Moscow do you know where Lenin lived and worked?

5. What places of interest of Moscow can you recommend foreign businessmen to visit?

* * *

1. Do you live in an old or in a new district of Moscow?
2. How long have you lived there?
3. What places of interest are there in your district?
4. Is it more convenient to live in a new or in an old district of Moscow? Why?

Ex. 30. a) Read the story.

Remember: a coat [kout] — пальто

A Cake of Soap*

Normal Gortsby sat on a narrow bench** in the park. From the bench he could see the street with its noisy and heavy traffic. It was 30 minutes past six and it was almost dark***.

There was an old poor man in a brown coat on the bench near him. Some minutes later he left and soon after that a young man sat down on the bench. He said: "Today I've made the worst mistake**** in my life."

"Yes?" said Gortsby.

"I came to London this morning. It's my first visit to this city, you know. When I checked in at the hotel I went out to send a letter to my mother and to buy a cake of soap, as I don't like hotel soap. I walked a little but when I decided to come back to the hotel I couldn't remember its name or the name of the street it is in. And I'm afraid I'll spend the night in the park, as I have got no money***** and no friends in London. Do you find my story impossible?" asked the young man.

"I don't find your story impossible but I don't think that you can show me the soap," said Gortsby.

The young man began looking for****** the soap in his coat. "I've lost******* it," he said in a moment.

"It's too much to lose a hotel and a cake of soap on one afternoon," said Gortsby.

---

* a cake of soap ['keɪk əv 'soup] — кусок мыла
** a bench [bentʃ] — скамья
*** dark [dɑk] — темный
**** a mistake [mɪs'teɪk] — ошибка
***** money ['mʌnɪ] — деньги
****** to look for — искать
******* to lose, lost, lost [luːz, lɔst] — терять

The young man did not say a word and left.

A few minutes later Gortsby saw a small white parcel* near the bench. Yes, it was a cake of soap. Gortsby went to look for the young man. He saw him at the traffic lights.

"I'm sorry I didn't believe you. Here is some money and your cake of soap. Don't lose it again. It has been a good friend to you," said Gortsby.

The young man thanked Gortsby and said "Good-bye!"

When Gortsby came back to the bench he saw the old poor man in the brown coat near that bench.

"What are you looking for?" Gortsby asked him.

"I've lost a cake of soap."

(After "*Dusk*" by Saki)

b) Say what you have learned from the story about:

1. the young man who spoke to Gortsby; 2. the old man whom Gortsby met in the park.

c) Think and answer:

1. Why did the young man tell Gortsby his story?
2. What did Gortsby mean when he said: "This cake of soap has been a good friend to you"?

Ex. 31. Act out dialogues on the basis of the following assignments:

1. Meet Mr Glen, the manager of White & Co.
   Ask Mr Glen how Moscow impressed him. Discuss the quality of the goods you are going to sell.
2. Visit Mr Green in his office in London. Ask him what places of interest he can recommend you to see. Discuss the dates and the terms of delivery for the machines you are interested in.
3. Meet Mr Dunn at your office. Ask him about the places of interest he has seen in Moscow. Discuss the prices of your equipment. Agree to give him a discount.

UNIT VII

WRITTEN PRACTICE

Ex. 32. Use the correct form of the adjectives. Write down the sentences.

1. My flat is (large) than my friend's flat.

* a parcel — *зд.* сверток

2. My son had (many) lessons today than yesterday.
3. Moscow is (large) city of our country.
4. Our buses are (comfortable) than double-deckers.
5. This is (beautiful) park I have ever seen.
6. This is (good) book I have ever read.
7. The weather today is (bad) than it was yesterday.

Ex. 33. Translate into English.

1. Кто самый популярный актер этого года?
2. Гостиница "Метрополь" более комфортабельная, чем гостиница "Берлин".
3. В Лондоне больше парков, чем в любом другом городе Англии.
4. Петров знает больше иностранных языков, чем другие инженеры нашей фирмы.
5. Это самый лучший самолет, на котором я когда-либо летал.
6. Не останавливайтесь в этой гостинице, она самая плохая в городе.
7. Погода завтра будет хуже, чем сегодня.

Ex. 34. Translate into English.

Нью-Йорк

Нью-Йорк — самый большой город США (the USA). В нем живет более девяти миллионов человек.

Нью-Йорк известен широкими и прямыми авеню, высокими зданиями, богатыми музеями.

Бродвей (Broadway) — одна из самых интересных улиц мира. Там вы можете увидеть много ресторанов, кинотеатров, магазинов. Это самая длинная улица города.

Уолл-Стрит (Wall-Street) — одна из самых старых и коротких улиц Нью-Йорка. На этой улице много банков, известных во всем мире.

В течение многих лет самым высоким зданием было Эмпайр стейт билдинг (the Empire State Building).Позднее появились более высокие здания

Но не все районы города такие красивые, как центр. В Нью-Йорке много грязных, перенаселенных районов с узкими улицами. В этих районах живут рабочие.

Ex. 35. Write about the city you have visited lately.

UNIT VIII

VOCABULARY

1. **the world** [wə:ld] *n.* — мир, вселенная
   e.g Our company is doing business with different countries of the world.
   in the world — в мире
   all over the world — во всем мире
   the world's largest — самый большой в мире

Существительное **world** всегда употребляется с определенным артиклем. Оно может употребляться в притяжательном падеже.

2. **important** [im'pɔ:tənt] *adj* — важный
   important | **information** / **event**
   e.g. This order is very important to us. It's important for us to discuss the matter today.
3. **a port** [pɔ:t] — порт
   at the port — в порту
   to come into a port — войти в порт
   to arrive at a port — прибыть в порт
4. **a capital** ['kæpitəl] *n* — столица
5. **about** [ə'baut] *adv* — примерно, около
   e.g. I'll be back in about 10 minutes.
6. **a street** [stri:t] *n* — улица
   in the street — на улице
   e.g. I met him in Pushkin street yesterday.

Перед названием улиц и площадей артикль не употребляется.

7. **wide** [waid] *adj* — широкий
   wide street
8. **a building** ['bildiŋ] *n* — здание
   large / **small** | **building**
9. **to build** [bild] *v* — строить
   to build houses, underground, etc.
10. **tall** [tɔ:l] *adj* — высокий
    tall | **building** / **block of flats** / **man**
11. **multistorey** ['mʌlti'stɔ:ri] *adj* — многоэтажный
    multistorey | **building** / **block of flats** / **office** / **hotel**
    e.g. My friend lives in a multistorey block of flats.
12. **to appear** [ə'piə] *v* — появляться
    e.g. A lot of multistorey buildings have appeared in our district lately.

13. **almost** ['ɔlmoust] *adv* — почти
e.g. Almost all engineers of our firm go on business every year.

14. **an underground** ['ʌndəgraund] *n* — метро
in the underground — в метро
to take the underground — садиться в метро
to get / to go | **by underground**
underground | **trains / station**
e.g. Take the underground at Oxford Circus.

Обратите внимание на отсутствие артикля: Moscow / London } underground Oxford Circus / Nogin Square } underground station

15. **a line** [lain] *n* — линия, *эд.* линия метро
underground / telephone | **line** — телефонная линия

16. **a station** ['steiʃn] *n* — станция, вокзал
underground / large / nearest | **station**

17. **although** [ɔl'ðou] *conj* — хотя

18. **crowded** ['kraudid] *adj* — полный, переполненный
to be crowded with | **visitors / people / holiday-makers / cars**

19. **noisy** ['nɔizi] *adj* — шумный
noisy | **street / airport / children / traffic**
e.g. It's noisy here.

20. **a square** [skwεə] *p* — сквер, площадь
in a square

21. **main** [mein] *adj* — главный, основной
the main | **street / part / problem**

22. **a part** [pa:t] *n* — часть
part of the | **city / country**
e.g. In what part of Moscow do you live?

23. **a shop** [ʃɔp] *n* — магазин
to buy smth. at a shop

24. **famous** ['feɪməs] *adj* — известный

famous | **city** / **novel** / **actor**

famous for smth.

e.g. Brighton is famous for its beaches.

25. **a restaurant** ['restrɔŋ] *n* — ресторан

e.g. The other day I had dinner at the Arbat Restaurant.

> Перед названием ресторанов употребляется определенный артикль.

26. **rich** [rɪtʃ] *adj* — богатый

rich people

27. **a museum** [mju:'zɪəm] *n* — музей

e.g. There are a lot of famous pictures at at the Pushkin museum.

> Перед названием музеев употребляется определенный артикль.

28. **pleasant** ['plezənt] *adj* — приятный

pleasant | **park** / **woman**

e.g. It's pleasant to sit in a quiet park.

28. **a place of interest** — достопримечательность

> A place of interest — то, что принято считать интересным для показа, например: музеи, картинные галереи и т. д.

to visit / **to see** / **to show** | **places of interest**

e.g. What places of interest of Moscow have you seen?

30. **poor** [puə] *adj* — бедный

poor | **houses** / **people** / **districts**

to be of poor quality — быть низкого качества

e.g. The goods of this company are of poor quality

31. **narrow** ['nærou] *adj* — узкий

narrow | **street** / **beach**

32. **dirty** ['də:tɪ] *adj* — грязный

33. **working-class** *n* — рабочий класс

working-class people

34. even ['i:vən] *adv* — даже

35. **sights** [saɪts] *n* — достопримечательности

> **Sights** — более широкое понятие, чем **places of interest.** Включает и просто красивые дома, сады и т. д.

36. **to go sightseeing** ['saɪtsi:ɪŋ] — осматривать достопримечательности

e.g. If I visit a city for the first time I always go sightseeing.

37. **to decide** [dɪ'saɪd] *v* — решать
to decide to do smth. — решать сделать что-л.
e.g. We decided to go to the country this weekend.

38. **a passer-by** ['pɑ:səbaɪ] *n* — прохожий

39. **to excuse** [ɪks'kju:z] *v* — извинять, прощать
Excuse me. — Извините.

> **Excuse me** употребляется при обращении к людям, когда нужно получить какую-л. информацию.
> **Sorry** употребляется для выражения сожаления.

40. **to tell** [tel] *v* — сказать, рассказать
(told [tould], **told)**
e.g. 1) Mr Bell told me that their goods sell very well.
2) Mike told me everything about his trip to Leningrad
to tell smb. the way to some place — рассказать к-л как пройти куда-л.

41. **a walk** *n* — прогулка
a thirty minutes' walk

> Неопределенный артикль относится к существительному walk.

42. **quickly** ['kwɪkli] *adv* — быстро
to walk / **to answer** | **quickly**

43. **straight** [streɪt] *adj* — прямой
straight | **street** / **line**
straight on *adv* — прямо
e.g. Go straight on and you are there.

44. **to turn** [tə:n] *v* — повернуть
to turn | **right** / **left**

45. **traffic-lights** *n* — светофор
at the traffic-lights — у светофора

46. **a stop** [stɔp] *n* — остановка
bus stop — автобусная остановка
e.g. At what stop are you getting off?

47. **to stop** *v* — 1. останавливать, 2. останавливаться
e.g. We stopped the passer-by to ask him the way to Oxford Street.

48. **a coat** [kout] *n* — пальто
summer / **winter** | **coat**

Speech Pattern

Most of the streets in London are not very wide. — Большинство улиц в Лондоне не очень широкие.

LESSON 3

Grammar:	1. Adverbial Clauses of Time and Condition (придаточные предложения времени и условия)
	2. Compounds (производные) **of some, any, no** and **every**.
	3. Adverbs (наречия). Degrees of Comparison.
Text:	Talking Business.

UNIT I

GRAMMAR

SECTION I

ADVERBIAL CLAUSES OF TIME AND CONDITION

Step 1. Read the dialogues.

a) *Mary:* Have you spoken to Helen, John?
John: No, I haven't seen her yet. **I'll** speak to her **as soon as she comes.**

b) *John:* Will you go to Brighton this weekend?
Tom: I don't know yet. We'll go there **if the weather is fine.**

> В придаточных предложениях условия и времени после союзов **if, when, before** "прежде чем", **as soon as** "как только", **after** "после того как", **till (until)** "до тех пор пока... не" вместо будущего времени употребляется настоящее.
> После союзов **till (until)** сказуемое всегда стоит в утвердительной форме.

Step 2. **Practise the use of adverbial clauses of time and condition.**

Ex. 1. Ask and answer as in the model.

> — Will you **sign a contract with Brown & / Co?**
> — ↘ Yes, we ↘ shall if they give us a good ↘ discount.

Prompts: 1. to agree to CIF terms; 2. to deliver the **goods** in two months; 3. to accept the Seller's offer; 4. to buy new stamps for your collection; **5. to** take the foreign businessmen to Suzdal; 6. **to go** and see your friend at the weekend.

Ex. 2. a) Read the model.

I'll speak to Tom when he comes ↘ back.

b) Say when:

you'll see a new film at the Oktyabr Cinema, invite foreign businessmen to a restaurant; reserve accommodation at a hotel; go on a business trip to Great Britain; go through the Customs; see the sights of London.

Ex. 3. Ask and answer as in the model.

We **shan't go to the** ↗ **country** till the weather is ↘ better.

Prompts: 1. to send an order to Smith & Co.; 2. to buy compressors from Green & Co; 3. to go to have lunch; 4. to watch television; 5. to see the new comedy.

Step 3. **Read and compare.**

Придаточные дополнительные предложения	Придаточные предложения времени и условия
1. Ask the secretary **when** the engineers **will finish** the talks.	1. When the engineers **finish** the talks they will invite the businessmen to a restaurant.
2. Mr Bond asks the secretary if Mr Blake will be **busy** at 11 tomorrow.	2. Mr Bond said if Mr Blake was **busy** at 11, he would come to see him after lunch.

В отличие от условных и временных придаточных предложений, в придаточных дополнительных предложениях, вводимых союзами **if** и **when**, употребляется будущее время для выражения будущего действия.

Ex. 4. Choose the correct form of the verb.

1. I don't know if they (give, will give) us a 10% discount.
2. If Blake and Co (buy, will buy) 100 machines we'll give them a 5% discount.
3. I don't know when the engineers of Blake and Co (clarify, will clarify) some details of the contract.

4. We'll speak about the terms of payment when we (discuss, shall discuss) the prices.
5. I don't know when our inspector (comes, will come) back.
6. When the office director (comes, will come) back I'll tell him about Blake and Co's offer.
7. They ask us when we (discuss, shall discuss) this matter.

Ex. 5. Ask and answer as in the model.

— Do you know if Lavrov **will go to a sana / torium** in August?
— I think he ↘ will if he has a ↘ holiday this month.

Prompts: 1. to spend the holiday at the Baltic coast; 2. to go on business; 3. to take the British businessmen to the Bolshoy Theatre; 4. to stay at the Intourist Hotel; 5. to give a discount; 6. to deliver the goods in April.

SECTION II

COMPOUNDS OF *SOME, ANY,* AND *EVERY*

Step 1. **Read the dialogues.**

a) — Have you heard **anything** about the new model of compressors of Brown & Co?
— The new model? No, I've heard **nothing** about it.
b) — Can you tell me **anything** about the places of interest of London?
— Yes, I can tell you **something**, but not very much.
c) — Has **anyone** phoned me?
— No, **nobody** has.
— If **somebody** does, tell him that I'll come back soon.
d) — Will you go **anywhere** in July?
— I'd like to go **somewhere**, if I have a holiday in summer.

Производные с — **-thing** употребляются, когда речь идет о неодушевленных предметах (см. примеры "a", "b"); с **-body** и **-one** — о людях (см. пример "c"); с **-where** — о месте (см. пример "d").

Производные местоимения с **-body** и **-one** в роли подлежащего согласуются с глаголом в единственном числе и употребляются в предложении по тем же правилам, что и неопределенные местоимения ***some, any, no.***

Read and remember the compounds

	-thing	-body	-one	-where
some	**something** ['sʌmθiŋ] что-то что-нибудь	**somebody** ['sʌmbədɪ] кто-то кто-нибудь	**someone** ['sʌmwən]	**somewhere** ['sʌmwɛə] где-то где-нибудь куда-нибудь
any	**anything** ['enɪθiŋ] что-то что-нибудь	**anybody** ['enɪ,bɔdɪ] кто-то кто-нибудь любой	**anyone** ['enɪwʌn]	**anywhere** ['enɪwɛə] где-нибудь куда-нибудь
no	**nothing** ['nʌθiŋ] ничто ничего	**nobody** ['noubɔdɪ] никто,	**no one** ['nouwʌn] никого	**nowhere** ['nouwɛə] нигде никуда
every	**everything** ['evrɪθiŋ] все	**everybody** ['evrɪbɔdɪ] все,	**everyone** ['evrɪwʌn] каждый	**everywhere** ['evrɪwɛə] везде повсюду всюду

Step 2. **Practise the use of the compounds of some and any.**

Ex. 6. Ask and answer as in the model.

— Have you heard anything about / **Brighton?**
— \ Yes. It's **a popular resort in Great \ Britain.**

Prompts: 1. double-deckers; 2. the East End; 3. Heathrow Airport; 4. the Embassy Hotel; 5. Nizza; 6, the film "Rich man, Poor man".

Ex. 7. Say and respond as in the model.

— I don't know anything about **London \ Underground.**
— Well, I can tell you \ something about it. It's the oldest and one of the largest undergrounds in Europe.

Prompts: 1. the places of interest near Moscow; 2. the cathedrals in Novgorod; 3. the City; 4. the British Museum; 5. Westminster; 6. the West End.

Ex. 8. Ask and answer as in the model.

— Will anybody **go to the airport to meet Mr ↗ White?** — ↘ Yes, somebody ↘ will, but I don't know ↘ who.

Prompts: 1. to go on business to France; 2. to reserve accommodation for Mr Brown; 3. to visit the Likhachev Plant; 4. to take Mr Bell to Sheremetyevo Airport; 5. to pick up Mr Smith at the hotel; 6. to make a reservation for the flight.

Ex. 9. Ask and answer as in the model.

— Let's go somewhere on ↘ Sunday. How about **the Kosmos ↘ Cinema?** — ↘ No, ↘ thank you. I'm too tired to go ↘ anywhere.

Prompts: 1. Gorky Park; 2. the Arbat restaurant; 3. the Pushkin Museum; 4. the Oktyabr Cinema; 5. Abramtsevo.

Ex. 10. Supply the correct compound.

1. ...likes skiing.
2. There is ... interesting for you to read in this journal. I recommend you to take it.
3. ... reads a lot in the Soviet Union.
4. Let Voronin tell us ... about his visit to Great Britain.
5. Let's go to the beach. ... has already gone there.
6. There is ... in the park. It's cold.
7. ... phoned you half an hour ago. I asked him to phone you at two o'clock.
8. Have you read ... interesting lately?
8. I'm sorry I haven't heard ... about the new film.
10. There was ... interesting on TV yesterday, that's why I didn't watch it.

SECTION III

ADVERBS

Step 1. **Read the dialogue.**

Blake: Have you looked through our quotation and catalogues, Mr Voronin?

Voronin: Sure! We've studied them closely.

Наречия образа действия образуются прибавлением суффикса **-ly** [li] к прилагательным. Например: close-closely. Многие наречия совпадают по форме с прилагательными.
Например: **late, early, little, much, long.**

Ex. 11. Form the adverbs from the following adjectives:

1. quiet; 2. active; 3. bad; 4. comfortable; 5. full; 6. heavy; 7. possible; 8; necessary; 9; traditional; 10; beautiful.

Step 2. **Read the dialogues.**

a) — How long will you stay in London?
— Only for a week or a bit **longer.**
b) — How did Jack play in the last film?
— Oh, he did it **beautifully, more beautifully,** than in his
— other films.
c) — Where do you spend your holiday?
— **Most often** I spend my holiday in the country.

Степени сравнения наречий, совпадающих по форме с прилагательными, образуются по тем же правилам, что и степени сравнения прилагательных (см. пример "a").

Степени сравнения наречий с суффиксом — **ly** образуются при помощи **more** и **most** (см. примеры "b" и "c").

Перед наречиями в превосходной степени артикль никогда не ставится (см. пример "c").

Наречия **well, badly, little, much** образуют степени сравнения от других корней, аналогично соответствующим прилагательным.

Step 3. **Practise the use of the degrees of comparison of adverbs.**

Ex. 12. Form the degrees of comparison from the following adverbs:

quietly, late, often, long, comfortably, badly, quickly, much, heavily, little, beautifully, fully, actively, early.

Ex. 13. Supply the correct form of the adverb.

1. There was not much traffic yesterday and I could get to the office (quickly) than today.
2. Mike speaks English (well) than the other students, because he works very much.
3. I come home on Monday (late) than on other days because it's the busiest day.
4. Peter swims (well) of all.
5. I've only looked through the catalogues and I'll study them (closely) tomorrow.

UNIT II

SPEECH PATTERN

Pattern: | **It rains (snows)** very often here. |

Ex. 14. a) Read the model.

If it rains on ↗ Saturday **I'll stay at** ↘ **home.**

b) Say what you will do next weekend (tonight) if it rains (snows).

c) Now say what you will do next weekend (tonight) if it doesn't rain (snow).

Ex. 15. a) Say and respond as in the model.

— Would you like to go to **the** ↗ **cinema** now? — ↘ No, it's raining ↘ heavily. Let's stay at ↘ home.

Prompts: 1. the restaurant; 2. the park; 3. the shop; 4. the country; 5. to see our friends.

b) Ask and answer as in the model.

— What was the weather like **in the Caucasus** when you ↘ were there? — The weather was ↗ nice and it didn't ↘ rain.

c) Now ask your friend about the weather in the place where he spent his last holiday.

WORKING ON THE TEXT

Talking Business

A

Soyuzimport is interested in buying **pumps** for a new **shop** of a large plant in Siberia [saɪ'bɪərɪə]. The shop is already **under construction** and the customers require the goods **urgently**, as they must **complete** the construction of the shop **by the end** of the year.

Borisov, **a representative** of Soyuzimport, who **deals in** this kind of equipment, **got instructions** to buy pumps from a British company. As soon as he arrived in London he **contacted** Bond & Co, **a leading manufacturer** of pumps. Mr Stanley, the manager of the company, invited him to come to his office.

B

Borisov: Good morning! I'm Borisov. Here is my **card.**
Stanley: Glad to meet you, Mr Borisov. Will you take a seat, please.
Borisov: Thank you.
Stanley: Did you have a good trip?
Borisov: Yes, it was **quite** nice, thank you.
Stanley: Have you seen any places of interest in London yet?
Borisov: Yes, but not many. I arrived in London only two days ago and it **has rained** all the time.
Stanley: Oh, I hope the weather will **change** for the better* and it'll stop raining soon. You'll enjoy sightseeing in London.
Well, Mr Borisov, let's discuss business now. What can I do for you?
Borisov: We know you've started producing a new model of pumps. The quality of the model meets our requirements and we'd like **to place** an order with you. Can you make us an offer for 150 pumps?

---

* the weather will change for the better soon — погода скоро изменится к лучшему.

Stanley: Sure! When would you like to have the pumps?
Borisov: We require the pumps for **immediate** shipment.
Stanley: Well, you see[1], Mr Borisov, we're heavy with orders at the moment and can offer you only 50 pumps for now.
Borisov: And what about **the balance** of 100 pumps?
Stanley: We can start **shipping** them six months after we sign the contract. I think we can deliver the pumps in four lots of 25 pumps **each** at **regular** intervals **within** eight months. Is that all right with you[2]?
Borisov: Not **altogether.** We require the pumps earlier. Could you start the deliveries, say, four months after we sign the contract?
Stanley: I'm afraid not. We can **guarantee, however,** that there won't be any delay in shipment.
Borisov: All right. I think we could agree to that.
Stanley: Is there **anything else** you'd like to discuss, Mr Borisov?
Borisov: Yes, there's another **point** I'd like to clarify. It's about your delivery terms.
Stanley: As we can **provide shipping facilities** we usually sell our goods on CIF terms.
Borisov: Well, Mr Stanley, we can accept your delivery terms. When shall we meet to discuss the price and terms of payment?
Stanley: Let's meet in two days' time. I've got a crowded programme tomorrow and the day after.
Borisov: Fine. Good-bye, Mr Stanley.
Stanley: Good-bye, Mr Borisov.

Notes:

1. **you see** — видите ли
2. **Is that all right with you?** — Вас это устраивает?

Ex. 16. Read the text.

Ex. 17. Agree or disagree. Give your reasons.

1. The customers of Soyuzimport did not require the pumps urgently.
2. Borisov got instructions to buy pumps from a large British company.
3. Borisov invited Mr Stanley to come to his office in Moscow.

* * *

1. Borisov knows Mr Stanley very well.
2. Borisov saw a lot of places of interest in London.
3. Mr Stanley could offer Soyuzimport only 50 pumps for immediate shipment.
4. Bond & Co agreed to deliver the balance of the pumps in six months.
5. Bond & Co usually sell their goods on FOB terms.

Ex. 18. Say what you have learned from the text about:

1. the goods Soyuzimport was interested in; 2. Bond & Co; 3. the time and terms of shipment which Bond & Co offered to Soyuzimport; 4. the terms of delivery of the pumps of Bond & Co.

Ex. 19. Think and answer.

1. Why was Soyuzimport interested in buying pumps from Bond & Co?
2. Why did the company guarantee the delivery of the goods without delay?
3. Why did Borisov agree to CIF delivery terms?
4. Why did Mr Stanley have a crowded programme?

UNIT IV

WORKING ON WORDS

to deal in smth. (with smb.)

Ex. 20. a) Read the models.

1. Our company deals in **chemical ↘ goods.**

b) Say what goods your company deals in.

2. Our firm deals with **a lot of British ↘ companies.**

c) Say what companies your firm deals with.

to place an order with the company for

Ex. 21. a) Ask and answer as in the model.

— Are you going to buy **pumps** from Bell & / Co? — ↘ Yes, we'd like to place an order with them for 40 ↘ pumps.

Prompts: 1. office equipment; 2. chemical equipment; 3. the Model BC; 4. telephone equipment; 5. kitchen equipment; 6. the new model of computer.

b) Say what goods you last wanted to buy and from what company.

in five lots of 10 pumps each

Ex. 22. Ask and answer as in the model.

— In how many lots do you require **the ↘ pumps?** — In two / lots of 50 pumps ↘ each.

Prompts: 1. the TV-sets; 2. the Model BC 20 compressors; 3. Lada cars; 4. the Model AB 10 machines; 5. musical instruments; 6. office desks.

UNIT V

KEY STRUCTURES AND SPECIAL POINTS

Articles

Ex. 23. a) Supply the correct articles where necessary.

1. Passengers for ... flight 452 to London, please collect your hand luggage and go to ... gate four.
2. Can I check in for ... flight to London here?
3. It's ... non-stop flight.
4. The plant has just started producing the Model AB pumps. ... pumps of this Model are of high quality and meet the requirements of the customers.
5. The price for ... pumps is 500 £.

* * *

Smith & Co, ... leading manufacturer of compressors, received ... enquiry from Soyuzimport for ... Model CD 35 compressors. Soyuzimport required 20 compressors for ...

plant in Siberia. Smith & Co sent ... Buyers ... offer for ... goods they were interested in. When Soyuzimport received ... offer ... manager of ... company gave ... instructions to Semin, their representative in London, to contact Smith & CO.

During ... talks ... representatives of Smith & Co offered to deliver five compressors for immediate shipment and ... balance of 15 compressors in three lots of five compressors each at regular intervals within ... year. ... offer suited ... Buyers and Semin decided to sign ... contract on those terms.

b) Say what you have learned from the text about:

1. Smith & Co's goods; 2. Smith & Co's terms.

Tenses

Ex. 24. a) Supply the correct tense-forms.

1. The manager of Soyuzimport (to phone) the Soviet Trade Delegation in London before their representative (to go) on business there next month.
2. We (cannot, to give) you our answer until we (to contact) Smith & Co, a leading manufacturer of compressors.
3. We (to go) sightseeing if it (to stop) raining.
4. We just (to discuss) the time of delivery with White & Co. Soyuzexport (to start) shipping the goods nine months after we (to sign) the contract.
5. If Bell & Co (to agree) to buy 100 compressors Soyuzexport (to give) the British company a 5% discount.

* * *

Petrov, a representative of Soyuzimport, who (to deal) in compressors just (to arrive) in London to discuss some business matters with White & Co. On Monday Mr White (to receive) Petrov in his London office.

White: Well, Mr Petrov, what I (can, to do) for yo
Petrov: Mr White, we (to study) your latest catalogu closely. The Model AC compressors (to meet) requirements and we'd like to place an order w you.
White: You (to be going) to place a big order?
Petrov: We'd like to buy 50 compressors from you.
White: When you (to require) the compressors?

Petrov: We'd like to have them for immediate shipment.
White: I (to be afraid) we (cannot, to offer) you 50 compressors so soon.
Petrov: What (to be) your suggestion* then?
White: We (can, to offer) 10 compressors for immediate shipment and we (to deliver) the balance of 40 compressors in three lots at regular intervals. It (to be) all right with you?
Petrov: I think it (to suit) us if you (to agree) to deliver the first lot in March.
White: We (can, to do) that for you.
Petrov: Thank you, Mr White.

b) Say what you have learned from the dialogue about:

1. the position of the Seller; 2. the position of the Buyer.

Prepositions

Eh. 25. a) Supply the correct prepositions where necessary:

Bell & Co are interested ... the Model 25 machines. Mr Smith, a representative ... Bell & Co who deals ... these goods ... Soyuzexport, got instructions to place an order ... 30 machines ... the Soviet company.

...Monday Mr Smith contacted ... the Soviet Trade Delegation and ... 2 o'clock ... the afternoon he met Lavrov to discuss the terms ... shipment and delivery dates. The Buyers required the goods ... CIF terms ... immediate shipment.

As Soyuzexport had a lot ... orders ... that time they could offer the goods ... three lots ... a year ... regular intervals. They offered to deliver the first lot ... eight machines four months after they signed the contract and the balance ... 22 machines eight and 12 months later.

Soyuzexport guaranteed the delivery ... each lot ... any delay. Mr Smith agreed ... the terms ... the Soviet company.

b) Say what you have learned from the text about Mr Smith's visit to the Soviet Trade Delegation.

---

* **suggestion** [sə'dʒestʃən] — предложение

Miscellaneous

Ex. 26. Choose and use.

for, during, within

1. Voronin lived in London ... two years.
2. ... the talks Mr Smith offered to deliver the goods to Soyuzimport in three lots of 50 machines each at regular intervals ... a year.
3. Petrov will stay in London ... two weeks. ... his stay in London he will contact some British firms to discuss business with them.
4. Soyuzexport will give an answer to White & Co ... a week.
5. The talks were very difficult and lasted ... four hours.
6. The Lavrovs' children swam a lot in the Black Sea ... their holiday in the Caucasus.
7. Soyuzimport will make payment ... 10 days.

UNIT VI

SPEECH EXERCISES

Ex. 27. a) Read the dialogue.

Remember: to take part deliveries — принимать частичные поставки

Belov, a representative of Soyuzimport, has arrived in New York to discuss some business matters with the people of Black & Co. Soyuzimport is interested in buying the Model BS 25 machines.

Mr Blake, a representative of Blake & Co, a leading manufacturer of this type* of machines, meets him at his office.

Blake: Good morning, Mr Belov, glad to see you in New York. Did you have a good trip?

Belov: Oh yes. Thank you. Everything was all right.

Blake: Is it your first visit to New York?

Belov: Yes, it is.

Blake: Oh, I am sure New York will impress you greatly. There are many places of interest here and you'll enjoy sightseeing I think.

---

* type [taɪp] — тип

Belov: I'm sure, I will, thank you:
And now I'd like to discuss with you some points of the contract.

Blake: Good. What is your problem?

Belov: During our talks in Moscow you promised us to deliver the goods in December, but our custoomers require the goods urgently. Could you deliver the goods sooner?

Blake: I'm afraid we cannot do it at the moment as we are heavy with orders. But I think we can help you if you agree **to take part deliveries.**

Belov: When could you deliver the first lot?

Blake: Probably, not earlier than in June, and we'll ship the balance of the goods in three lots at regular intervals within six months. Will it suit you?

Belov: Yes, thank you, Mr Blake. It was nice to have seen you* Good-bye for now.

Blake: Good-bye, Mr Belov.

b) Say what you have learned from the dialogue about:

1. the purpose of Belov's business trip to New York; 2. the business matters Belov and Mr Blake discussed during the talks.

c) Think and answer.

1. Why did the customers require the goods urgently?
2. Why did Belov agree to take part deliveries?

Ex. 28. Answer the following questions:

1. What kind of goods does your firm deal in?
2. Do your goods meet your customers' requirements?
3. What company have your received an order from lately?
4. How many machines do they want to buy?
5. What questions have you discussed with them?
6. When does the company require your goods?
7. On what terms will you deliver the goods to this company?

* * *

1. What business matters do you usually discuss during the talks?

---

* It was nice to have seen you. (фраза употребляется при прощании.)

2. On what terms of delivery do you usually sell your goods? Why?
3. When do you usually sell (buy) goods on CIF (FOB) terms?

* * *

1. With what company did you sign your last contract?
2. On what terms of delivery did you sign it?
3. You agreed to take part deliveries, didn't you?
4. In how many lots could the Seller deliver the goods?
5. Did the company guarantee the delivery of each lot without delay?

Ex. 29. Speak on the topics.

1. The goods your firm deals in.
2. The talks you have had lately.

Ex. 30. Act out dialogues on the basis of the following assignments:

You have received an enquiry for your goods from Smith & Co. They require the goods in August. Telephone the company and say that you cannot deliver the goods at the time they require. Ask if they could take part deliveries and offer them your terms of shipment.

* * *

Receive Mr Brown at your office. Ask him if he enjoyed his flight to Moscow and how much time it took him to get here. Speak with him about the model of pumps he is interested in. Offer your terms of payment and delivery.

* * *

Receive Mr Dunn, ask about his impressions of Moscow. Mr Dunn is interested in your chemical equipment. Ask what model suits him best of all and on what terms he would like to buy the goods.

Ex. 31. a) Read the story.

Remember: the same — тот же самый

Success* Story

I met Richard about 10 years ago when I came to South America to work for Pan-America Company. Richard worked for **the same** Company. He was a short pleasant man of 22, who easily made friends with people and I liked him.

Soon after I arrived, Pan-America Co signed a contract for the construction of a plant. I made most of the calculations** and Richard only helped me because he wasn't very good at this job***.

In January a few representatives of the customers together with the President of the company, Mr Prossert, arrived from the USA. The next day our company manager invited all of them to go and see the construction of the plant. They decided to go there by train. The manager asked Richard and me to pick up Mr Prossert at the hotel and take him to the station.

On the way to the station Mr Prossert asked me a lot of questions and I often answered: "I'm afraid I don't know, sir. We haven't made any calculations on that."

Although I knew the job better than Richard I was very much surprised**** when Richard began to speak: "I did these calculations last night," he said, "just for pleasure." "Oh," said Mr Prossert, "That's very interesting. Well, now, probably you could tell me about..."

And Richard could. He knew everything. He answered all the questions Mr Prossert asked him. When we got to the station Mr Prossert said good-bye to Richard. (However he didn't say good-bye to me.) On our way back to the office I told Richard what I thought of him.

"Your information wasn't true. Why did you give him that kind of information?" I said. "You see, John, if the President of a big comapny wants to know something, why can't I tell him everything he wants?" "But what is he going to think if he checks the information?" "Do you think he'll remember it? What he is going to remember is you and me. He is going to remember that Pan-America Co has a clever***** young man, Richard by name, who could tell

---

* success [sʌk'ses] — успех
** to make calculations [ˌkælkjʊ'leɪʃnz] — делать расчеты
*** a job [dʒɔb] — работа
**** to be surprised [sə'praɪzd] — удивляться
***** clever ['klevə] — умный

him everything he wanted to know and the other man who couldn't answer his questions".

Some time later I remembered all that. I read in one of the newspapers that Richard is Vice-President* of a big American Company. As to me I'm still doing my ordinary everyday job for Pan-America Co,

(After James Gould Cozzens)

b) Ask questions on the story.
c) Say what you have learned about:

1. Richard; 2. John.

d) Think and answer.

1. Why was the job easy for John and difficult for Richard?
2. Why was John surprised to hear Richard's answers to to Mr Prossert's questions?
3. Why didn't Mr Prossert say good-bye to John?
4. Why did the writer call the story "Success Story"?

UNIT VII

WRITTEN PRACTICE

Ex. 32. Translate the following sentences:

1. Как только ты закончишь работу, мы пойдем в кино.
2. Анна не ляжет спать, пока дети не вернутся из кинотеатра.
3. Мы свяжемся с фирмой, после того как тщательно изучим ее предложение.
4. Если не будет дождя, мы пойдем осматривать достопримечательности города.
5. Я закажу номер в гостинице, прежде чем поеду в командировку.

* * *

1. Я позвоню вам, когда вернусь домой.
2. Спросите Павлова, когда он вернется из командировки.
3. Спросите господина Брауна, поедет ли он в аэропорт встречать президента.
4. Спросите вашу сестру, будет ли она жить в Крыму в гостинице или снимет комнату.
5. Мы поедем на завод, как только приедут приемщики.

---

* Vice-President — вице-президент

* * *

1. Он ничего не знает об этом.
2. Вы знаете что-либо об их предложении?
3. Он все рассказал мне о своей поездке в Ленинград.
4. — Вы видели что-нибудь интересное по телевизору вчера?
   — Нет, вчера ничего интересного не было.
5. — Есть кто-нибудь в конторе?
   — Нет. Все уже ушли домой.
6. Кто-то приходил ко мне вчера, но меня не было дома.
7. Давайте пойдем завтра куда-нибудь.
8. Никто не мог вспомнить адреса гостиницы, в которой мы останавливались в прошлом году.

Ex. 33. Write sentences. Use correct tense-forms.

1. It (to rain) in Moscow (in autumn, yesterday, now).
2. It (to snow) heavily in Moscow (in winter, two days ago, this week, the other day).

Ex. 34. Translate into English.

1. Пусть дети пойдут в парк, когда дождь перестанет.
2. Дождь только что начался. Давайте останемся дома.
3. Я думаю, что будет холоднее, когда снег прекратится.
4. — Дождь все еще идет? — Нет, дождь уже прекратился.
5. — Дождь прошел? — Нет, все еще идет.
6. Вчера в шесть часов пошел сильный снег, и мы остались дома.

* * *

"Союзимпорт" был заинтересован в покупке лифтов для завода, который строился в Сибири. Лифты требовались покупателю срочно, так как их заказчики собирались закончить строительство завода к концу года.

Чернов поехал в командировку в Нью-Йорк и позвонил г-ну Смиту, представителю фирмы "Браун энд К°". В понедельник Чернов и Смит встретились, и переговоры начались. Советское объединение решило разместить заказ на 100 лифтов. Фирма могла предложить только 40 лифтов с немедленной отгрузкой, остальные же 60 лифтов фирма согласилась поставить тремя партиями по 20 лифтов через равные промежутки времени. Фирма могла предо-

ставить свои транспортные средства и предложила товар на условиях СИФ.
Условия устраивали Чернова, и во вторник представители фирмы подписали контракт.

UNIT VIII

VOCABULARY

1. **a shop** [ʃɔp] *n* — цех
2. **a pump** [pʌmp] *n* — насос
3. **construction** [kən'strʌkʃn] *v* — строительство
   to be under construction — строиться
   e.g. The plant in Kiev is under construction now.
4. **urgently** ['ə:dʒəntli] *adv* — срочно
   to require / to ship / to deliver | **the goods urgently**
5. **to complete** [kəm'pli:t] *v* — заканчивать
   to complete | **construction / the talks / the contract**
6. **by** *prep* — к (предлог времени)
   by | **this year / the 5th of May / 6 o'clock**
7. **an end** [end] *n* — конец
   by the end — к концу
   at the end — в конце
8. **a representative** [,repri'zentativ] *n* — представитель
9. **to deal** [di:l] *v* — заниматься ч-л, торговать с кем-л.
   (dealt, dealt)
   to deal in smth.
   to deal with smb.
   e.g. We deal with Smith & Co in lifts and lift equipment.
10. **an instruction** [in'strʌkʃn] *n* — инструкция
    to get / to give / to receive | **instructions**
11. **to contact** [kən'tækt] *v* — связаться
    to contact | **the president / a company**
12. **leading** ['li:diŋ] *adj* — ведущий
    leading company
13. **a manufacturer** [,mænju'fæktʃərə] *n* — изготовитель
    leading manufacturer
    e.g. Brown & Co are a leading manufacturer of compressors.
14. **a card** [kɑ:d] *n* — карточка
    business card — визитная карточка
15. **quite** *adv* — вполне, совершенно
16. **to rain** [rein] *v* — идти (о дожде)

e.g. It rains heavily in Moscow in autumn.

17. **to snow** [snou] *v* — идти (о снеге)
e.g. It often snows in the North of our country.

18. **to change** [tʃeɪndʒ] *v* — 1. менять, изменять 2. меняться, изменяться
e.g. We cannot change our delivery terms.
e.g. The weather changed for the worse yesterday.

19. **to place** [pleɪs] *v* — помещать, ставить
to place an order with a company
e.g. Last year we placed an order for 200 pumps with Brown & Co.

20. **immediate** [ɪ'mi:djət] *adj* — срочный, немедленный
immediate shipment

21. **the balance** ['bæləns] *n* — остаток
the balane of the goods

22. **to ship** [ʃɪp] *v* — отгружать
to ship the goods | **on CIF terms** / **on CIF London terms** / **CIF London**

23. **a lot** [lɔt] *n* — партия (товара)
e.g. We'll deliver you the goods in two lots of 50 pumps each in May.

24. **each** [i:tʃ] *adj* — каждый

25. **regular** ['regjulə] *adj* — регулярный, постоянный
regular | **buyers** / **customers**
at regular intervals

26. **within** [wɪ'ðɪn] *prep* — в течение

27. **altogether** [ˌɔltə'geðə] *adv* — вполне, совсем

28 **to guarantee** [ˌgærən'ti:] *v* — гарантировать
e.g. We can guarantee the quality of our goods.

29. **however** [hau'evə] *adv* — однако, тем не менее, несмотря на

30. **else** [els] *adv* — еще
e.g. What else can I do for you?

31. **a point** ['pɔɪnt] *n* — вопрос

32. **to provide** [prə'vaɪd] *v* — обеспечивать, снабжать
e.g. Since Bond & Co always provide shipping facilities they usually sell their goods on CIF terms.

33. **shipping facilities** ['ʃɪpɪŋfə'sɪlɪtɪz] *n* — транспортные средства

34. **the same** *adj* — тот же самый

35. **to take part deliveries** *v* — принимать частичные поставки

36. **a student** *n* — студент

37. **to get up** *v* — вставать, подниматься

Speech pattern

It rains (snows). — Идет дождь (снег).

LESSON 4

Grammar:	1. The Past Continuous Tense.
	2. **Other** As a Noun.
	3. The Negative Form of General Questions.
Text:	Let's Speak About Theatres and Performances.

UNIT I

GRAMMAR

SECTION 1

THE PAST CONTINUOUS TENSE

Step 1. **Read the dialogues.**

a) — Was Mrs Dunn at home at 6 yesterday?
— Yes, she **was working** in the garden.

b) — I went to see Mary and Dick last night.
— What **were** they **doing** when you came?
— They **were listening** to compact disks.

> Past Continuous употребляется для выражения действия, происходившего в определенный момент в прошлом. Этот момент может быть выражен:
> 1. точным указанием времени (см. пример "a");
> 2. другим действием, выраженным глаголом в простом прошедшем времени (см. пример "b").
>
> Форма глаголов в Past Continuous образуется при помощи глагола to be в прошедшем времени и Present Participle смыслового глагола.

Step 2. **The affirmative form.**

Ex. 1 a) Say and respond as in the model.

> — I don't know what Mike was doing yesterday at ↘ 3.
> — He **was speaking to the di ↘ rector**, I think.

Prompts: 1. to watch a comedy on television; 2. to look through the mail; 3. to wait for the British bu-

sinessmen; 4. to read an urgent telegram from GML; 4. to have important talks; 6. to take Mr Brown to Sheremetyevo Airport.

b) Now say what you (your husband, wife, children...) were doing at 4 o'clock yesterday.

Ex. 2. a) Ask and answer as in the model.

— Did you go to see Jane last ↗ night? — ↘Yes, I ↘ did. She **was writing** ↘ **letters** when I came.

Prompts: 1. to listen to compact disks; 2. to translate an English text; 3. to speak to somebody on the phone; 4. to look through newspapers; 5. to watch a film on television; 6. to help her children to do their homework; 7; to read a business journal.

b) Say what you were doing when your friends came to see you last Saturday.

Step 3. **The negative form.**

Ex. 3. Say and respond as in the model.

— (The director) **was looking through the** ↘ **catalogues** at two yesterday. — ↘ No, he ↘ wasn't looking through the catalogues at that ↗ time. He was writing letters to foreign ↘ companies.

Prompts: 1. to receive British businessmen; 2. to speak to the secretary; 3. to study the offer of Bell and Co; 4. to clarify the delivery terms with Mr Bell; 5. to walk in the park; 6. to watch a newsreel on television.

Step 4. **The interrogative form.**

Ex. 4. a) Ask and answer as in the model.

— **Were** you **looking through the latest** ↗ **journals** yesterday at 3? — ↘ Yes, I ↘was. (↘No, I ↘ wasn't.)

Prompts: 1. to speak with your friend on the phone; 2. to watch a new video film; 3. to expect the engineers from the factory; 4. to answer the customers' letters; 5. to clarify some matters with the General Director; 6. to study an enquirv for chemical equipment.

b) Now ask your friend what he (his director, their secretary, the engineers of his firm) was (were) doing at 5 in the afternoon yesterday.

SECTION II

OTHER AS A NOUN

Step 1. **Read the sentences.**

1. Mr Russel has got two sons. One of them is an engineer, **the other** is an actor.
2. I couldn't reserve a room at this hotel. Let's phone **another.**
3. There are five engineers at the office. Now two of them are looking through the mail, and **the others** are having talks.
4. Some people like having a quiet rest, while **others** enjoy active, open-air holiday.

Местоимение **other** может употребляться как существительное. В этом случае оно имеет форму как единственного, так и множественного числа.

другой — another / the other

другие (остальные) — others / the others

Ex. 5. a) Ask as in the model. Respond in your own way.

— What do you think of **de↘tective films?**
— Some of them are ↗ good, but others are ↘ boring.

Prompts: 1. the models of machines the British company offered you; 2. Moscow streets (shops, airports, etc.); 3. the catalogues you have just received; 4. different Soviet resorts.

b) Say what you think of Moscow or Leningrad museums (new districts, cinemas, hotels, etc.).

Ex. 6. Choose and use the other, another, others, the others in the following situations:

1. We've received two offers this month. One is for compressors Model 25, ... is for Model 29.
2. Some London streets are crowded and noisy, but ... are very quiet.
3. There were three short films in the cinema programme. One was very interesting and ... were boring.
4. When Tom arrived at the airport some people were checking in for the flight, while ... were getting on the plane.
5. Some machines which the company offered met our customers' requirements, but ... were not of high quality.
6. I didn't like the book the girl offered me and asked her to show me ... .
7. Some English families have got their own houses and ... live in blocks of flats.

SECTION III

THE NEGATIVE FORM OF GENERAL QUESTIONS

Step. 1. **Read the sentences.**

a) — **Haven't** you seen the new comedy? It's very good. I recommend you to see it.

b) **Don't** you know this man? He is the General Director of our company.

c) **Didn't** you go to Brighton when you were in England? It's the most popular resort near London.

Отрицательная форма общих вопросов выражает удивление и соответствует в русском языке вопросам, начинающимся с "разве" или "неужели".

Ex. 7. a) Read the model.

Didn't you go sightseeing when you were in / Novgorod? There are a lot of historical \ places there.

b) How could you express your surprise if your friend tells you that he:

1. can't swim; 2. doesn't want to go to Suzdal; 3. won't have his holiday this year; 4. hasn't seen early Soviet comedies; 5. didn't visit the Kazan Cathedral when he was in Leningrad.

WORKING ON THE TEXT

Let's Speak About Theatres and Performances

Borisov is a great **theatre-goer.** So **once** after the talks he asked Mr Dunn:

Borisov: What is on at London theatres now?

Dunn: There is a bit of everything. The Covent Garden Theatre is famous for **opera** and **ballet performances** with the best English **singers, ballerinas** and **ballet dancers.** The National Theatre* shows the best in the world **drama**[1]. Some theatres **put on modern plays** and at others you can sometimes enjoy good musicals, **folk songs concerts** or concerts of "pop" **music.**

Borisov: Mr Dunn, I've heard very much about the Royal Shakespeare Theatre**. It's in Stratford-on-Avon***, isn't it?

Dunn: Right. But in 1960 the Royal Shakespeare Company **also** began **to perform** at the Aldwych Theatre**** in London where they put on **both classical** and new plays.

Borisov: Have you seen any performances on **the stage** of the Stratford Theatre?

Dunn: Oh yes. As a matter of fact[2] my wife and I were there a couple of months ago and saw "Othello".

Borisov: What did you think of it?

Dunn: It was an **excellent** performance. **The cast** was very good, **except for the actress** who played the part of Desdemona. She was **rather** ordinary*****

Borisov: **What was wrong** with her performance?

Dunn: Well, there was no **feeling** in it. During the interval everyone was saying that.

Borisov: How about the actor who played the part of Othello?

---

* The National Theatre ['næʃnl] — Национальный театр

** The Royal Shakespeare Theatre ['rɔɪəl 'ʃeɪkspɪə] — Королевский Шекспировский Театр

*** Stratford-on-Avon ['strætfəd ɔn 'eɪvən] — Стратфорд-на-Эвоне

**** The Aldwych Theatre ['ɔldwɪtʃ] — театр "Олдвич" (в Лондоне)

***** ordinary — *зд.* заурядная, посредственная

Dunn: Oh, his performance was very **convincing** and **dramatic.** There were seven or eight **curtain calls** for him, when the performance **was over.**

Borisov: There was a full house[3], I **believe.**

Dunn: Yes, **indeed!** It is an **extremely** popular theatre. **Anyway,** Mr Borisov, I recommend you to go and see some play at the Aldwych Theatre. You'll enjoy it. But I also recommend you **to book** seats in advance.

Borison: That sounds a good idea.

* * *

Some days later Borisov went to the Aldwych Theatre to book seats for "Pygmalion"* by B. Shaw[4]. Near **the booking-office** he saw some people who were buying tickets. Borisov spoke to **the cashier.**

Borisov: Good afternoon. Can I book seats for the Monday performance?

Cashier: I have only two seats[5] **in the dress circle** for Monday evening.

Borisov: Isn't there anything better for Monday?

Cashier: No, but there's a better **choice** for the Tuesday performance. I have two seats in the sixth **row** of **the stalls** and two seats in the third row **of the dress circle.**

Borisov: I'll take the two seats in the stalls. Now much are they?

Cashier: ...**pounds.** Here are your tickets[6]. Thank you, sir.

Notes:

1. **the best in the world drama** — лучшее в мировой драматургии (зд. прилагательное the best употреблено в функции существительного).
2. **as a matter of fact** — фактически, собственно говоря
3. **There was a full house** — Театр был полон. (зд. слово house выступает в значении "театр, зрительный зал").
4. **"Pygmalion" by B. Shaw** — в данном сочетании предлог by показывает, что пьеса написана Бернардом Шоу.
5. **I have two seats** — У меня есть два места. Глагол have — эквивалент формы have got употребляется наравне с ней, хотя является менее частотным.
6. **Here are your tickets** — Вот ваши билеты. (Сравните: Here you are).

Ex. 8. Read the text.

---

* "Pygmalion" [pɪg'meljən]

Ex. 9. Agree or disagree. Give your reasons.

1. You can see different kinds of performances at London theatres.
2. The Royal Shakespeare company performs only in Stratford-on-Avon.
3. There were no curtain calls for the actress who played the part of Desdemona in the performance "Othello".
4. The actor who played the part of Othello was rather ordinary.
5. Mr Dunn recommended Borisov to go to Stratford and see some performance there.

* * *

1. At the booking-office of the Aldwych Theatre there was a big choice of tickets for the Monday performance.
2. Borisov bought very good seats for Tuesday.

Ex. 10. Say what you have learned from the text about:

1. the programme of the London theatres; 2. the performance "Othello" Mr and Mrs Dunn saw at the Royal Shakespeare Theatre; 3. the Aldwych Theatre in London; 4. the seats Borisov booked for the Tuesday performance.

Ex. 11. Think and answer.

1. Why did Borisov ask Mr Dunn about the programme of the London theatres?
2. Why did the Royal Shakespeare Company begin to perform in London?
3. Why did Mr Dunn recommend Borisov to see a performance at the Aldwych Theatre and to book seats for it in advance?

* * *

1. Why did Borisov decide to see "Pygmalion" at the Aldwych Theatre?
2. Why did he decide to buy two seats in the stalls for this performance?

WORKING ON WORDS

except for

Ex. 12. Ask and answer as in the model.

— **Have you seen/ all the machines at the plant?**
— \Yes, except for the Model A\50 machine.

Prompts: 1. to look through the catalogues; 2. to visit places of interest in Leningrad; 3. to accept the terms of the company; 4. to clarify the matters with the English businessmen; 5. to visit the resorts on the Black Sea; 6. to see Chekhov's plays at Moscow theatres.

to be over

Ex. 13. Say and respond as in the model.

— **The film** was over very \ late yesterday.
— \When was it over?
— At about \ 11.

Prompts: 1. the performance; 2. the talks; 3. the News programme on TV; 4. the evening lesson; 5. the programme of pop music; 6. the concert of classical music.

a large (small) choice of smth.

Ex. 14. a) Say and respond as in the model.

— **I** went to **the House of** \ **Books** (in Kalinin Avenue) yesterday.
— Is it a / good shop?
— \Yes, there is a large choice of \ books there.

Prompts: 1. the "Melodia" shop; 2. the furniture centre; 3. the "Children's World"; 4. the "Leipzig" shop; 5. the "Wanda" shop.

b) Read the model.

We do business with **Blake & ↘ Co.** They offer a large choice of **com ↘ pressors.**

c) Speak about different companies you do business with and about the goods these companies offer.

UNIT IV

KEY STRUCTURES AND SPECIAL POINTS

Articles

Ex. 15. a) Supply the articles where necessary.

1. Now English people don't go to ... cinema and to ... theatre as often as some years ago. They usually stay at home and watch television and VCR.
2. ...Sovremennik Theatre is one of the most popular Moscow theatres.
3. There will be ...new cinema in our district next month.
4. What do you like better, ... theatre or ... cinema?

* * *

Remember: to dance [da:ns] — танцевать

On ... first day of my stay in Moscow I decided to go and see ... ballet. Somebody told me that ... ballet "The Swan Lake"* was on at ... Stanislavsky-Nemirovitch-Danchenko Theatre that night.

I booked ... seat at ... Intourist booking-office. When I arrived at ... old theatre in ... Pushkin Street, ... house was full. My seat was in ... second row of ... stalls. Next to me** ... young man was sitting. He told me that he was ... great theatre-goer. He came to see ... ballet a second time*** as he liked ... version at ... Stanislavsky Theatre better than ... classical one at ... Bolshoy.

I must say that ... performance was really excellent. ...

---

* "The Swan Lake" ['swɔn' leɪk] — "Лебединое озеро"
** next to me — рядом со мной
*** a second time — еще раз

ballerina who **danced** ... leading part was extremely good. When ... ballet was over, there were many curtain calls for ... actors.

(After "Holidays among the Russians" by D. Cusack)

b) Say what you have learned from the text about:

1. Cusack's visit to the Stanislavsky Theatre; 2. the young man's impressions of the "Swan Lake".

Tenses

Ex. 16. a) Supply the correct tense-forms of the verbs.

1. When I (to arrive) in London, it (to rain) heavily
2. Mr Brown (to come out) of the hotel at 7.30. The car (to wait) for him. He (to get in) and (to go) to the airport.
3. Jack (to arrive) at the theatre at about 7 o'clock. Ten minutes later he (to sit) in the stalls and (to watch) the performance.
4. Next to Ann in the bus a young girl (to sit). She (to have) a magazine in her hand, but she (not to read). She (to be) probably very tired.

* * *

Remember: to sing [sɪŋ] (**sang** [sæŋ] — **sung** [sʌŋ]) — петь

Mary: You (to enjoy) the opera you (to hear) last night, Ann?
Ann: Yes, the opera (to be) very good, especiallly the music.
Mary: Verdi's music (to be) always good, I (to think).
Ann: Yes, but in "Aida" it (to be) richer and more beautiful than in his other operas. The cast (to sing) very well too, except for Maria M.
Mary: Maria M.?
Ann: You (not to hear) the name?
Mary: No, I ... What part she (to sing)?
Ann: The part of Aida.
Mary: And who (to sing) the male part*?
Ann: Charles N. His performance (to be) very dramatic. During the interval everyone (to say) that.

---

* the male part — мужская партия

Mary: There (to be) a full house, I (to believe).
Ann: Yes, indeed. Oh, Mary, you must go and see it. You (to enjoy) it.
Mary: That (to sound) a good idea. I (not to be) to the theatre for a long time.

b) Say what you have learned from the dialogue about:

1. the opera which Ann heard; 2. the actors who sang the leading parts in the opera.

Prepositions

Ex. 17. a) Supply the correct prepositions.

Remember: a character ['kærɪktə] — герой, персонаж

Russian and Soviet Plays ... the Aldwych Theatre

... 1961 the Royal Shakespeare Company put on their first Chekhov's play "The Cherry Orchard"*. Some years later the company showed Chekhov's "Ivanov". The performance was excellent and there was a full house every night.

Chekhov is a favourite Russian writer ... England. His ideas and **characters** are very close ... the British. The British see Chekhov's plays as part ... their life today.

Londoners have also seen four plays ... M. Gorky ... the stage ... the Aldwych Theatre lately. ... 1976 the Royal Shakespeare Company decided to put on a play ... a modern Soviet writer and this they have done.

It was Arbusov's "Old World"**. Two famous English actors played the leading parts ... the performance. They were very convincing and as Russian as is possible ... anyone British. The Londoners gave the play a warm welcome***.

b) Say what you have learned from the text about:

1. the plays by classical Russian writers which the Aldwych Theatre put on; 2. the play "Old World" which the theatre showed.

---

* "The Cherry Orchard" ['tʃerɪ'ɔ:tʃəd] — "Вишневый сад"
** "Old World" — под таким названием идет в Лондоне пьеса Арбузова "Старомодная комедия".
*** to give a warm welcome — тепло встретить

Miscellaneous

Ex. 18. Choose and use.

a play, performance

1. The young actor's ... impressed me very much.
2. Some American theatres put on only modern ..., at others you can see ... by classical writers.
3. The Maly Theatre puts on many ... by Ostrovsky and that's why people began to call this theatre "Ostrovsky's House".
4. Ostuzhev's ... of the part of Othello was very dramatic and convincing.
5. You can see some Chekhov's ... in the programme of English theatres.
6. The famous Russian actress Ermolova played a lot of different parts and her ... was always extremely good.

UNIT V

SPEECH EXERCISES

Ex. 19. a) Read the dialogue.

Remember: a circus ['sə:kəs] — цирк

Mr Campbell has come to Moscow for the first time. After the talks at the Ministry for Foreign Economic Relations Drozdov is taking him to the Rossya Hotel. On their way they are speaking about theatres in Moscow.

Campbell: What is on at Moscow theatres, Mr Drozdov? I'd like to go somewhere tomorrow or the day after.

Drozdov: As a matter of fact, there are so many theatres in Moscow that I really don't know where to begin. There is certainly our famous Bolshoy where you can see an opera or a ballet.

Campbell: Where is it?

Drozdov: In the centre of Moscow.

Campbell: What is the most popular drama theatre in Moscow?

Drozdov: I believe it is the Taganka Theatre. They put on both classical and modern plays. The company of this theatre performs in the centre of Moscow.

Campbell: I like drama very much, but I don't know Russian and I won't understand* a play if I go to this theatre. But is there **a circus** in Moscow?

Drozdov: Yes, even 2. I recommend you to go to one of them.

Campbell: I'd love to, but I don't know if it will be possible to book seats.

Drozdov: No problem. I'll help you.

b) Say what Drozdov told Mr Campbell about Moscow theatres.
c) Think and answer.

1. Why did Drozdov recommend Mr Campbell to go to the Bolshoy Theatre?
2. Why does Drozdov think the Taganka Theatre is the most popular drama threatre in Moscow?
3. Why did Mr Campbell decide to go to the circus?

Ex. 20. a) Read the story.

Remember: a director [dɪ'rektə] — режиссер
to be excited [ɪk'saɪtɪd] — быть взволнованным

Too Well

Possi Carrington was born in Cranberry, a small beautiful village**.

When she was 17 she left for New York. In New York she started working at the drama theatre. She was very talented*** and some years later she became a famous actress.

Once the director of the theatre she was playing at decided to put on a modern play about the country life. Possi was going to play the leading part, but they couldn't find an actor for the male part.

One day a young man came to see the **director** and asked him to give him the part. But it was only Miss Carrington who could make a choice, because she knew the country life very well and wanted to have a partner who could give a convincing performance of a country man.

The young actor wanted to have the part very much and he thought of a plan. He asked many people about Miss Carrington and found out**** everything about her.

---

* understand [ˌʌndə'stænd] (understood, understood) — понимать
** a village ['vɪlɪdʒ] — деревня
*** talented ['tælənɪtɪd] — талантливая
**** to find out — узнать, выяснить

Two days later he left for Cranberry. He stayed there for a few days and then came back to New York.

Once when Miss Carrington was having lunch with her friends in a small restaurant, a young poor man came up to their table and said to Miss Carrington:

— Good morning! Don't you remember me? I am Bill Summers from Cranberry.

Miss Carrington didn't remember anybody by this name, but when he began telling her the news about her old friends she was extremely interested.

"You know, I saw your mother only a few days ago," — the young man said.

"Oh really? How is she?"

"When I came she was sitting near the house and looking at the road*. She said: "Possi has gone this way and something tells me she will come back this way."

Miss Carrington was very **excited**. She asked the young man to come and see her again.

"Now I'd like to go as I'm a bit tired," she said.

The next day the young actor came to the hotel where Miss Carrington was staying. He wanted to tell her everything and to ask her to give him the part.

But the hotel clerk said: "Miss Carrington has left for Cranberry."

"Will she come back?"

"I believe not."

The young man's performance was evidently** too good.

(After O'Henry)

b) Say what you have learned from the text about:

1. Miss Carrington and her work at the theatre; 2. the young man who wanted to be Miss Carrington's partner in a new play; 3. his plan to receive the part of the young farmer.

c) Think and answer.

1. Why did Miss Carrington decide to leave her village for New York?
2. Why was she going to play the leading part in a new play about the country life?
3. Why couldn't they find an actor for the male part?

---

* a road [roud] — дорога

** evidently ['evidənti] — очевидно

4. Why did the young man decide to go to Cranberry? What do you think he was doing there?
5. Why was Possi interested in hearing the news about her old friends?
6. Why was the young man's performance very convincing?
7. Why did Miss Carrington leave for Cranberry after her talk with the young man?

Ex. 21. Answer the following questions:

1. What is the Bolshoy Theatre famous for?
2. What performances did you see at the Bolshoy Theatre?
3. How did they impress you?

* * *

1. What kind of performances does the Taganka Theatre put on?
2. What famous actors and actresses play at the theatre?
3. When were you at the Taganka Theatre?
4. Where were your seats?
5. What were the people speaking about during the interval?

* * *

1. What theatre did you go to last?
2. What performance was on that night?
3. Where and when did you book seats?
4. Was there a large choice of tickets at the booking-office?
5. What seats did you decide to take?
6. How much were they?

Ex. 22. Speak on the topics.

1. Moscow theatres.
2. Your favourite theatre.
3. The performance you saw last.

Ex. 23. Act out dialogues on the basis of the following assignments.

1. Mr Dunn has just come to Moscow. He is a great theatre-goer. Speak to him about Moscow theatres. Then discuss the prices for the machines his company wants to buy from the Soviet Union.

2. You have come to London to have talks with Mr Smith about the terms of the future contract for the chemical equipment you are interested in. Speak to him about the performances which are on at London theatres. Then discuss business.
3. Receive Mr Blake at your office. Speak to Mr Blake about the ballet he saw at the Bolshoy Theatre. Discuss the delivery terms for the compressors his company is going to sell to Soyuzimport.

UNIT VI

WRITTEN PRACTICE

Ex. 24. Translate into English.

1. Вчера в 4 часа дня мы обсуждали условия поставки и платежа.
2. — В пятницу я пришел домой поздно.
   — Что делали дети?
   — Они читали.
3. Вчера в 11 часов Иванов и Сидоров просматривали каталоги, а другие инженеры обсуждали предложение английской фирмы на химическое оборудование.
4. Вчера в 3 часа дня шел дождь, но в 4 часа он кончился.
5. — Я звонил тебе в 3 часа, но тебя не было. Где ты был?
   — У меня были переговоры в это время.

* * *

1. — Мы получили четыре предложения на компрессоры, но только предложение "Смит энд К°" устраивало нас.
   — Как в отношении других предложений?
   — Мы не можем их принять, так как цены довольно высокие.
2. Некоторым нравится опера и балет, другим — драма.
3. Я не могу достать билеты в Художественный театр. Давайте пойдем в какой-нибудь другой.
4. В нашем районе находятся два кинотеатра. Один — довольно старый, небольшой, не очень удобный. Другой — новый, современный, красивый.
5. Некоторые улицы Лондона — широкие, прямые, с красивыми зданиями, другие — узкие и грязные.

* * *

1. Несколько дней тому назад Ненси ходила в театр. Шел спектакль "Лисички" ("The Foxes"). Состав исполнителей был очень хороший. Игра всех актеров была драматичной и убедительной. Когда спектакль окончился, их вызывали пять или шесть раз.
2. — Вчера я смотрел пьесу Булгакова "Собачье сердце" ("The Dog's Heart").
   — Вам понравился спектакль?
   — Да. Я получил огромное удовольствие. Все актеры играли прекрасно, кроме актера, который исполнял роль Шарикова.
   — Что вам не понравилось в его исполнении?
   — В его игре не было чувства.
   — А актер, который играл роль врача?
   — Его игра была превосходной. Рекомендую вам посмотреть этот спектакль.

* * *

— Какие у вас есть билеты на завтрашний спектакль?
— Могу предложить вам два места в бельэтаже.
— Разве у вас нет билетов в партер?
— Есть два места в восьмом ряду.
— Хорошо. Сколько стоят билеты?
— .... рублей.

Ex. 25. Write about your last visit to the theatre.

UNIT VII

VOCABULARY

1. **a theatre** ['θɪətə] *n* — театр
   to go to the theatre
   e.g. Yesterday I went to the Bolshoy Theatre.

С названиями театров употребляется определенный артикль.

2. **a theatre-goer** *n* — любитель театра, театрал
3. **once** [wʌns] *adv* — однажды
4. **opera** ['ɔpərə] *n* — опера
   e.g. I like opera.
   Would you like to go and listen to an opera at the Bolshoy?
5. **ballet** ['bælei] *n* — балет

e.g. I like ballet.
— Would you like to go and see a ballet at the Bolshoy?
— Yes, the ballet "Jiselle" is my favourite and I'd like to see it.

6. **a performance** [pə'fɔːməns] *n* — 1. спектакль, театральное представление
good / popular / boring | **performance**
e.g. The performance of the actor who played the part of ,Hamlet was very good. — 2. исполнение (роли, песни)
7. **to perform** *v* — давать представление, выступать, играть
8. **a singer** ['sɪŋgə] *n* — певец, певица
9. **to sing** [sɪŋ] (sang, sung) *v* — петь
10. **a ballerina** [bælə'riːnə] *n* — балерина
11. **a ballet dancer** ['bælɪ'dɑːnsə] *n* — танцор, танцовщица
12. **drama** ['drɑːmə] *n* — драма, драматическое произведение
13. **dramatic** [drə'mætɪk] *adj* — драматичный
14. **to put on** *v* — ставить (на сцене)
to put on | **a performance / a ballet / an opera**
15. **modern** ['mɔdən] *adj* — современный
16. **a play** *n* — пьеса
to put on / to see / to enjoy | **a play**
17. **a song** [sɔŋ] *n* — песня
good / lovely / favourite | **song**
18. **folk** [foulk] *adj* — народный
folk | **song / music**
19. **a concert** ['kɔnsət] *n* — концерт
20. **music** ['mjuːzɪk] *n* — музыка
e.g. What kind of music do you enjoy?
pop music — популярная музыка
21. **also** ['ɔːlsou] *adv* — также
22. **classical** ['klæsɪkl] *adj* — классический
23. **a stage** [steɪdʒ] *n* — сцена
on the stage
24. **excellent** ['eksələnt] *adj* — отличный, превосходный
an excellent | **performance / song / concert / film**
25. **a cast** [kɑːst] *n* — состав исполнителей
e.g. In any performance at the Bolshoy Theatre the cast is usually good.
26. **except** [ɪk'sept] *prep* — кроме

syn.: **except for**
e.g. The engineers have discussed all the problems except (for) the terms of delivery.

27. **an actress** ['æktrɪs] *n* — актриса
28. **rather** ['rɑːðə] *adv* — довольно
e.g. It is a rather good play. The film is rather boring.
29. **a feeling** ['fiːlɪŋ] *n* — чувство
30. **convincing** [kən'vɪnsɪŋ] *adj* — убедительный
convincing | **performance** / **film** / **answer**
31. **a curtain** ['kəːtn] *n* — занавес
curtain call — вызов актера (на сцену)
32. **to be over** *v* — окончиться
e.g. The film will be over in 20 minutes.
33. **to believe** [bɪ'liːv] *v* — думать, полагать
I believe so. — думаю, что так
I believe not. — думаю, что не так
34. **indeed** [ɪn'diːd] *adv* — действительно
35. **extremely** [ɪks'triːmlɪ] *adv* — очень, чрезвычайно
extremely | **interesting** / **important** / **difficult**
36. **anyway** ['enɪweɪ] *adv* — во всяком случае
37. **to book** *v* — заказать, брать билет (театральный, железнодорожный)
38. **a seat** *n* — место (в театре)
39. **a booking-office** ['bukɪŋ'ɔfɪs] *n* — касса (в театре)
40. **a cashier** [kə'ʃɪə] *n* — кассир
41. **dress circle** ['dres'səːkl] — бельэтаж
in the dress circle
42. **a choice** [tʃɔɪs] *n* — выбор
large / **small** / **good** | **choice**
to have a choice — иметь выбор
to make a choice — сделать выбор, выбрать
e.g. He had no choice, but to go there.
43. **stalls** [stɔːlz] *n* — партер
in the stalls
44. **a row** [rou] *n* — ряд
45. **pound** [paund] *n* — фунт (денежная единица)
46. **to dance** [dɑːns] *v* — танцевать
47. **a character** ['kærɪktə] *n* — герой, действующее лицо
48. **a circus** ['səːkəs] *n* — цирк
49. **a director** — режиссер
50. **to be excited** [ɪk'saɪtɪd] — быть взволнованным

LESSON 5

Grammar:	Equivalents of Modal Verbs (эквиваленты модальных глаголов.)
Text:	Shops and Shopping in London.

UNIT I

GRAMMAR

Equivalents of Modal Verbs

SECTION 1

to have

Step 1. **Read the dialogues.**

a) — **Does** Larry **have to leave** home at 7.30?
— No, he doesn't. It takes him an hour to get to the office and he has to leave home at 8.

b) — Why didn't you go to the cinema with us, Susan?
— I **had to stay** at home yesterday to help my parents.

c) — What time do you come to the office, John?
— Usually at 9, but tomorrow **I'll have to be** there a bit earlier to look through some documents.

Модальный глагол **to have** выражает долженствование как вынужденную необходимость совершения действия. Он может употребляться в качестве эквивалента модального глагола **must**.

После глагола **to have** инфинитив смыслового глагола употребляется с частицей **to**.

Отрицательная и вопросительная формы модального глагола **to have** образуются с помощью вспомогательного глагола **to do**

Обратите внимание на согласование времен с глаголом **to have (to)**:

a) Larry **said he had** to leave home at 8 every day.

b) Susan **said** she **had** to stay at home to help her parents the previous day.
c) John **said** that he **would have** to be in the office a bit earlier the next day.

Step 2. **The affirmative form.**

Ex. 1. a) Say that you have to do the same thing.

— I often have to **write letters to foreign \ companies.**
— I have to **write letters to foreign companies \ too.**

Prompts: 1. to reserve accommodation for foreign businessmen; 2. to book tickets to the theatre for foreign businessmen; 3. to go on business very often; 4. to meet foreign businessmen at Sheremetyevo; 5. to go to the office by bus; 6. to go to plants outside Moscow.

b) Now say what you have to do at your office very day.

Ex. 2. a) Say and respond as in the model.

— I couldn't **go to the \ cinema** yesterday.
— / Couldn't you? \ Why?
— Because I had to complete my \ work.

Prompts: 1. to go to the English lesson; 2. to meet my friend at the airport; 3. to look through the catalogues of Smith & Co; 4. to clarify some matters with the manager; 5. to go to the theatre with the British businessmen; 6. to book seats for the new performance.

b) Now say what you had to do at the office yesterday.

Ex. 3. a) Ask and answer as in the model.

— I know, you'll have **to stay in the office \ late** tomorrow. \ Why?
— I'll have to **stay late in the office** tomorrow to look through the \ contract.

Prompts: 1. to have breakfast; 2. to come to the office; 3. to look through the mail; 4. to do home exercises; 5. to have lunch; 6. to leave the office.

b) Say what you will have to do at your office tomorrow.

Step 3. **The negative form.**

Ex. 4. Say and respond as in the model.

— **I live near the place of my ↘work.** — So you don't have to go to the office by crowded ↘ buses.

Prompts: 1. Mr Bell speaks good Russian; 2. My friends have a small house in the Crimea; 3. I had no things liable to duty; 4. The plane by which my friend flew landed on time; 5. I shan't have an English lesson tomorrow; 6. It will be Sunday tomorrow.

Step 4. **The interrogative form.**

Ex. 5. a) Ask and answer as in the model.

— Do you often have to **come to the office /early?** — ↘ Yes, I ↘ often do.

Prompts: 1. to meet foreign businessmen; 2. to clarify some matters with your customers; 3. to contact manufacturers; 4. to stay late at your office; 5. to go to bed late; 6. to spend your holiday near Moscow.

b) Ask your friend what he had to do yesterday.

c) Ask your friend what he will have to do tomorrow.

SECTION II

to be

Step 1. **Read the dialogues.**

a) — When is the plane arriving in London?
— It **is** to **arrive** in 2 hours.

b) — When **is** Mr Blake **to come** to our office, Jane?
— He **was to come** at 10, but he hasn't come yet.

Модальный глагол **to be** выражает необходимость действия, заранее предусмотренного планом, графиком, договоренностью, порядком и т. д. Он может употребляться в качестве эквивалента модального глагола **must.**

Долженствование, относящееся к будущему времени, передается формой глагола **to be** в настоящем времени.

После глагола **to be** инфинитив смыслового глагола употребляется с частицей **to**. В вопросительном предложении модальный глагол **to be** ставится перед подлежащим.

Обратите внимание на согласование времен с глаголом **to be (to)**:

a) The clerk **said**, the plane **was to arrive** in 2 hours.
b) Jane **said**, Mr Blake **was to come** to the office at 10, but he hadn't come yet.

Step 2. **The affirmative form.**

Ex. 6. Ask and answer as in the model.

— Why did **Lavrov go to Great \ Britain** last month?
— He was to sign a \contract there.

Prompts: 1. to go on business to France; 2. to go to the plant; 3. to contact Blake & Co; 4. to phone the Belgrad Hotel; 5. to go to the airport.

Step 3. **The interrogative form.**

Ex. 7. a) Ask and answer as in the model.

— Are / you **to meet Mr Brown at the airport?**
— \ No, I think somebody \ else will meet him.

Prompts: 1. to make a report at the conference; 2. to show Mr White some places of interest; 3. to pick up Mr Gray at the hotel; 4. to take Mr Smith to the Pushkin Museum; 5. to reserve accommodation for the inspectors; 6. to book seats for a plane to London.

b) Now ask your friend what he was to do yesterday.

SECTION III

to be able

Step 1. **Read the dialogue.**
— Can the manager receive me now?
— I afraid he can't, he is having talks.
— When **will he be able to receive** me?
— He'll **able to receive** you only in the afternoon, Mr Brown. He **won't be able to receive** you earlier.

to be able употребляется как эквивалент глагола **can** в будущем времени.

The secretary **said** the manager **would be able** to receive Mr Brown only in the afternoon.

Step 2. **The negative and interrogative forms.**

Ex. 8. Ask and answer as in the model.

— Will Mr Brown be able **to meet me** to/day? — I'm afraid, he\won't. He will be able to **meet you** next\week only.

Prompts: 1. to clarify all the matters with the manufacturer; 2. to translate the offer from Green & Co; 3. to take me to the plant; 4. to deliver the goods urgently; 5. to discuss **all** the matters; 6. to go sightseeing.

UNIT II

SPEECH PATTERN

Pattern 1.

The suit is **one size too small (big).**

Ex. 9. a) Say and respond as in the model.

— **These shoes** are one size too\small for me. — Here is another pair, a size\larger.

Prompts: 1. coat; 2. dress; 3. suit; 4. jacket; 5. trousers.
b) Now say that shoes (coat, dress, etc.) are too large for you.

Pattern 2.

— The suit will wear for ↘ages. — ↗**Will it?** That's ↘nice.

Ex. 10. Say and respond as in the model.

— **The cast was very ↘good.** — ↗ Was it? And I think that the leading actors were quite ↘ordinary.

Prompts: 1. My friend likes heavy metal music; 2. My son is going skiing in the afternoon; 3. We rent a house in the country; 4. I go swimming every Sunday in winter; 5. The Sellers started shipping the goods with a big delay.

UNIT III

WORKING ON THE TEXT

Shops and Shopping in London

A

Oxford street is one of the biggest and most popular shopping centres in London. Its nice shops and **department stores attract** people from **all over** the country and from foreign countries **as well.**

Shops and department stores are open every day till 6 o'clock except on Sundays. If you can't go shopping during the day you can make **a purchase** on Thursday after office hours, as the shops **close** at 8 o'clock in Oxford street on that day.

There are diffierent kinds of shops in Oxford Street: there are **clothes** shops and **shoe** shops, book shops and **dress** shops. But many people **prefer** a department store, as it offers almost everything in one building.

One of the largest department stores in Oxford Street is Selfridge's[1]. It has about 235 different **departments.** It is a very expensive department store, that is why most Londoners have to go to cheaper shops: Marks and Spenser's for clothes and **supermarkets** for **food.**

Supermarkets have become very popular with shoppers*. They sell not only food, but also **ready-made** clothes, toys** and other goods. They are **self-service** shops.

B

On Saturday morning Borisov went shopping in Oxford Street as he was to leave London soon. He **called at** the men's department of a big department store.

He came up to **a salesgirl** and asked her to help him **to choose a suit.**

Salesgirl: What kind of suit do you **have in mind,** sir?
Borisov: I'd like a light suit for summer **wear**, nothing too modern.
Salesgirl: **Single-** or **double-breasted***?
Borisov: Single-breasted, please.
Salesgirl: What's your **size,** sir?
Borisov: I'm afraid, I don't know my English size.
Salesgirl: You'll have **to try on** this one for size in **the fitting-room** over there****.
Borisov: I don't think it's my size: **the jacket** is too **tight** and **the trousers** are too short.
Salesgirl: Yes, I think the suit is one size too small for you, here is another, a size larger. It **looks** fine on you. It **fits** you perfectly.
Borisov: **So it does**[2].
Salesgirl: It's of very good quality, it'll wear for ages*****
Borisov: Will it? That's nice. How much is it?
Salesgirl: It **costs** £ ...
Borisov: Well, I think I'll take it, I like **the style** and the colour.
Salesgirl: Will you pay **cash?**
Borisov: Cash, please.
Salesgirl: Here is your purchase.
Thank you for coming.
Borisov: One more thing, please. Where can I buy **a pair** of shoes?
Salesgirl: On the fourth floor. You can take the lift.
Borisov: Thank you.

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* a shopper ['ʃɔpə] — покупатель
** a toy [tɔɪ] — игрушка
*** a single-breasted suit ['brestɪd] — однобортный костюм
a double-breasted suit — двубортный костюм
**** over there — вон там
***** for ages ['eɪdʒɪz] — *эд.* очень долго

Notes:

1. **Selfridge's** ['selfrɪdʒɪz] = Selfridge's department store — "Селфриджез", крупнейший универсальный магазин в Лондоне.
2. **So it does** — Реплика, выражающая согласие. Например: "The suit is very expensive." — "So it is."

Ex. 11. Read the text.
Ex. 12. Agree or disagree. Give your reasons.

1. Oxford Street is one of the most popular shopping centres in London.
2. Shops and department stores are open every day till 7 o'clock.
3. Many people prefer a department store for shopping.
4. Selfridge's is one of the largest department stores in Oxford Street.
5. Most Londoners prefer Selfridge's for shopping.
6. Supermarkets have become very popular.

* * *

1. Borisov went shopping for food.
2. He didn't ask anybody to help him to choose a suit.
3. He wanted a suit for summer wear.
4. The salesgirl told Borisov his English size.
5. The first suit that Borisov tried on fitted him.

Ex. 13. Say what you have learned from the text about:

1. Oxford Street and its shops; 2. Selfridge's; 3. Borisov's purchase.

Ex. 14. Think and answer.

1. Why does Oxford Street attract people from all over England?
2. Why do shops close at 8 on Thursday in Oxford Street?

* * *

1. Why did Borisov decide to go shopping in Oxford Street?
2. Why didn't he want anything too modern?
3. What kind of shoes do you think Borisov wanted to buy?

WORKING ON WORDS

to prefer smth. to

Ex. 15. a) Say and respond as in the model.

— I like **the\cinema.**
— But I prefer the\theatre to **the cinema.**

Prompts: 1. historical films; 2. television; 3. ballet; 4. classical music; 5. active holidays; 6. drama performances.

b) Now say what kind of books (resorts, holidays, etc.) you prefer.

to be popular with

Ex. 16. a) Respond as in the model.

— I **went to the Pushkin Mu\seum** yesterday. There were a lot of \people there.
— Oh, **the museum** is very popular with \visitors.

Prompts: 1. to visit the Kremlin; 2. to spend a holiday in the Crimea; 3. to go to the Children's World; 4. to see a ballet at the Bolshoy; 5. to see a performance at the Obraztsov Theatre.

b) Speak about the places in Moscow that are popular with tourists.

to call at a place to call on a person

Ex. 17. a) Read the models.

1. | I am going to call at the nearest department-store to buy a **new\dress.** |
|---|

b) Say where you will go if you want to buy:
a suit for winter wear, a book-shelf, coffee and tea, shoes for everyday wear, some English books, a colour TV-set, etc.

2. | I called on **Dick** yesterday. He wasn't \well. |
|---|

c) Say who you called on the other day and why.
d) What will you recommend your friend to do if:

1. Mike isn't very well; 2. there are no grey suits at this shop; 3. Mary has just returned from her holiday trip; 4. she'd like to buy some clothes for her children; 5. tomorrow is her sister's birthday; 6. his children want to see the new film which is on at the Moskva Cinema.

to wear

Ex. 18. a) Say and respond as in the model.

— Jane looked ↘nice yesterday.
— What did she ↘wear?
— She wore **a light grey ↘suit.**

Prompts: 1. a dark green coat; 2. jeans; 3. a coat of the latest style; 4. a single-breasted bright suit; 5. a nice red dress and black shoes; 6. a double-breasted jacket.

b) Now say what your friend (wife, husband, son, daughter, secretary, etc.) wore yesterday.

Ex. 19. a) Read the model.

I brought **a new ↘coat** last week.
I hope it will wear ↘well.

b) Say what you bought last and what you think of its quality.

to fit

Ex. 20. a) Read the model.

Will you try on **this ↗dress?**
I hope it will fit you ↘nicely.

b) Say what you will recommend your friend to try on and why.

UNIT V

KEY STRUCTURES AND SPECIAL POINTS

Articles

Ex. 21. a) Supply the articles where necessary.

1. — Where can I buy a coat?
   — There's ... department store in this district. There's a very good choice of coats at ... department store.
   — Is there ... shoe department there too?
   — Yes, there's, but ... department is not very large. You'll have to call at the Central Department Store. There are ... shoe departments there.
2. — I want a pair of shoes but I don't know my English size.
   — Try on this pair for ... size, please.
   — Oh, the shoes are too small for me. Give me ... size larger.
   — Here is another pair.
   — ... size is all right for me, but I don't like the style.

* * *

Lise [laɪz] walks along ... wide street, she looks for* ... new dress. She stops at ... door** of ... department store and comes in. She goes to ... Resort Department: she has found ... dress. It is ... bright yellow*** modern dress. She goes to ... fitting room and tries on ... dress.

"It's ... lovely dress," says ... salesgirl.

"I'll take ... dress," says Lise.

Then she sees ... coat for summer wear in red and white. Very quickly she puts on**** ... coat over***** ... new dress.

"You won't be able to wear ... two together, but it's ... lovely coat over ... white or blue dress."

"But I think they go very well together," Lise says, and gives ... coat and ... dress to ... girl: "I'll have them. ... colours of ... dress and ... coat are perfectly right for me."

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* to look for — искать
** door — дверь
*** yellow ['jelou] — желтый
**** to put on — одеть
***** over — поверх

Lise pays ... money and ... salesgirl gives her ... purchase.

Lise leaves ... department.

(After The Driver's Seat by Muriel Spark)

b) Say what you have learned from the text about the purchase that Lise made at the shop.

Tenses

Ex. 22. a) Supply the correct tense-forms of the verbs.

1. If Mike (to be, to go) on holiday on Monday, he (to have, to go) shopping on Saturday.
2. If we (can, to go) shopping at eleven tomorrow we (to be able, to make) all the purchases by lunch time.
3. If May (to have, to go) to the supermarket in the afternoon she (not to be able, to go) to the cinema with us.
4. If my husband (not to have, to stay) late at the office today we (to be able, to call) at the Central Department Store.

* * *

A few days ago Elsa (to call at) a big shoe shop in Madison Avenue for some shoes.

When she (to come in) the salesman (to speak) to another customer and Elsa (to have) to wait a few minutes.

When Else (to try on) black shoes she (to say).

"I (to have) to try on another pair. These shoes (to be) a little large for me."

"But I (not to know) if I (to be able) to find a smaller size in black. This model (to be) very popular and (to sell) very well. We (to sell) quite a lot of this model this week. But I (to have) to see," the salesman (to say).

Five minutes later he (to come back) with a pair of brown shoes: "(to try on) these for size. If you (to like) them I (to have) to order them in black."

Elsa (to put on) the brown shoes. "They (to fit) me and I (to like) the colour. I (to buy) them."

(After The Hot House by the East River by Muriel Spark)

b) Say what you have learned from the text about Elsa's shopping for shoes.

Prepositions

Ex. 23. a) Supply the correct prepositions.

1. — I'd like to buy a dress ... better wear.
   — Let's call ... the Central Department Store, there's a good choice ... dresses there.
2. — I called ... you yesterday morning, but you were out.
   — I went shopping ... some food.
3. Why do many people prefer supermarkets ... small food shops?
4. — I think this coat is the right size ... me.
   — Yes, it fits you perfectly.

* * *

Last Saturday Joan [dʒɔən] went shopping ... clothes. She called ... a big shop ... ready-made clothes ... the 5th Avenue. She wanted to buy a dress ... office wear. ... the shop she tried ... a few dresses... the fitting-room.

When she put ... the first dress she saw that it was too short ... her. The second dress was longer than the first one but it was too tight. The third dress looked nice ... her, it fitted her perfectly but it was green and Joan wanted something ... brown, and it cost more than Joan wanted to spend*.

Then she called ... a small shop and bought a dress. It was the right size and colour and it was not expensive ... her. She liked the dress very much.

b) Say what you have learned from the text about the dress Joan bought.

Miscellaneous

Ex. 24. a) Choose and use.

to say, to tell, to speak

1. What did you ...? I can't hear you.
2. Mary ... me everything about her holiday.
3. How many languages do you ...?
4. She ... "Good-bye" and left.

---

* to spend — тратить

5. I ... to the company manager on the phone yesterday.
6. ... the manager that Mr Lauson phoned him 10 minutes ago.
7. What did the president ... about at the conference?
8. Does your director ... good English?

Remember: to exchange smth. — обменять что-либо

b) Once when Mark Twain and his friend were in England they visited their friends and had dinner with them. They were to make speeches there. Mark Twain was the first to ... . He ... 20 minutes and everyone liked his speech. When the man asked Mark Twain's friend to ... them something, he ... : "Ladies and Gentlemen! Before this dinner we agreed with Mark to exchange speeches. He has just ... you what I wanted to ... and I'm glad that you liked it. But I'm sorry to ... I've lost Mark Twain's speech and cannot remember what he wanted to ... you."

c) Summarize the joke.

UNIT VI

Speech exercises

Ex. 25. a) Read the dialogue.

Remember: a shirt [ʃə:t] — мужская рубашка
to get a refund — получить деньги обратно

One Thursday Mrs Briggs went shopping for clothes. When she walked along Oxford Street she saw a red dress in the window of a small shop and decided to call there.

Salesgirl: What can I do for you, madam?
Briggs: Could you let me see that red dress in the window? I like the colour very much.
Salesgirl: I'm afraid it'll be too tight for you. How do you like this one, madam?
Briggs: It's another style, but I like it too. (In the fitting-room). Does it look fine on me?
Salesgirl: Very fine, indeed.
Briggs: I'll take it.
Salesgirl: You've chosen very well, madam. It'll wear for ages. Anything else?
Briggs: Could you show me a light grey shirt?

Salesgirl: How do you like this one? Isn't it lovely?
Briggs: Sure it is. By the way, if the shirt doesn't fit my son, can I bring it back later?
Salesgirl: Why, yes. You'll be able to exchange it or **get a refund.**
Briggs: Good.
Salesgirl: Will you pay cash?
Briggs: Yes.
Salesgirl: Thank you, madam.

b) Say what you have learned from the dialogue about:

1. Mrs Briggs' first purchase; 2. her second purchase.

c) Act out the dialogue.
d) Think and answer.

1. How did the salesgirl know that the dress in the window was too tight for Mrs Briggs?
2. Why did Mrs Briggs want to buy a grey shirt for her son?

Ex. 26. Answer the following questions:

1. Are there many department stores in Moscow?
2. What department stores attract people from all over the country?
3. Why do these department stores attract a lot of people?
4. Are there department stores for children in Moscow?
5. What goods can you buy there?
6. What attracts children in children's department stores?

* * *

1. Why do many people prefer to go shopping for clothes to department stores?
2. Is it convenient to call at a department store on Saturday? Why?
3. What department store do you usually go shopping to?
4. What departments are there in that department store?
5. Why do you prefer this department store to others?

* * *

1. When did you last go shopping for clothes?
2. What did you buy?
3. Where did you try it on?

4. Did the first coat (suit) fit you nicely or did you have to ask the salesgirl to bring you another?
5. Why did you decide to buy it?
6. How much did it cost?

Ex. 27. a) Read the story.

Remember: bread [bred] — хлеб

Daily Bread

Miss Martha was 40 years old but she was not married. She had her own shop, where she sold **bread**, both fresh* and stale** which was cheaper.

There was a customer who called at her shop two or three times a week. The man was not young but he was very pleasant. He wore cheap clothes but they always looked nice on him. He always bought stale bread and never fresh. Miss Martha decided that he was very poor. She always thought of him and was always sorry that she could not invite him to have dinner with her. She wanted to talk to him, to know more about him. She liked the man and began wearing her best dress. She wanted to help the poor man but didn't know how.

Once when her customer called on her to buy stale bread, Miss Martha had an idea and a good one, as she thought, to help him. She put some butter*** in the stale bread.

The next day two men came into the shop. One of them was her customer and the other — a young man. The customer was very angry**** and couldn't speak to her. So the young man told Miss Martha everything: "We work together in the same office. We use stale bread to take away pencil lines from our plans. We have worked at a plan of a new district for six months. We finished it this morning and began taking away pencil lines from it with your bread. You see, as there was butter in the bread the plan is good for nothing and we can't show this plan to anybody now."

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* fresh — свежий
** stale [steil] — черствый
*** butter — масло
**** to be angry — сердиться

When the men left Miss Martha went to her room upstairs, took off* her best dress and put on her old brown one.

(After O'Henry)

b) Say what you have learned from the story about:

1. Miss Martha; 2. her customer.

c) Think and answer;

1. Why did Miss Martha go upstairs and take off her best dress?
2. Do you think the customer will call at her shop again? Why do you think so?

Ex. 28. Speak on the topics.

1. Moscow department stores.
2. A department store in my district.
3. My last visit to a supermarket.

Ex. 29. Act out dialogues on the basis of the following assignments:

1. You are interested in buying compressors and require them urgently. Meet Mr Clark, a representative of the Sellers, in your office and discuss the delivery dates and terms of shipment with him. After the talks ask Mr Clark about his plans for Saturday.
2. White & Co have started producing a new model of pumps. Contact Mr White in his London office. Discuss the prices and the terms of delivery. After the talks speak about your plans for Saturday.
3. You have closely studied the terms of Black & Co for the machines you are going to buy. Meet the company manager, speak about the weather in Moscow, then discuss the number of the machines you want to have and the terms of payment with him.

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* to take off — снимать (одежду)

WRITTEN PRACTICE

Ex. 30. Supply modal verbs or equivalents in the correct tense-forms.

1. We ... to go to the plant with Mr Brown this Monday, but he hasn't arrived in Moscow yet. We ... to go to the plant next week.
2. There is no stop near this building, you ... to get off at the next stop.
3. These things are not duty-free. You ... to pay duty on them.
4. If you don't leave now, you ... not to come to the concert on time.
5. When ... the Sellers to deliver the goods?
6. We ... to reserve accommodation for Mr Brown tomorrow.
7. As the Buyer ... not provide shipping facilities the Seller ... to deliver the goods on CIF terms.

Ex. 31. Translate into English.

1. — Ты сможешь пойти с нами в театр?
   — К сожалению, нет. Мне придется задержаться на работе до 7 часов.
2. — Ты навестил вчера Анну?
   — Нет, мне пришлось остаться дома писать письма.
   — Ты собираешься пойти к ней сегодня?
   — К сожалению, нет. Мне предстоит поехать в аэропорт встретить г-на Брауна.
3. — Кто должен ехать в командировку в Киев?
   — Колосов должен был поехать туда, но он плохо себя чувствует, и придется мне поехать туда.
   — Когда ты едешь?
   — Я смогу поехать только через пять дней.

* * *

1. Что он сказал?
2. Что он сказал Вам?
3. Вы собираетесь выступить (говорить) на конференции?
4. Он рассказал нам много интересного о Лондоне.
5. О чем Вы собираетесь говорить?
6. Он сказал Вам что-нибудь важное?

7. Директор конторы сказал, чтобы мы провели переговоры на этой неделе.
8. На уроках английского языка вы должны говорить по-английски.

* * *

Если вам нужно сделать покупки, идите на проспект Калинина. Это одна из самых больших и известных торговых улиц Москвы. Она привлекает покупателей со всей страны, а также зарубежных гостей. Там вы можете купить все: продукты, книги, готовую одежду (платья, пальто, костюмы, брюки), мужскую и женскую обувь, игрушки, грампластинки.

На проспекте Калинина много больших современных магазинов и универмагов и почти все они — магазины самообслуживания. В универсаме всегда много покупателей, так как многие предпочитают купить все продукты в одном магазине.

UNIT VIII

VOCABULARY

1. **to go shopping** ['ʃɔpɪŋ] — ходить в магазин за покупками

to go shopping for smth. — идти покупать что-л.
e.g. She likes to go shopping. — Она любит ходить по магазинам.

a shopping centre — торговый центр

2. **a department store** [di'pɑ:tmənt'stɔ:] *n.* — универмаг
3. **a department** *n* — отдел
men's department — отдел мужской одежды
dress department — отдел женского платья
department of ready-made clothes — отдел готового платья
toy department — отдел игрушек
shoe department — отдел обуви
food department — продовольственный отдел

4. **to attract** [ə'trækt] *v* — привлекать
e.g. Many pictures attracted me at the Pushkin Museum.

to attract | **visitors** / **people**

5. **all over** — повсюду
all over the country — по всей стране

6. **as well** — также
e.g. Ann can read English and speak it as well.

As well так же, как и **too** стоит в конце предложения.

7. **a purchase** [ˈpəːtʃəs] *n* — покупка
to make a purchase
8. **to close** [klouz] *v* — 1. закрывать
2. закрываться
e.g. Close the book, please.
e.g. The conference closed at 2 o'clock.
9. **clothes** [klouðz] *n* — одежда
ready-made | **clothes** — готовая одежда
summer | **clothes** — летняя одежда
winter | **clothes** — зимняя одежда

Слово **clothes** в значении "одежда" употребляется только во множественном числе.

10. **a shoe** [ʃuː] *n* — туфля, ботинок
shoes for | **better wear**
shoes for | **everyday wear**
shoes for | **summer wear**
a pair of shoes — пара обуви
11. **a dress** [dres] *n* — платье
dress for | **summer wear** — летнее платье
dress for | **everyday wear** — платье на каждый день
dress for | **better wear** — выходное платье
evening | **dress** — вечернее платье
modern | **dress** — современное платье
expensive | **dress** — дорогое платье
cheap | **dress** — дешевое платье
12. **to prefer** [priˈfəː] *v* — предпочитать
e.g. I prefer historical films.
to prefer smth. to smth.
e.g. I prefer opera to ballet.
13. **cheap** [tʃiːp] *adv* — дешевый
cheap | **dress**
cheap | **ticket**
cheap | **book**
14. **a supermarket** [ˌsjuːpəˈmaːkit] *n* — универсам
15. **food** [fuːd] *n* — продукты
to buy | **food**
to sell | **food**
to offer | **food**
food | **shop**
food | **department**
16. **ready-made** [ˈrediˈmeid] *adj* — готовый
ready-made | **suit**
ready-made | **dress**
ready-made | **jacket**
ready-made | **trousers**
17. **self-service** [ˈselfˈsəːvis] *n* — самообслуживание
self-service | **shop**
self-service | **department**

18. **to call** [kɔ:l] *v* — зайти
to call at some place — зайти куда-л.

to call at a { **shop** / **department store** / **restaurant** / **cinema** }

e.g. Let's call at the booking-office and buy tickets for the Saturday performance.

to call on smb. — зайти к кому-л. (навестить кого-л.)

e.g. Why don't you call on us on Saturday?

19. **a salesgirl** ['seilzgə:l] *n* — продавщица
a salesman — продавец

20. **to choose** [tʃu:z] (**chose** [tʃouz], **chosen** [tʃouzn]) *v* — выбирать

to choose a { **book** / **suit** / **dress** }

21. **a suit** [sju:t] *n* — костюм
light suit — легкий костюм

to buy / **to try on** / **to choose** / **to put on** / **to take off** } **a suit**

22. **wear** [wɛə] *n* — носка, ношение (одежды)

for { **summer** / **winter** / **autumn** / **spring** } **wear** — для лета (зимы и т. д.)

suit for { **better wear** / **everyday wear** }

23. **to wear** [wɛə] (**wore** [wɔ:], **worn** [wɔ:n]) *v* — 1. быть одетым, носить (одежду) 2. носиться

e.g. Ann wore a lovely dress yesterday.
I hope the suit will wear well.

24. **a size** [saiz] n — размер

e.g. What size suit do you wear? — Какого размера костюм вы носите?

a size { **larger** / **smaller** }

one size { **too big** / **too small** } — на номер { больше / меньше }

25. **to try on** ['trai'ɔn] *v* — примерять

to try on { **a suit** / **a coat** }

to try on smth. for size — примерять что-л. для определения размера

e.g. Will you try on this coat for size?

26. **a fitting-room** ['fitiŋ rum] *n* — примерочная
27. **a jacket** ['dʒækit] *n* — пиджак

28. **tight** [tait] *adj* — узкий
29. **trousers** ['trauzəz] *n* — брюки
30. **to look** [luk] *v* — выглядеть, казаться
e.g. You look tired today. — Вы выглядите усталым сегодня.
The suit looks nice on you. — Костюм вам идет.
31. **to fit** [fit] *v* — сидеть, подходить, быть впору
e.g. The suit fits you all right. — Костюм сидит на вас хорошо.
32. **perfectly** ['pəːfəktli] *adv* — прекрасно
e.g. She acted the part perfectly.
33. **to cost (cost, cost)** *v* — стоить
e.g. — How much did the suit cost?
— It cost 70 roubles.
34. **a style** [stail] *n* — фасон
e.g. The dress is of modern style.
35. **cash** [kæʃ] *n* — наличные деньги
e.g. I'd like to pay cash. — Я хочу заплатить наличными.
36. **a pair** [pɛə] *n* — пара
a pair of | **shoes** / **trousers**
e.g. How much is this pair of shoes?
37. **to exchange** [iks'tʃeindʒ] *v* — 1. обменять что-л. 2. обменяться
e.g. If the suit doesn't fit you can exchange it later.
e.g. The Sellers and the Buyers exchanged letters on their future contract.
38. **a shirt** [ʃəːt] *n* — мужская сорочка
39. **to get a refund** [ri'fʌnd] — получить деньги обратно
e.g. You can exchange the coat or get a refund if you don't like it.
40. **daily** ['deili] *adj* — ежедневный, дневной
adv — ежедневно

Speech Patterns

1. The suit is **one size too small (big).** — Костюм на один размер меньше (больше).
2. — The suit will wear for ages. — Костюм будет носиться долго.
— **Will it?** That's nice. — Да? Разве? [употребляется для выражения удивления].

LESSON 6

Grammar:	1. The Present Perfect Continuous Tense (настоящее совершенное продолженное время).
	2. Reflexive Pronouns (возвратные местоимения).
Text:	Eating out.

UNIT I

GRAMMAR

SECTION 1

THE PRESENT PERFECT CONTINUOUS TENSE

Step 1. Read the dialogues.

a) — Are you still learning French words, Tom?
— Yes, I am.
— How long **have** you **been learning** them?
— **I have been learning** the words **for an hour**, but I still don't remember them.

b) — Where is Jane?
— She is in her room. She **has been writing** letters to her friends **since breakfast**.

c) — Where is Mr Dunn?
— He is in his study. He **has been reading** newspapers there **since he came back** from the office.

Present Perfect Continuous употребляется для выражения действия, которое началось в прошлом и продолжается в настоящий момент.

Продолжительность действия выражается обстоятельством времени с предлогами **for** (см. пример "a") и **since** (см. пример "b") или придаточным предложением времени, которое вводится союзом **since** (см. пример "c").

Present Perfect Continuous употребляется чаще в утвердительной и вопросительной формах.

Утвердительная форма образуется при помощи Present Perfect глагола to be и Present Participle смыслового глагола.

С глаголами, которые не употребляются в продолженном времени, вместо Present Perfect Continuous употребляется Present Perfect.

Step 2. **The affirmative form.**

Ex. 1. Ask and answer as in the model.

— **Are** you still **discussing the↗ prices?**
— ↘Yes, we have been discussing them for two ↘hours.

Prompts: 1. to discuss the terms of the contract; 2. to study the enquiry for the new model of pump; 3. to learn English; 4. to rain heavily; 5. to read the novel "Godfather"; 6. to play the part of Hamlet.

Ex. 2. Ask and answer as in the model.

— Where is Mr ↘ Dunn?
— He is in the ↘ office. He **has been waiting for the manager** since 10 o' ↘clock.

Prompts: 1. to look through the latest journals; 2. to write an answer to the letter from GML; 3. to speak on the phone with Mr Blade; 4. to have talks; 5. to clarify business matters with the president; 6. to study the offer for the new model of equipment.

Ex. 3. Ask and answer as in the model.

— What's Betsy ↘ doing now?
— **She is listening to ↘music.** She **has been listening to ↘music** since she came ↘home.

Prompts: 1. to watch a comedy on TV; 2. to help the children with their homework; 3. to wait for (her) friends; 4. to work in the garden; 5. to look through the latest journals; 6. to read a very interesting novel.

Step 3. **The interrogative form.**

Ex. 4. Say and respond as in the model.

— My friend **learns** \ **English.** — **How long has he been** \ **learning it?** — For about a \ year.

Prompts: 1. to live in a new district of Moscow; 2. to work at the State Department Store; 3. to collect stamps; 4. to play the leading part in "Pygmalion"; 5. to write plays for the children's theatre; 6. to translate English books into Russian.

Ex. 5. Say and respond as in the model.

— The mother **is working in the** \ **garden.** — Since when has she been \ working there? — Since 9 or 10 o' \ clock.

Prompts: 1. to show the sights of Moscow to (her) friends; 2. to sunbathe on the beach; 3. to skate in the park; 4. to wait for the inspectors at the plant; 5. to discuss the prices for the pumps.

SECTION II

REFLEXIVE PRONOUNS

Step 1. **a) Study the table.**

I	— myself
You	— yourself
He	— himself
She	— herself
It	— itself
We	— ourselves
You	— yourselves
They	— themselves

Каждое личное английское местоимение имеет соответствующее возвратное местоимение.

Ex. 6. Read the sentences.

1. The father bought **himself** new shoes.
2. Mary likes speaking about **herself**.
3. The Dunns enjoyed **themselves** during the camping holiday.
4. Mary has heard the news **herself**. (She **herself** has heard the news.)

Возвратные местоимения употребляются:
1. В качестве дополнения после глаголов. В этом случае они соответствуют русским местоимениям "себя, себе, собою" (см. примеры 1,2).
2. Для передачи возвратного значения глагола: (to enjoy oneself — "развлечься"). (См. пример 3).
3. Для усиления значения существительного или местоимения. В этом случае они соответствуют русским местоимениям "сам, само, сами" и могут стоять или после слова, значение которого усиливают, или в конце предложения (см. пример 4).

Step 2. **Practise the use of the reflexive pronouns.**

Ex. 7. a) Read the model.

— You ↗ know, Mary bought herself **a new** ↘ **dress** yesterday.

b) Say what your friend (parents, sister, brother, manager, etc.) bought some time ago.

Ex. 8. Say and respond as in the model.

— Jack is going **to buy an expensive** ↘ **car.**
— How do you ↘ know?
— He told me that him ↘ self.

Prompts: 1. to spend three months at the seaside; 2. to buy a large house in the country; 3. to study another foreign language; 4. to play the leading part in "Hamlet"; 5. to go on business to India ['indiə].

SPEECH PATTERNS

Pattern 1. So do I. (or: So does Voronin.)

Ex. 9. a) Say and respond as in the model.

— Besty always **goes to the country at ↘ weekends.**
— So do ↘ I. (So does my ↘ friend.)

Prompts: 1. to go shopping on Saturdays; 2. to spend holidays at the seaside; 3. to drink coffee in the mornings; 4. to go to the office by underground; 5. to look through newspapers in the evenings; 6. to go skiing on Sundays in winter.

b) Now say what you did yesterday or last week, what you will do tomorrow or next week and let your friend say that he did or will do the same thing.

Pattern 2. Neither do I. (or: Neither does my friend.)

Ex. 10. a) Say and respond as in the model.

— My friend doesn't **like de↘ tective novels.**
— Neither do ↘ I (Neither does my ↘ friend.)

Prompts: 1. to like pop music; 2. to stay on the beach in hot weather; 3. to go shopping on Saturdays; 4. to like love stories; 5. to like skating; 6. to wear clothes in bright colours.

b) Now say what you didn't do yesterday; what you won't be able to do tomorrow or next week and let your friend say that he didn't or will not do the same thing.

WORKING ON THE TEXT

Eating Out

A

Although the English do not **eat out** as much as other Europeans* do, there are many kinds of restaurants in England. Some of them are traditional restaurants where **a waiter serves** customers**, and others are self-service restaurants.

There are small restaurants and **cafes** which are very popular and crowded, especially during the lunch-hour, but it **is getting** more and more expensive **to have meals** there.

At self-service **cafeterias** a customer serves himself, and he can get a meal more quickly and less expensively there than in other **types** of restaurants. But the most popular place "for a drink and a chat"[1] has been and still is the famous English pub[2] with its **cosy** and **friendly** atmosphere***. People go to pubs not only for some **beer** or whisky, but to meet their friends and they often spend **the whole** evening there till closing time.

B

Once after the talks Mr Stanley invited Borisov to have dinner at the Savoy restaurant in the West End.

They came into the restaurant, took their seats at a table near the window and ordered **cocktails.**

Borisov: Mr Stanley, I've been staying in London only for a couple of weeks and I don't know much about English meals.

Stanley: Well, if you like, I can give you **a general** idea about that. At breakfast we usually have **bacon** and **eggs** or **sausages** and, **of course,** a cup of tea. The English lunch **consists of** two **courses:** a **meat** or a **fish** course with **vegetables** and **dessert.** At 5 o'clock in the afternoon we have tea, often with **a cake.** Some people have their last meal which is rather big

---

* a European [ˌjuərəˈpɪən] — европеец

** a customer — *эд.* посетитель

*** atmosphere [ˈætməsfɪə] — атмосфера

at 7 or 8 in the evening and call it dinner, while others have a small, late evening meal which they call **supper.**

Borisov: Thank you, Mr Stanley, that was rather interesting.

Stanley: Let's study **the menu** now and see what's on it tonight.

Waiter: Good evening, gentlemen.
Are you **ready** to order now?

Borisov: I'm afraid I don't **understand** the names of all **dishes** on **the menu**, Mr Stanley. Could you help me and recommend what to take?

Stanley: With pleasure. H-m-m, would you like **mushroom soup?**

Borisov: No, thank you. I seldom eat soup in the evening.

Stanley: Then you can order **roast-beef** with **fried potatoes.** It's a traditional English dish and it's usually delicious.

Borisov: Fine.

Waiter: How about you, sir?

Stanley: Well, **I'm** pretty **hungry.** I'll start with **chicken** soup, then I'd like **a steak** with green **salad.** And bring us a **bottle** of red **wine,** please.

Waiter: Would you like to order dessert now? There is a choice **of fruit** or **ice-cream.**

Borisov: I prefer fruit.

Stanley: So do I. What about some **cheese?**

Borisov: No cheese for me, thank you.

Stanley: I think I'll have some. And we'll finish with black coffee, **if you don't mind.**

Borisov: That sounds nice.

Waiter: Thank you, gentlemen. I hope you'll **enjoy yourselves.**

Notes:

1. **a place "for a drink and a chat"** — место, где можно выпить и поговорить
2. **pub** [от public house) — пивной бар в Англии

Ex. 11. Read the text.
Ex. 12. Agree or disagree, give your reasons.

1. There are very few types of restaurants in England.
2. It is not very expensive to have meals at self-service cafeterias.
3. Famous English pubs are very popular places.

* * *

1. In England lunch is a very small meal.
2. The English people have dinner at 7 or 8 o'clock in the evening.
3. The English never have supper as other Europeans do.
4. There were many dishes on the menu of the Savoy restaurant.
5. Mr Stanley wasn't very hungry and he ordered a small dinner.
6. There was nothing to choose for dessert.

Ex. 13. Say what you have learned from the text about:

1. different types of restaurants in England; 2. the famous English pubs; 3. English meals; 4. the dishes Mr Stanley and Borisov chose for dinner.

Ex. 14. Think and answer.

1. Why did Mr Stanley decide to invite Borisov to the Savoy restaurant in the West End?
2. What were they talking about during the dinner?
3. Did they enjoy their dinner or not? Why do you think so?

UNIT IV

WORKING ON WORDS

a meal to have a meal

Ex. 15. Answer the questions.

1. What is the 1st (2nd, 3rd) meal in our country (in Great Britain)?
2. Where do you usually have meals during the day?
3. Do you prefer having meals at home or out? Why?
4. Where do you usually have meals when you are on holiday (on a business trip)?
5. Can you always have meals on a plane (on a train)?
6. Do you have meals at regular hours or not?

to be ready for smth.

Ex. 16. a) Read the model.

We are ready for **the** ↘ **talks** now.

b) Say that you can go on a business trip (visit the plant, start the lesson, go sightseeing) now.

to enjoy oneself

Ex. 17. a) Read the model.

I always enjoy my ↗ self when I go to concerts of classical ↘ music.

b) Say that it's a pleasure for you (your son, daughter, wife, husband, etc.) to spend a holiday at the seaside, have dinner at a good restaurant, go sightseeing.

UNIT V

KEY STRUCTURES AND SPECIAL POINTS

Articles

Ex. 18. a) Supply the articles where necessary.

1. Look, there is ... restaurant over there. Let's go in and have lunch. ... restaurant looks nice and I hope the food will be good.
2. ...Prague restaurant is in the centre of Moscow. It is ... very good restaurant, actually one of ... best restaurants in Moscow. The service is good there and there is always a large choice of dishes on the menu.
3. Kate had ... meat with ... vegetables for the 2nd course. ... vegetables were very good, but ... meat was a bit dry.
4. — Let's buy ... fresh fruit for dessert today. They sell ... delicious fruit at this shop.
   — But look at the prices. ... fruit here is extremely expensive.
5. There was ... good restaurant near ... cinema and Joan decided to have dinner there.
   She ordered ... fried chicken with ... green salad and black coffee for ... dessert. ... chicken was delicious, but she couldn't drink ... coffee." ... English cannot make ... good coffee," she thought when she was leaving ... restaurant.

* * *

Waiter: Would you like to order now?
Donald: Yes, I'll start with ... steak. I'll have ... new potatoes and ... green salad. I'll order ... dessert later.
Waiter: And you, madam, what would you like to have?
Elizabeth: Well, I can't see anything I really like. I don't like ... chicken and I don't like ... fish.
Waiter: ... roast-beef is delicious today.
Elizabeth: No, that's not my idea of ... good meal. I'll have sausages with ... potatoes. That's my favourite dish. I have it every day.

b) Say what you have learned from the dialogue about the dishes that Donald and Elizabeth ordered.

Tenses

Ex. 19. a) Supply the correct tense-forms of the verbs.

1. It is a very boring novel. I (to read) it for two or three weeks, though usually I (to read) books very quickly.
2. — You (to discuss) the terms of delivery yet?
   — Not yet. We (to discuss) them since 10 o'clock and I (to think) we (to finish) only in an hour.
3. — ... you ever (to live) in Kaluga?
   I (to think) I (to meet) you there.
   — No, (to live) in Moscow since I (to be born), but I (to be) in Kaluga some years ago.

* * *

Julia Lambert (to be) a very good actress. She (to play) very well that night.

After the performance Julia (not to want) to go home. She (to want) to go to the Berkeley restaurant and have supper by herself. She (to phone) the restaurant and (to book) a table for one. A few minutes later she (to arrive) at the restaurant. The waiter (to come up) to meet her. "Your favourite table (to wait) for you, Miss Lambert," he (to say).

"What would you like to order?"

"I (to begin) with caviar* and then I (to have) a steak, fried potatoes and a bottle of beer."

"I (to eat) boiled** meat with vegetables for 10 years, but this (to be) not an evening to be on a diet***", she (to think while she (to wait) for the supper.

The caviar (to come) and Julia (to eat) it with white bread and butter. Then the steak (to arrive), a delicious steak wih vegetables and fried potatoes.

It (to take) her only a few minutes to eat all the food. The waiter (to come up) to her table:

"(to be) everything all right, Miss Lambert?"

"Lovely."

(After "*Theatre*" by S. Maugham)

b) Say what you have learned from the text about the supper Julia had at the Berkeley restaurant.

Prepositions

Ex. 20; a) Supply the correct prepositions.

A young man was going on a voyage**** which was to last a week. He knew that they served very good meals ... the voyage.

Actually, there were four meals every day. ... breakfast they usually served fish ... potatoes. Lunch was ... one and consisted ... three courses. Dinner came ... 6; it started ... soup, then there was fish, salad, cheese and dessert.

There was also a small supper ... 10. You could pay ... every meal before you had it, or ... all the meals ... advance which was cheaper. The young man decided to pay ... the whole week and did so.

Lunch came. He wasn't very hungry and he ate only some meat and fruit. He felt very bad ... this meal and when it was time ... dinner he couldn't go and have it. ... the next four days he had only bread and water, but ... Saturday he had a cup ... tea and a cake and ... Monday he ate some chicken soup. He left the ship***** ... Tuesday

---

* caviar [ˈkævɪə] — икра
** boiled [bɔɪld] — вареный
*** a diet [daɪət] — диета
**** a voyage [vɔɪdʒ] — путешествие (морским путем)
***** a ship — корабль (о корабле англичане говорят "she").

and when it was going away he thought. — "There she goes, there she goes ... all the food I've paid ... and haven't had."

(After "*Three Men in a Boat*" by Jerome K. Jerome)

b) Say what you have learned from the text about the young man's voyage.

Miscellaneous

Ex. 21. a) Choose and use.

many, much

1. There is ... furniture in my sitting-room but there are not ... things in my bedroom.
2. We sell ... equipment to different countries of the world. ... foreign companies are interested in buying our machines.
3. We have received ... information on the Model AB pump from the Sellers lately.
4. There are always ... dishes on the menu at the Metropol restaurant.

UNIT VI

SPEECH EXERCISES

Ex. 22. a) Read the dialogue.

Remember: a bill — счет

Fred came on a short visit to London and was staying with his friend Robert.

One morning they went to a museum. At 12.30 they were hungry and decided to have lunch.

Robert: Let's go to this restaurant. I think waiters serve customers here and it's a pleasant change from a self-service restaurant or from a cafeteria. Here is a table. (They find the menu on the table and begin to study it.)

Waiter: Good afternoon. Can I take your order, gentlemen?

Fred: I'll have a veal cutlet*, fried potatoes and green peas**.
Robert: I'll have mushroom soup, roast-beef and potatoes.
Waiter: Thank you.
(In a few minutes.)
Robert: How is your cutlet, Fred?
Fred: It's delicious. I hope your roast-beef is all right too?
Robert: Yes, very good indeed.
Waiter: Would you like to order dessert now?
Fred: I think I'll have a cake and a cup of black coffee.
Robert: I'll have cheese and ice-cream, although probably they won't go very well together.
And bring us **the bill**, please.
Waiter: Yes, sir.

b) Act out the part of the dialogue in which:

1. Robert and Fred are ordering dishes for the lunch;
2. ordering dessert.

Ex. 23. a) Read the story.

Remember: to get married — жениться, выходить замуж
to cook — готовить [пищу]

The Cook***

Susan and Peter **got married** in Rome [roum] where Peter was working as a teacher at the Parker Institute****. They lived in a nice room at the Anconi Hotel and had their meals at the restaurant of the hotel.

Some time later Susan got an urgent telegram from her home in England which said that her mother felt bad. So she had to fly to London.

Today she was to come back and Peter was waiting for her at Rome Airport. The plane landed with a short delay. Susan got off, went through the Customs and Passport Control and came up to Peter.

"Hello", she said. "How are you?"

"Fine. And you?"

---

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** peas [pi:z] — горох
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"Oh, I am tired, but happy to be back. Any news?"

"Yes, I've rented a comfortable flat for us. I've been living there for a week already. It is very close to the Anconi Hotel. Are you glad, Susan?"

"Of course I am, but I'm also afraid. You know, I can't **cook.**"

"It's all right. I'll cook our meals. And we won't have to eat at home all the time. We can sometimes go to the Anconi restaurant and eat our favourite dishes there."

It took them about an hour to get from the airport to their new home.

"Well, you have a look at the flat," Peter said, "and I'll cook our lunch. We are going to have fried meat, if you don't mind. It will be ready very quickly." And he went to the kitchen. Soon Susan came in and looked at the meat.

"It looks very nice, but why are you cooking it without butter?"

"Never mind," Peter said, "It'll cook itself. We can go and have some beer."

In the room they sat down on the sofa and began to drink beer and exchange news. Some minutes later Susan asked; "Don't you think the meat can burn*?"

They came into the kitchen.

"It has burnt, after all," Peter said.

"Have you ever cooked meat before?" Susan asked.

"As a matter of fact, I haven't"

"Neither have I," said Susan. "You know what, let's go to the Anconi restaurant. They serve delicious fried meat there."

(After J. M. Ward)

b) Say what you have learned from the text about:

1. Susan's return from London; 2. Susan and Peter's arrival at the new flat; 3. Peter's cooking.

c) Think and answer:

1. Why did Peter rent a flat?
2. What did they speak about while the meat was cooking in the kitchen?

---

* to burn [bən] (burnt, burnt) — подгорать

3. Will they eat out or will they cook their meals themselves in the flat?

Ex. 24. Answer the following questions:

1. Do you often or seldom eat out?
2. Do you prefer to go to a restaurant or a cafe? Why? Which of the Moscow restaurants is your favourite?
3. What can you say about the service at this restaurant?

* * *

1. When did you last go to a restaurant?
2. Who did you go there with?
3. What dishes did you order for the 1st and the 2nd courses?
4. What did you choose for dessert?
5. Did you enjoy the meals at this restaurant?

* * *

1. Do foreigners enjoy traditional Russian dishes?
2. Which of them are their favourite ones?
3. When did you last take foreign businessmen to a restaurant?
4. What were their impressions of the lunch (dinner, supper)?

* * *

1. What do you usually have for breakfast, dinner and supper?
2. Do you (does your wife) enjoy cooking? If not, why?
3. What do you prefer — to have a holiday dinner (supper) at home or at a restaurant? Why?

Ex. 25. Speak on the topics.

1. Moscow restaurants.
2. The meals you have during the day.
3. Your last visit to a restaurant.

Ex. 26. Act out dialogues on the basis of the following assignments:

1. Blake & Co are going to buy Soviet machines. Meet Mr Blake at your office and discuss terms of payment

and delivery with him. After the talks invite him to the Arbat restaurant.

2. Your company requires some compressors. You've come to London to place an order for compressors with Brown & Co. Visit Mr Brown, a representative of this company, and discuss with him the price for the latest model.
   Mr Brown invites you to have lunch at a restaurant. Ask him about English meals.
3. You are having a business lunch with Mr Spenser at a restaurant. Ask him to help you make your choice. While you are having lunch speak to him about the machines you want to buy from his company.

UNIT VII

WRITTEN PRACTICE

Ex. 27. Translate into English.

1. Мы изучаем каталоги с утра.
2. Моя дочь читает английские книги в оригинале уже 2 года.
3. Инженеры обсуждают цены и условия контракта с утра.
4. Мы покупаем оборудование у этой фирмы уже полтора года.
5. Дождь идет с 12 часов дня.
6. Г-жа Данн говорит по телефону уже 20 минут.
7. Воронин работает на совместном предприятии уже 2 года.

* * *

1. Моя дочь купила себе очень хорошее зимнее пальто в магазине на Ленинском проспекте.
2. Я сама говорила по телефону с г-ном Кларком и договорилась с ним о встрече в пятницу.
3. Вы сами видели этот фильм или кто-нибудь рассказал вам о нем?
4. Наш директор сам поедет в Нью-Йорк, чтобы обсудить цены на машины с представителем фирмы.

5. Наши инженеры сами ездили на завод в Глазго, чтобы посмотреть оборудование фирмы.
6. Я бы хотел купить себе несколько английских книг.

* * *

1. Это очень хороший ресторан. В нем хорошее обслуживание и великолепная еда. Я обычно заказываю здесь бифштекс. Давай зайдем сюда и пообедаем.
2. — Что бы вы хотели заказать?
   — Я возьму грибной суп, затем жареного цыпленка с картофелем и салатом и мороженое на десерт.
   — Вы бы хотели что-нибудь выпить?
   — Да, сухого вина.
3. Традиционный завтрак англичан состоит из яичницы с беконом и чая с молоком. А обед — из трех блюд: на первое они едят суп, на второе — мясное или рыбное блюдо, а на десерт — сыр.

Ex. 28. Write about your last visit to a restaurant.

UNIT VIII

VOCABULARY

1. **to eat (ate, eaten)** [iːt,et,ˈiːtn] *v* — есть
   to eat out *v* — есть вне дома (в кафе, ресторане и т. д.)
2. **a waiter** [ˈweɪtə] *n* — официант
3. **to serve** [səːv] *v* — обслуживать, подавать
   to serve | **breakfast** / **lunch** / **customers**
4. **service** [ˈsəːvɪs] *n* — обслуживание
   good / **bad** / **excellent** | **service**
   e.g. The meals at this restaurant are good, but the service is rather bad.
5. **a cafe** [ˈkæfeɪ] *n* — кафе
6. **to get (got, got)** *v* — 1. становиться (глагол выражает переход из одного состояния в другое)

to get	**cold**	— холодать
	old	— стареть
	tired	— уставать
	interested	— заинтересоваться

e.g. It usually gets warm in May.

e.g. Yesterday I got tickets for a new performance. — 2. получать, доставать

7. **a meal** [mi:l] *n* — еда (принятие пищи)

e.g. Breakfast is the first meal of the day.

to have meals — есть

e.g. Our family has meals four times a day.

8. **a cafeteria** [kæfi'tiəriə] *n* — кафетерий

9. **a type** [taip] *n* — тип, вид

type of	**equipment**
	goods
	restaurant
	shops

10. **friendly** ['frendli] *adj* — дружеский, дружески настроенный

friendly	**visitor**
	customer
	talk

11. **cosy** ['kouzi] *adj* — уютный
12. **beer** [biə] *n* — пиво
13. **whole** [houl] *adj* — весь

the whole	**day**
	country
	city

syn. **all**

Whole употребляется только с существительными в единственном числе. Перед словом **whole** всегда стоит определенный артикль или притяжательное местоимение: the whole day, but: all the day, all days.

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14. **a cocktail** ['kɔkteil] *n* — коктейль
15. **general** ['dʒenərəl] *adj* — общий, общего характера

general idea

16. **bacon** ['beikn] *n* — бекон

bacon and eggs — яичница с беконом

17. **sausage** ['sɔsidʒ] *n* — колбаса, сосиска
18. **of course** [əv'kɔs] — конечно
19. **to consist** [kən'sist] *v* — состоять

to consist of

e.g. Traditional Russian dinner consists of three courses.

20. **a course** [kɔs] *n* — блюдо (часть обеда, ужина и т. д.)

e.g. What will you take for the 1st course?

a three-course meal

a meal of three courses

21. **meat** [mit] *n* — мясо

Названия пищи употребляются без артикля, за исключением тех случаев, когда речь идет об ограниченном количестве того или иного продукта. Тогда перед названиями пищи стоит определенный артикль. Например:
I like **meat** very much.
The meat we ate at this restaurant was very good.

22. **fish** [fɪʃ] *n* — рыба
23. **vegetable** ['vedʒɪtəbl] *n* — овощ
    green vegetables — зелень, овощи
    syn.: **greens**
24. **dessert** [dɪ'zə:t] *n* — десерт, сладкое (блюдо)
    e.g. What would you like to have for dessert?
25. **a cake** [keɪk] *n* — пирожное, кекс, торт
26. **supper** ['sʌpə] *n* — ужин
    e.g. We usually have cold meat for supper.
    to have / to serve | **supper**
27. **a menu** ['menju:] *n* — меню
    e.g. There is a large choice of dishes on the menu of the Prague restaurant.
28. **to be ready** ['redɪ] *v* — быть готовым
    to be ready | **for smth.** / **to do smth.**
29. **to understand** [ˌʌndə'stænd] *v* — понимать
    (understood, understood) *v*
30. **a dish** [dɪʃ] *n* — блюдо, кушание
    to choose / to order | **a dish**
    hot / cold / fafourite | **dish**
31. **a mushroom** ['mʌʃrum] *n* — гриб
32. **soup** [su:p] *n* — суп
    vegetable / mushroom | **soup**
33. **roast-beef** ['roust'bi:f] *n* — ростбиф
34. **fried** [fraɪd] *adj* — жареный
35. **potatoes** [pə'teɪtouz] *n* — картофель
    new / fried | **potatoes**
36. **delicious** [dɪ 'lɪʃəs] *adj* — восхитительный [о вкусе, запахе]
37. **hungry** ['hʌŋgrɪ] *adj* — голодный
    to be hungry — быть голодным, хотеть есть
    to get — проголодаться
    e.g. Everyone was tired and **hungry**.
38. **chicken** ['tʃɪkɪn] *n* — цыпленок
39. **steak** [steɪk] *n* — бифштекс

40. **salad** ['sæləd] *n* — салат
vegetable, **fruit**, **fish**, **meat** | **salad**
41. **bottle** [bɔtl] *n* — бутылка
42. **wine** [wain] *n* — вино
red, **dry**, **white** | **wine**
a bottle of wine
43. **fruit** [fru:t] *n* — фрукты

> Слову "фрукты" в английском языке соответствует неисчисляемое существительное fruit.
> Существительное fruit имеет форму множественного числа, когда имеются в виду различные виды фруктов. Например:
> Do you eat *much* **fruit**? In autumn we can buy *many* **fruits** in our shops.

44. **ice-cream** ['aiskri:m] *n* — мороженое
45. **cheese** [tʃi:z] *n* — сыр
46. **to mind** [maind] *v* — возражать, быть против [в вопросительных и отрицательных предложениях]

e.g. Do you mind if I smoke here?
if you don't mind — если вы не возражаете
47. **to enjoy oneself** — развлечься, хорошо провести время

to enjoy oneself at the cinema (theatre, restaurant)
48. **a bill** *n.* — счет
to pay the bill
49. **to cook** [kuk] *v* — готовить пищу, варить
to cook | **meat**, **fish**
50. **to be married** — быть женатым, быть замужем

e.g. They have been married for 20 years.
to get married — жениться, выходить замуж

Speech Pattern

1. **So do I.** — Я тоже. (в ответ на утвердительное предложение)
e.g. — I learn English.
— So do I.
2. **Neither do I.** — Я тоже. (в ответ на отрицательное предложение)
e.g. — I don't speak French.
— Neither do I.

LESSON 7

Grammar:	The Past Perfect Tense (предпрошедшее время).
Text:	Discussing Prices and Terms of Payment.

UNIT 1

GRAMMAR

The Past Perfect Tense

Step. 1. **Read the dialogue and the situations.**

a) — I think, Paul **had finished** his work by 5 yesterday.
— Yes, he had. I phoned him at 4.50. He **had** already **left** the office.

b) Richard and his wife were late for the performance. When they got to the theatre the play **had** already **started.**

c) Last month Lavrov had to go on business to London. Before he went there he **had discussed** some business matters with his director and **got** the necessary instructions from him.

d) It began snowing after I **had come** home.

> Past Perfect употребляется для обозначения действия, совершившегося до определенного момента в прошлом. Этот момент может быть выражен точным указанием времени с предлогом **by** (см. пример "a") или другим прошедшим действием (см. примеры "b" "c" "d").
>
> Past Perfect образуется с помощью глагола **to have** в форме Simple Past и Participle II смыслового глагола.

Step. 2. **The affirmative form.**

Ex. 1. Ask and answer as in the model.

> — When did you **finish your \ work** yesterday?
> — I **had finished it** by 5 o'\clock.

Prompts: 1. to complete the talks; 2. to arrive at the airport; 3. to come back from the plant; 4. to ship the goods to Bell and Co; 5. to deliver the machines to the Buyers; 6. to type the letters.

Ex. 2. a) Ask and answer as in the model.

> — Did you see Lavrov ↗ yesterday?
> — ↘No, I ↘ didn't. When I came to the ↗ office he **had** already ↘ **left.**

Prompts: 1. to go to the airport; 2. to go to the plant with the inspectors; 3. to go to the theatre with the British delegation; 4. to go to meet the representatives of the company; 5. to start talks with Mr Brown.

b) Say why you couldn't speak to the director yesterday.

Ex. 3. a) Read the model.

> We **contacted Brown and ↗ Co** after we had studied their ↘ offer.

b) Say when you invited foreign businessmen to a restaurant (sent an enquiry to Brown and Co, went to the departure lounge, cooked dinner, etc.)

Step 3. **The negative form.**

Ex. 4. a) Read the model.

> I↘**couldn't watch the 9 o'clock news on tele↗vision** because I hadn't finished my ↘ homework by that time.

b) Say why you couldn't go to the cinema for the 7 o'clock performance (have lunch at 2, send an enquiry yesterday, ship the goods by the end of the month, sign the contract on Monday).

Ex. 5. Ask and answer as in the model.

> — Was the manager in the ↗ office when you **phoned him?**
> — ↘No, he ↘ wasn't. When I ↗ **phoned him** he ↘ hadn't come to the office yet.

Prompts: 1. to come back from the plant; 2. to come back from the airport; 3. to come back from the conference; 4. to finish lunch; 5. to finish the talks.

Step 4. **The interrogative form.**

Ex. 6. Say and respond as in the model.

— I **was in Great Britain** last ↘ year. — Had you been there be ↗ fore? — ↘ No, ↘ never.

Prompts: 1. to be at the British Museum; 2. to call at Selfridge's; 3. to have a rest at the Baltic coast; 4. to go to Brighton; 5. to fly to New York; 6. to have dinner at the Metropol restaurant.

Ex. 7. a) Ask and answer as in the model.

— What **business matters had you dis** ↗ **cussed** before you signed the ↘ contact? — We had discussed ↗ prices, terms of ↗ payment and de ↘ livery.

b) Now ask your friend what catalogues he had studied (where he had seen the equipment, how long it had taken him to discuss the matters, what matters he had clarified) before he signed the contract.

UNIT II

SPEECH PATTERNS

Pattern 1. | We **find** the price **high** |

Ex. 8. a) Ask and answer as in the model.

— Did you ↗ like **the new film?** — Oh, ↘ yes, I found it (rather) ↘ interesting.

Prompts: 1. your friend's new flat; 2. our furniture; 3. the new opera at the Bolshoy Theatre; 3. "Hotel" by Hailey; 5. the performance you saw at the Art Theatre.

b) Now say what you think about:

1. streets of London; 2. the new comedy at the Pushkin Theatre; 3. the Sellers' prices; 4. the dishes you ordered at the Prague restaurant; 5. the performance of the actress who played the leading part in "Anna Karenina".

Pattern 2. We are looking forward to doing good business with Brown and Co.

Ex. 9. a) Say and respond as in the model.

— I've heard you are going **to visit** \ **London** soon.
— \ Yes, I am looking forward to \ **visiting the city.**

Prompts: 1. to visit your friend in Kiev; 2. to receive a new flat; 3. to make a trip to the seaside in summer; 4. to do business with Bell and Co.; 5. to go to the Bolshoy Theatre next week; 6. to spend your holiday in the Crimea.

b) Now say what your friend is looking forward to.

UNIT III

WORKING ON THE TEXT

Discussing Prices and Terms of Payment

As you know Soyuzimport was interested in buying pumps from Bond and Co.

After Mr Stanley and Borisov had discussed the time of shipment, the terms of delivery and the **number** of pumps they started discussing the price and terms of payment.

Stanley: Good morning, Mr Borisov.
Borisov: Good morning, Mr Stanley.
Stanley: **Happy** to meet you again.
Borisov: The pleasure is mine[1].
Stanley: Sunny morning, isn't it?
Borisov: Yes, it's beautiful.
Stanley: The weather **will keep fine**, I hope.
Borisov: I hope so too.
Stanley: Good weather is a good way to start business, isn't?
Borisov: That's true*. Let's get down to business** then. I'd like to start with the price. Mr Stanley, I'm sorry to say it is not **acceptable** to us. You **have quoted** a very high price.

* that's true [tru:] — это верно.
** let's get down to business — давайте перейдем к делу.

Stanley: Oh, £ ... **per unit** is quite a **reasonable** price. As you know we **have improved** the model. And **besides** the price **includes export packing.**

Borisov: Yes, we know that. But we also know that the prices on the world **market** for this type of pumps are **lower** than yours.

Stanley: But the quality of our pumps is higher and we've delivered a lot of pumps to different countries of the world at this price.

Borisov: And still*, Mr Stanley, we find the price a bit high. I'd like **to stress** that it's our **trial** order with your company and if we **are satisfied** with our **transaction** you can expect **repeat** orders from us.

Stanley: Well, **the only** thing we can do is to give you a discount of 2% off **the value** of the contract.

Borisov: Fine. That **settles** the price problem.

Stanley: And how about **the manner** of payment? I hope payment by **a letter of Credit against shipping documents** will suit you.

Borisov: Yes, it will.

Stanley: Good. You are to open a L/C with the Moscow Narodny **Bank** after our **Notification of the Readiness** of the goods for shipment.

Borisov: All right. One more thing, Mr Stanley. Our people would like to visit your **manufacturing** plant, if possible.

Stanley: No problem. We can easily **arrange** it and I myself will take you there.

Borisov: Thank you, Mr Stanley.

Stanley: Thank you, Mr. Borisov. We **are looking forward to establishing** good business **relations** with your company.

Note:

1. **The pleasure is mine.** — Я тоже. (в ответ на фразы типа: I'm **glad** to see you; I'm happy to meet you.)

Ex. 10. Read the text.
Ex. 11. Agree or disagree. Give your reasons.

1. When Mr Stanley and Borisov met, the weather was very bad. It was raining heavily.
2. The company quoted quite a reasonable price.

* still — *зд.* и все же

3. Bond and Co delivered a lot of pumps to different countries of the world.
4. Their customers were quite satisfied with the quality of the pumps.
5. The Buyers were to make payment for collection.
6. It was difficult for Mr Stanley to arrange a visit to the manufacturing plant.

Ex. 12. Say what you have learned from the dialogue about:

1. the discussion of the price; 2. the Sellers' manner of payment.

Ex. 13. Think and answer.

1. Why was Soyuzimport interested in the pumps of Bond and Co?
2. Why were Bond and Co interested in doing business with Soyuzimport?
3. Why did Bond and Co improve the model?
4. Why did Bond and Co give a discount to the Buyers?
5. Why did Borisov want to visit the manufacturing plant?

UNIT IV

WORKING OF WORDS

to be acceptable

Ex. 14. a) Ask answer as in the model.

— Did you accept **the Seller's ↗ prices?**
— ↘ No, we ↘ didn't. They are ↘ **not acceptable to us.**

Prompts: 1. terms of shipment; 2. terms of delivery; 3. terms of payment; 4. payment for collection; 5. payment by a L/C.

b) Ask your friends.

1. if the Sellers' prices are always acceptable to the Buyers or they sometimes find them high;
2. what the Sellers usually *do if the prices are not acceptable* to them;
3. if the Sellers sometimes give a discount off the value

of the contract if the prices are not acceptable to their Buyers;
4. if the Sellers sometimes change terms of delivery if they are not acceptable to the Buyers.

to be satisfied

Ex. 15. a) Read the model.

We are ↘not satisfied with the quality of your machines.

b) What could you say if:

you didn't like your trip to Suzdal; the purchase you've made; the service at the cafeteria you last visited; the quality of your shoes; the terms of delivery under the contract; the performance of the transaction.

UNIT V

KEY STRUCTURES AND SPECIAL POINTS

Articles

Ex. 16. a) Supply the articles where necessary.

1. "I'm happy to meet you." "... pleasure is mine!".
2. It's ... pleasure to spend a weekend in the country.
3. "Will you go to the British Museum with us?" "Yes, with ... pleasure."
4. It's ... good market for our goods.
5. We know the prices on ... world market for this type of compressors.
6. We couldn't accept ... price of the Sellers. They quoted ... very high price.
7. ... prices for this type of pumps are usually high.
8. We can offer you our cars at ... price of £ ... per unit.

* * *

Johnson and Sons, ... British company, were interested in ... machine-tools* of Soyuzexport. Mr Walker, ... man-

* a machine-tool — станок

3. Bond and Co delivered a lot of pumps to different countries of the world.
4. Their customers were quite satisfied with the quality of the pumps.
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2. Why were Bond and Co interested in doing business with Soyuzimport?
3. Why did Bond and Co improve the model?
4. Why did Bond and Co give a discount to the Buyers?
5. Why did Borisov want to visit the manufacturing plant?

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— ↘ No, we ↘ didn't. They are ↘ not acceptable to us.

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b) Ask your friends.

1. if the Sellers' prices are always acceptable to the Buyers or they sometimes find them high;
2. what the Sellers usually do if the prices are not acceptable to them;
3. if the Sellers sometimes give a discount off the value

of the contract if the prices are not acceptable to their Buyers;
4. if the Sellers sometimes change terms of delivery if they are not acceptable to the Buyers.

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5. We know the prices on ... world market for this type of compressors.
6. We couldn't accept ... price of the Sellers. They quoted ... very high price.
7. ... prices for this type of pumps are usually high.
8. We can offer you our cars at ... price of £ ... per unit.

* * *

Johnson and Sons, ... British company, were interested in ... machine-tools* of Soyuzexport. Mr Walker, ... man-

* a machine-tool — станок

ager of ... company, arrived in Moscow to have ... talks with ... engineers of Soyuzexport. Before he came to our country he had contacted Soyuzexport and ... secretary of ... company arranged his visit to ... Ministry for Foreign Economic Relations.

On ... 5th of March Mr Walker and ... representatives of ... Sellers met to discuss ... business.

Soyuzexport was ready to offer Mr Walker 20 machine-tools of ... latest model at ... price of £ ... per unit. But Mr Walker couldn't accept ... price. He found it higher than ... prices on ... world market for this type of ... machine-tools.

As it was ... trial order Soyuzexport found it possible to give ... Buyers ... 2% discount off ... value of ... contract. That settled ... price problem. After ... engineers had discussed all ... matters ... General Director of Soyuzexport invited Mr Walker to visit ... Bolshoy Theatre to see ... ballet performance there. Mr Walker was happy to accept* ... invitation as he had never been to ... Bolshoy before.

b) Say what you have learned from the text about the talks between Soyuzexport and Johnson and Co.

Tenses

Ex. 17. a) *Supply the correct forms of the verbs.*

1. Last month we (to place) a trial order with Brown and Co. with whom we (not to do) business before.
2. In June we (to be going) to make a transaction with Bell and Co. We (not to have) any business relations with them before.
3. "Why you (can, not to go) to the theatre with me now?" "Well, you see, I (not finish) my work yet."
4. "Why you (not to go) to the manufacturing plant yesterday afternoon?" "I (can, not to go) there because we (not to complete) the talks by that time.

* * *

Mr Smith, the manager of a small furniture company, (to speak) with his regular and very important customer.

---

* to accept [ək'sept] — принять

Customer: All right. I'(to give) you one last chance*. That's this order. No more mistakes. You last (to deliver) the furniture which I even (not to order).

Manager: Oh, I'm very sorry. We (not to do) that again.

Customer: I (to hope) not. Remember! This order (to be) very important and I'd like to stress that I must have it next week. Any other delivery time (to be not acceptable) to me.

Manager: Yes, certainly. We (to send) it on time. We always (to send) you your orders on time, ... we?

Customer: No, you ... You once (to deliver) me an order with a six months' delay. Another thing, packing must be excellent.

Manager: Yes, of course. I think you (to agree) that this (to be) one thing we always (to do) in the past.

Customer: No, you ... One last thing, write my name clearly**, please.

Manager: Certainly. I (to do) that myself. The goods (to come) to the right address and at the time you (to require) them.

Customer: Good. That's all.

Manager: Thank you, Mr Harden, and good-bye, Mr Harden.

Customer: What you (to say)?

Manager: I (to say) thank you and ...

Customer: Not that. I mean the name.

Manager: Mr Harden.

Customer: Harden? My name (not to be) Harden. It's Marden. "M" as in "man" and not "H" as in "ham". Oh, I (to think) I (to have) to order goods from another company.

b) Say what you have learned from the text about the mistakes the company often made.

Prepositions

Ex. 18. a) Supply the correct prepositions where necessary.

1. I'm sorry to say we are not satisfied ... the quality ... your goods.

---

* a chance [tʃa:ns] — случай, возможность

** clearly ['kliəli] — четко, ясно

2. Model A is ... great demand ... the world market.
3. We look forward ... establishing business relations ... your company.
4. Your prices are not acceptable ... us. We find them too high.
5. ... what price do you sell your machines? We quote £ ... ... unit.
6. You are to open a Letter ... Credit ... the USSR Bank for Foreign Economic Affairs* after you receive our Notification ... Readiness.

* * *

Mr White is speaking on the phone ... Mr Black, the manager ... a carpet shop.

White: Good morning. My name is White. Have you got any Turkish** carpets?
Black: Yes, of course.
White: How about sizes?
BBlack: ... very large ... small ones.
White: Are the carpets ... different quality?
Black: No, all of them are ... the same quality.
White: ... what price do you sell them?
Black: ... pounds ... square meter***.
White: Oh, I'm afraid the price is not acceptable ... me. I find it high.
Black: I can't agree ... you here, Mr White. All our customers find our price quite reasonable.
White: But we have bought some carpets lately ... a lower price.
Black: Then I'm sure their quality is worse than the quality ... our carpets. You will see it yourself, Mr White, if you come ... our shop. We are open ... 7 o'clock ... the evening. I'm sure you'll be satisfied ... the quality.
White: All right. I'll be ... you ... 6.
Black: Fine. I look forward ... meeting you ... that time.

b) Say what you have learned from the text about the carpets which the carpet shop sells.

---

* The USSR Bank for Foreign Economic Affairs — Внешторгбанк СССР
** Turkish ['tə:kɪʃ] — турецкий
*** a square meter — квадратный метр

Ex. 19. Choose and use.

Too, also, either

1. A passer-by didn't know the way to the British Museum and he asked me how to get there. But as it was my first visit to London, I didn't know the way to the British Museum ...
2. My friend told me so many interesting things about Suzdal that I decided to go there ...
3. "Do you like that blue double-breasted suit, Mike?" "No, I don't." "And what about that brown one?" "I don't like it ..."
4. "I like light colours. And you?" "Yes, I like them ..."
5. The Embassy Hotel was full. There was no accommodation at the Tavistock Hotel ...
6. "How are you, Mr Blake?" "Very well, thank you. And what about you?" "I'm fine ..., thanks!"
7. "We would like to fly to Sochi. And what about you?" "I would ... like to go there by plane."

UNIT VI

SPEECH EXERCISES

Ex. 20. a) Read the dialogue.

Discussing the Price and Terms of Payment

On Tuesday Borisov received Mr Taylor who had come to Moscow to offer office equipment to Soyuzimport.

Taylor: Good morning, Mr Borisov.

Borisov: Good morning, Mr Taylor. Will you take a seat, please.

Taylor: Thank you, sir. We know you are interested in our office equipment and I have brought some catalogues with me. I think you would like to look through them. You will see that our prices are reasonable.

Borisov: I hope so. It will take me a day or two probably. Could we meet at our office, say, at 11 on Friday?

Taylor: Fine. Good-bye!

* * *

On Friday Mr Taylor came to Borisov's office again.

Borisov: Good morning, Mr Taylor.

Taylor: Good morning, Mr Borisov.

Borisov: I have looked through your catalogues. We can buy from you office furniture. But I think that your prices are rather high.

Taylor: I can't agree with you, Mr Borisov. Our prices are not so high as you say. Other companies quote higher prices. And I'd also like to stress that we usually give a good discount to customers who place big orders with us.

Borisov: What discount will you give us, if we place a trial order for 500 desks and 1,000 chairs?

Taylor: Well, for the order of that size we can give you a 2% discount off the value of the goods.

Borisov: We expected a 4% discount.

Taylor: If you agree to open a L/C for the full value of the goods we are ready to give you a 4% discount.

Borisov: I think we can do that.

Taylor: Then it settles the matter.

b) Say what you have learned from the dialogue about:

1. Mr Taylor's first visit to Borisov's office; 2. the discussion of the price for the office furniture.

c) Think and answer.

1. Why was Soyuzimport interested in buying office furniture from Taylor and Co?
2. What information did Borisov find in the catalogues which Mr Taylor had brought with him?
3. Why did Taylor and Co usually give a discount to Buyers who placed big orders with them?

Ex. 21. Answer the following questions:

1. To what company did you sell your goods last?
2. Are you satisfied with the transaction?
3. What business matters had you discussed before you signed the contract?
4. Was the price acceptable to the Buyers or did they find it high?
5. Had you ever done business with that company before?

1. What goods do you sell?
2. Are your goods of high quality?
3. What foreign companies are interested in your goods?
4. Do the Buyers always find your prices reasonable or do they sometimes find them high?
5. What do you usually do if the Buyers don't want to accept your prices?

* * *

1. What are your terms of payment?
2. What Bank do your customers usually open a L/C with?
3. They usually open a L/C for the full value of the contract, don't they?

* * *

1. What is a trial order?
2. Do the Sellers usually give a discount to customers for trial orders?
3. In what other cases do the Sellers give a discount to their customers?

Ex. 22. Act out dialogues on the basis of the following assignments:

1. Mr Hamilton is interested in your machines. Meet him in your office. Ask him about his impressions of Moscow. Discuss with him the number of the machines he is going to buy, terms of delivery and the time of shipment.
2. You have gone through the quotation of the company and become interested in their latest model of compressors. The company's price doesn't suit you. Meet Mr Brown of this company and discuss the price problem with him. Speak about the hotel he is staying at.
3. Mr Brown has come to your office to discuss terms of payment with you. Before you start discussing business speak about the weather in Moscow. Ask Mr Brown to open a L/C for the full value of the goods.

Ex. 23. Speak on the topics.

1. Discussing the price.

2. Discussing terms of payment.
3. The contract you made last.

Ex. 24. a) Read the story.

Remember: to happen [hæpn] — происходить, случаться
a town [taun] — город

A job in Mexico*

It **happened** some years ago. Two of my friends lived in a small town near Liverpool ['livəpu:l]. They were out of work and were happy to agree to any job. Their names were Stevenson and Black. Stevenson was a very talented engineer, and as he had a large family and no money to live on his life was very difficult.

One day when I was coming back from my office I saw Stevenson. He was going along the street with a suitcase in his hand. Stevenson had read an advertisement in a newspaper that a manufacturing plant of chemical equipment wanted an engineer.

"You see, I must get that job. I've got a large family."

"Why must you go to Liverpool yourself?" I asked, "it's better to send the documents by airmail." "I think," Stevenson answered, "many people want to get the job and I'm sure all of them will send letters. If I get there before the manager of the plant receives the letters I think I'll be able to get the job."

Stevenson was right. He received the job.

My other friend Black had lost three or four jobs though he was a very good clerk. I told him Stevenson's story. The story impressed him. A few days later I met Black with a suitcase in his hand. "Where are you going?" I asked him. "To Mexico," was the answer. "A bank there requires a clerk. I have sent my documents by post, but to settle the matter sooner I decided to go there myself. I remember the story you told me the other day about Stevenson."

So Black went to Mexico City. But his letter had come there three days earlier. When he came to the Bank and spoke to the assistant-manager**, the assistant-manager said, "I'm sorry to say we have already got a man. But

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* Mexico ['meksikou]
** an assistant-manager [ə'sistənt] — помощник управляющего

I'll clarify the matter with the manager." And he left the office.

"Yes," the manager said, "I have received a letter from a man who lives near Liverpool. His name is Black. A good young man, he suits us all right. I've sent him a telegram to come here immediately and we'll keep the job for him for 10 days.".

"There is a man outside," said the assistant-manager, "who wants to get this job."

"But we've got this man Black and we'll wait for him."

Black had not heard the conversation between the manager and his assistant. He had to go back home. But as he had spent all his money and nobody in Mexico could help him it took him two months to get back to England. There he found the telegram which was waiting for him.

b) Say what you have learned from the story about:

1. Stevenson and the way he got the job; 2. Black and his problems.

c) Think and answer.

1. Why was it difficult for Stevenson and Black, good specialists, to find a job?
2. Why did the writer recommend Stevenson to send his documents by airmail?
3. Why didn't Black go back to Mexico when he got the telegram?

UNIT VII

WRITTEN PRACTICE

Ex. 25. Complete the sentences.

1. After Mr Blake had studied the terms of the contract he ...
2. Before we made an appointment with the representatives of the company we ...
3. Before Voronin went on business to Great Britain the director of the firm ...
4. After I had gone through the customs I ...
5. After we had seen the machines at the plant we ...
6. The manager had already left when I ...

Ex. 26. Translate into English.

1. К двум часам дождь прекратился, и мы отправились осматривать город. Я никогда раньше не был в Лондоне, и город произвел на меня большое впечатление.
2. Так как мы были заинтересованы в покупке кухонного оборудования, мы связались с фирмой "Джонсон и К°". Ранее мы не имели деловых отношений с этой фирмой.
3. — Где вы работали до того, как начали работать в совместном предприятии?
   — Я работал на одном из крупных заводов. Я проработал там 12 лет.
4. Я знаю, что Лаврова не было вчера в конторе в 6 часов. Он закончил работу к половине шестого.

* * *

Не так давно мы установили деловые отношения с английской фирмой "Браун энд К°". Мы никогда не торговали с этой фирмой раньше, но много о ней слышали. Мы решили разместить у них заказ на два компрессора. Мы заинтересовались этой моделью компрессоров, так как ее качество отвечало нашим требованиям, и цену мы нашли вполне приемлемой. Условия поставки ФОБ Лондон нас также устраивали. Кроме того, во время переговоров продавцы дали нам 2% скидку с цены, так как это был наш пробный заказ, и фирма была заинтересована в торговых контактах с нами. Условия платежа устраивали нас, и мы согласились произвести платеж по аккредитиву против отгрузочных документов. Наша фирма должна была открыть акрредитив в одном из Лондонских банков на полную стоимость товара после получения уведомления о готовности товара к отгрузке. Мы были вполне удовлетворены переговорами и в будущем ждем хороших деловых отношений с фирмой "Браун энд К°".

Ex. 27. Write about the talks you had last.

VOCABULARY

1. **a number** ['nʌmbə] *n* — число, количество

   the number of | **machines** / **people** / **tourists**

   e.g. What number of machines are you going to buy?

2. **happy** ['hæpɪ] *adj* — счастливый

   happy | **man** / **day** / **end**

   e.g. I am happy to meet you.

3. **to keep** [ki:p] **(kept, kept)** *v* — удерживаться, оставаться в каком-л. состоянии

   to keep | **fine** / **cold** / **warm**

   e.g. The weather will keep fine, I hope.

4. **acceptable** [ək'septəbl] *adj* — приемлемый

   acceptable to smb.

   e.g. Your price is acceptable to us.

5. **to quote** [kwout] *v* — назначать

   to quote | **prices** / **terms of payment** / **terms of delivery**

   e.g. You quoted a very high price.

6. **per** [pə:] *prep.* — за (штуку, единицу товара)

После предлога **per** существительное употребляется без артикля.

   per | **machine** / **compressor** / **car**

   e.g. Our price is £ ... per car.

7. **a unit** ['ju:nɪt] *n* — единица (товара), штука

   e.g. Our price per unit is not very high.

8. **reasonable** ['ri:zənəbl] *adj* — умеренный (о цене)

   e.g. Our price is quite reasonable.

9. **to improve** [ɪm'pru:v] *v* — усовершенствовать, улучшить

   e.g. We've improved the quality of the machine lately.

10. **besides** [bɪ'saɪdz] *adv* — кроме того

11. **to include** [ɪn'klu:d] *v* — включать

    e.g. Our price includes packing.

12. **export** ['ekspɔ:t] *n* — экспорт

    to go for export — идти на экспорт

13. **packing** ['pækɪŋ] *n* — упаковка

14. **a marker** ['mɑ:kɪt] *n* — рынок
e.g. Our machines are in demand on the world market.
15. **low** [lou] *adj* — низкий, невысокий
low { **price** / **building** / **quality** }
16. **to stress** [stres] *v* — подчеркивать
17. **trial** [traɪəl] *adj* — пробный
e.g. It's our trial order.
18. **to be satisfied** ['sætɪsfaɪd] *v* — быть удовлетворенным
to be satisfied with smth.
to be satisfied with the { **machines** / **performance** / **prices** / **quality** }
e.g. We are satisfied with the quality of your goods.
19. **a transaction** [trænˈzækʃn] *n* — сделка
to make a transaction
20. **repeat** [rɪˈpiːt] *adj* — повторный
repeat { **order** / **transaction** / **purchase** }
21. **only** ['ounlɪ] *adj* — единственный
e.g. He is the only son in the family.
22. **value** ['vælju:] *n* — стоимость
value of the { **goods** / **contract** / **order** }
e.g. We can give you a 5% discount off the value of the contract.
23. **to settle** [setl] *v* — 1. решить, договориться
2. разрешать, улаживать
to settle { **prices** / **matters** / **problems** }
e.g. It will be difficult to settle this problem.
24. **a manner** ['mænə] *n* — способ
manner of payment
25. **a Letter of Credit** ['kredɪt] *n* — аккредитив
to open a Letter of Credit — открыть аккредитив
26. **against** [əˈgeɪnst] *prep* — против
27. **shipping documents** ['dɔkjumənts] *n* — отгрузочные документы
against shipping documents — против отгрузочных документов
28. **a bank** [bæŋk] *n* — банк

С названиями банков употребляется определенный артикль. Например: **the** Moscow Narodny Bank.

to open a Letter of Credit with a bank
e.g. The Buyers are to open a Letter of Credit with the USSR Bank for Foreign Economic Affairs.

29. **a Notification of Readiness** [noutɪfɪ'keɪʃn əv'redɪnɪs] *n* — уведомление о готовности
a Notification of the Readiness of the goods for shipment — уведомление о готовности товара к отгрузке

30. **a manufacturing plant** — завод-изготовитель

31. **to arrange** [ə'reɪndʒ] *v* — организовать, устроить
to arrange | **a visit** / **a trip** / **a flight**
e.g. I'll arrange your visit to the plant

32. **to establish** [ɪs'tæblɪʃ] *v* — устанавливать
to establish | **business contacts** / **trade contacts** / **friendly contacts**
e.g. Our office has established business contacts with France lately.

33. **relations** [rɪ'leɪʃnz] *n* — отношения
business / **trade** / **friendly** / **good** | **relations**
e.g. We are glad to establish business relations with your company.

34. **to happen** [hæpn] *v* — случаться, происходить
to happen to smb.
e.g. What has happened to you?

35. **a town** [taun] *n* — город (небольшой)

Speech Patterns

1. We **find** the price **high**. — Мы находим цену высокой.

2. **I'm looking forward to** my trip to Leningrad. — Я с нетерпением жду поездки в Ленинград.
We **are looking forward to** establishing good relations with your company. — Мы стремимся к установлечию хороших деловых отношений с вашей фирмой.

LESSON 8

Grammar:	The Sequence of Tenses (Revised) Согласование времен (обобщение).
Text:	Travelling by Train.

UNIT 1

GRAMMAR

THE SEQUENCE OF TENSES (REVISED)

Согласование времен — особая зависимость времени сказуемого придаточного предложения от времени сказуемого главного предложения. Согласование времен соблюдается только в придаточных дополнительных предложениях, когда сказуемое главного предложения стоит в одном из прошедших времен.

I. В придаточном предложении для выражения действия, одновременного с действием главного предложения, употребляется Simple Past или Past Continuous.
Модальный глагол **must** не изменяется при согласовании времен.

II. В придаточном предложении для выражения действия, предшествующего действию главного предложения, употребляется **Past Perfect.**
Модальные глаголы **to have, to be** при согласовании времен употребляются в форме Simple Past как для выражения действия одновременности, так и предшествования действия.

III. Для выражения действия, следующего за действием главного предложения, в придаточном предложении употребляется особая форма будущего времени — Future in the Past (будущее в прошедшем).
Future in the Past образуется при помощи вспомогательного глагола **should** [ʃud] (для I-го лица единственного и множественного числа) и **would** [wud] (для остальных лиц) и инфинитива смыслового глагола без частицы **to.**

Ex. 1. Say and respond as in the model.

— **I live in a new district of ↘ Moscow.** — And I thought you lived in the ↘ centre.

Prompts: 1. to buy compressors from Green and Co; 2. to be going to send the shipping documents on Friday; 3. to live in a one-room flat; 4. to cost £ 100; 5. to enjoy pop music; 6. to go to the office by car.

Ex. 2. Say and respond as in the model.

— **The secretary sent a telex to Paris in the ↘ morning.** I didn't know **she had sent it in the ↘ morning.**

Prompts: 1. to send shipping documents to Smith and Co; 2. to be in the office before 9; 3. to place an order with Bond and Co; 4. to send a Notification of Readiness; 5. to establish contacts with Christian Dior; 6. to look through the latest catalogues; 7. to arrange a sightseeing trip to Suzdal.

Ex. 3. Say and respond as in the model.

— The company manager **will go on business to France** in two ↘ weeks. — And I thought **he would go there ↘ this week.**

Prompt: 1. to be back from the business trip; 2. to fly to London; 3. to make a reservation for a plane to Leningrad; 4. to go to the Bolshoy Theatre; 5. to arrange a trip to Zagorsk; 6. to visit the Pushkin Museum; 7. to start producing a new model.

Ex. 4. Ask and answer as in the model.

— How long has your friend **been living in ↘ Moscow?** — He said that he **had been living*** in Moscow for five ↘ years.

* Present Perfect Continuous при переводе в косвенную речь передается формой Past Perfect Continuous.

Prompts: 1. to work at the Computer Centre; 2. to read English books in the original; 3. to study English; 4. to deal in cars; 5. to sell the Model BC 20 pumps; 6. to stay at the Metropol Hotel.

UNIT II

SPEECH PATTERNS

Pattern 1. We'll **have to do without** supper.

Ex. 5. a) Read the model.

I couldn't buy cigarettes on the way to my ↘ office.
I'll have to do with ↘ out them.

b) Say what you will have to do without if:

you haven't bought coffee for breakfast (won't be able to go for a holiday this year, won't have time for lunch, didn't have time to buy vegetables, couldn't cook anything for dessert, etc.)

Pattern 2. I **was** just **about** to tell you ...

Ex. 6. a) Read the model.

I was just about to go ↗ out when **my friend ↘ called on me.**

b) Say what you were about to do yesterday when:

1. your friend phoned you; 2. your son came home; 3. an interesting TV programme began; 4. your friend invited you to the cinema; 5. the director of the firm called at your office; 6. the secretary brought you the mail; 7. one of your engineers asked you to meet Mr Bond downstairs.

WORKING ON THE TEXT

Travelling By Train

A

London has 13 **railway termini** from which trains leave every minute to different places all over the country.

There are **fast** trains and **slow** trains. Fast trains will take you anywhere **without** stops. Slow trains are slower only because they stop at all stations.

If you **are travelling** to Scotland you may go by an **overnight** train.

As most of **the distances** are quite short and trains **run** at a high **speed** people can get where they want in a single day or night.

B

After Mr Stanley **had made arrangements** for a visit to the manufacturing plant, which Borisov and Kozin wanted to visit, he went to Euston Station* to book tickets.

At the enquiry-office**

Stanley: Good morning.
Clerk: Good morning, sir.
Stanley: **I've found out** from this **time-table** that there are **several** trains to Glasgow **daily.**
Clerk: Yes, quite so.
Stanley: Is there **a second-class sleeper** on the overnight express which leaves at 10.15 **p.m.?**
Clerk: Yes, the train has **sleeping accommodation*****.
Stanley: What time does the train get to Glasgow?
Clerk: It's **due** to arrive in Glasgow at 6.30 **a.m.** It usually runs on time.

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* Euston ['ju:stən] Station — Юстон, большой лондонский вокзал
** an enquiry-office — справочное бюро
*** sleeping accommodation — спальные места

C

At the booking-office

Stanley: I'd like three tickets to Glasgow for tomorrow.
Booking-clerk: Which train?
Stanley: The 20.15 express.
Booking-clerk: Second class?
Stanley: Yes, second-class sleeper.
Booking-clerk: **Single** or **return?**
Stanley Three returns tickets, please.
Booking-clerk: Just a minute. Let me see.
Yes, I can give you three berths* in one **compartment.**
Here you are.
Stanley: Thank you.

D

Getting on the train

Borisov and Kozin hired a taxi** and arrived at the station 30 minutes before the train's **departure**[1]. Mr Stanley was already waiting for them.

Borisov: Good evening, Mr Stanley.
Stanley: Good evening.
Borisov: What **platform** is our train leaving from?
Stanley: Platform 2. This way, please; here is our **carriage.** Put your suit-case on the **luggage-rack** here.
Borisov: All right. Is there **a buffet-car** on the train, Mr Stanley? I'd like to have **a snack.**
Stanley: I **was** just **about** to tell you, that there was no buffet-car on the train and we would have **to do without** supper. But **I'm sure** we can get a snack at a cafeteria in the station.
Borisov: I'd like to[2] but don't you think we can **miss** the train?
Stanley: Oh, no. It won't take us long.
It took them about 15 minutes to have a snack at the cafeteria and they **caught the train** when it was about to start.

---

* a berth [bə:θ] — полка (в вагоне), спальное место
** to hire a taxi ['haiə ə'tæksi] — взять такси

Notes:

1. **before the train's departure** — в современном английском языке наблюдается тенденция употреблять неодушевленные существительные в притяжательном падеже.
2. **I'd like to** (разг.) — **I'd like to get a snack at a cafeteria.**

Ex. 7. Read the text.
Ex. 8. Agree or disagree. Give your reasons.

1. Fast trains run at a higher speed than slow trains.
2. Sometimes it takes a few days to travel from one place to another in Great Britain.
1. Mr Stanley had studied the time-table before he came to the enquiry-office.
2. Mr Stanley wanted to travel 1st class.
1. Mr Stanley wanted to buy return tickets.
2. The clerk couldn't find three berths in one compartment.
1. Mr Stanley and Borisov had only hand luggage.
2. Borisov could do without a snack.

Ex. 9. Say what you have learned from the text about:

1. British railways; 2. the information Mr Stanley got at the enquiry-office and the seats he booked; 3. the conversation between Borisov and Mr Stanley in the compartment.

Ex. 10. Think and answer.

1. Why had Stanley arranged a visit to the manufacturing plant before he went to Euston Station?
2. Why do you think there are several trains to Glasgow daily?
3. Why had Stanley got all the necessary information at the enquiry-office before he booked tickets?
4. How did Stanley know that the train was starting from platform 2?
5. Do you think they had much or little luggage? Why do you think so?
6. Why do you think there was no buffet-car on the train?

WORKING ON WORDS

to make arrangements (for)

Ex. 11. Ask and answer as in the model.

— Will Borisov **go to the plant to** ↗ **morrow?**
— Yes, the secretary has already made arrangements for his visit to the ↘ plant.

Prompts: 1. to have talks with Bond and Co; 2. to go on business to Leningrad; 3. to fly to London; 4. to stay at the hotel in Kiev; 5. to go to the port; 6. to invite Mr Blake to the restaurant.

to find out

Ex. 12. a) Read the model.

— When I **contacted the manufacturing plant** ↗ yesterday I found ↗ out that they had already started producing the new ↘ model.

b) Say what you found out when you:

1. contacted the Seller; 2. phoned the airport; 3. spoke to the clerk at the railway station; 4. phoned the Metropol Hotel; 5. had talks with the customers; 6. called at the booking-office of the Art Theatre; 7. looked through the latest catalogues of clothes; 8. studied the time-table at the station.

to be due

Ex. 13. a) Ask and answer as in the model.

— Is there an afternoon train to ↗ **London?**
— ↘ Yes, it's due to leave at 2 p.↘m.

Prompts: 1. Paris; 2. Berlin; 3. Rome; 4. Leningrad; 5. Riga; 6. Kiev.

b) Say when the train is due in London (Leningrad, Kiev, etc.)

to miss

Ex. 14. a) Ask and answer as in the model.

— Did you ↗ miss **the lesson** yesterday?
— ↘ No, I was only 10 minutes ↘ late.

Prompts: 1. performance; 2. concert; 3. film; 4. conference; 5. comedy; 6. lunch; 7. talks.

b) Say why you missed the lesson, talks, etc.

to catch the train (bus)

Ex. 15. Ask and answer as in the model.

— Did you ↗ catch **the 10 o'clock train** yesterday?
— ↘ No, I ↘ missed it. I came to the station five minutes after the train's de ↘ parture.

Prompts: 1. the first morning train; 2. the 12.30 train; 3. the 10.15 express train; 4. the non-stop train to London; 5. the last train; 6. the fast train.

UNIT V

KEY STRUCTURES AND SPECIAL POINTS

Articles

Ex. 16. a) Supply the articles or possessive pronouns where necessary.

1. If you go to Leningrad by ... train, it will take you six hours.
2. There is ... overnight train to Leningrad.
3. ... train gets to Leeds in the morning.
4. Is there sleeping accommodation on ... train?
5. I'd like two tickets for ... 11.30 express to Manchester.

6. Which platform is ... train due to arrive at?
7. Are there buffet-cars on ... overnight trains?
8. I'd like two second-class tickets on ... 7 o'clock train to Glasgow.

* * *

When I bought ... tickets for ... 12.45 train I found out that ... train was 20 minutes late, so I sat down on ... bench in ... waiting-room of ... Cornwell Bridge Station*. There were some other passengers in ... room who were waiting for ... train.

It was ... very hot day and I was glad that I was travelling ... short distance. I was to get off at ... third stop. I was travelling first-class to Kent. 20 minutes later... train arrived at ... slow speed at ... platform 2. I went to ... platform, got into ... first-class carriage and took ... seat near ... window.

(After "*The Lady on 142*" by James Thurber)

b) Say what you have learned about the man's departure to Kent.

Tenses

Ex. 17. a) Supply the correct forms of the verbs.

1. We believed that we (can) get seats in a first-class compartment.
2. I knew that Fred usually (to travel) second-class.
3. I hoped if I (to go) by the 10 o'clock train I (not to have to) change.
4. He didn't know when the train (to be) to start.
5. We knew that the 2 o'clock train (to start) already and decided to go by the next train.
6. I didn't know that it (to be) a slow train.
7. We hoped that our friend (to be able) to come to the station in time.
8. I thought I (not to be able) to get to the station in 30 minutes and I (to have) to take a taxi.
9. I knew that we (to have) to have a snack at the station as there (to be) no buffet-car on the train.

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* Cornwell Bridge ['kɔnwl 'brɪdʒ] Station — название железнодорожной станции

* * *

One day Mark Twain and his friend (to arrive) at a small railway station near New York, where they (to be) to change trains and take a sleeper train. There (to be) a lot of people on the platform who were waiting for a sleeper train.

Mark Twain (to tell) the clerk in the ticket-office that he (to want) two berths in a sleeper. The clerk (to answer) that they already (to sell) all the tickets. Mark Twain (to get angry) and (to tell) his friend that they not (to know) who he (to be) and not (to sell) him tickets.

At that moment the young porter* of a sleeper (to look at) Mark Twain and (to say) something to the conductor. Mark Twain (to understand) that he (to speak) about him.

Then the conductor (to come up) to Mark Twain and said, "We (to wait) for you for half an hour. I (to have got) two berths for you in a big first-class compartment. The porter (to take) your luggage into the compartment."

The porter (to take) their luggage into the compartment and when he (to leave) he said, "I (to recognize)** you, sir."

"Really?" (to ask) Mark Twain.

"Yes, you (to be) the Mayor*** of New York!"

(After "Mistaken Identity" by Mark Twain)

Prepositions

Ex. 18. a) Supply the correct prepositions or adverbs where necessary.

1. Which platform does the train start...?
2. Which platform is the train to arrive...?
3. The train is due to arrive ... Manchester ... 4.20.
4. The train is due to arrive ... 20 minutes.
5. This train stops ... every small station.
6. You can go ... Leningrad ... an overnight train.
7. I'd like a second-class ticket ... the 10 o'clock express ... Leningrad.

---

* a porter — *зд.* носильщик
** to recognize ['rekəgnaiz] — узнать
*** a mayor [meə] — мэр

8. There is no sleeping accommodation ... this train.
9. There are no more first-class tickets ... this train, you'll have to travel ... second class.

* * *

Mrs Giles was going back home ... the 4.50 train ... Paddington*. She hired a porter to take her luggage... her compartment. The train was to start ... platform 1. The clerk ... the enquiry-office had told her that the train would leave ... time, and it was already ... the platform.

She found her ticket and showed it ... the conductor ... her carriage. When the conductor checked it she got ... the carriage and went ... her compartment.

The porter put her luggage ... the luggage-rack and Mrs Giles gave him a tip**. She sat ... the window.

Five minutes later the train started ... the platform.

(After *"4.50 from Paddington"* by Agatha Christie)

b) Say what you have learned from the text about the train Mrs Giles was going by.

Miscellaneous

Ex. 19. Choose and use.

a) yet, still

1. The train has not left ..., it is ... at the platform.
2. —Has the train arrived...?
   — No, we are ... waiting for it.
3. — Where is John?
   — He's ... having a snack in the buffet-car.
4. — What train are you going to take?
   — I haven't seen the time-table ...

b) another, more, else

1. — I'm afraid I won't be able to be in time for the 8.30 train.
   — There is ... morning train for Bath.
2. When I came into the compartment there was ... passenger there. At the next station two ... gentlemen came into the compartment.

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* Paddington ['pædɪŋtən] — Паддингтон, лондонский вокзал
** a tip — чаевые

3. — Is there anything ... I can do for you, sir?
   — No, just put the luggage on the rack.
4. — Where ... does the train stop?
   — It stops at two ... stations and nowhere...

UNIT VI

SPEECH EXERCISES

Ex. 20. a) Read the dialogue.

Mr Harris was to go on business. As he knew that it was difficult to get tickets on the day of the train's departure he decided to book a ticket a week in advance.

Harris: I'd like a second-class ticket for an overnight train to Liverpool for next Monday, please.

Clerk: Yes, there is a slow train at 9.25 p.m. It arrives in Liverpool at 7.50 a.m. There is another one which leaves here at 11 p.m. and arrives in Liverpool early in the morning at 6.45. There is nothing after 11.

Harris: I can't take the 9.25. It's too early for me, I'd like to go by the fast train. Could you give me a lower berth on it?

Clerk: I'm sorry, I've got only upper berths* on this train.

Harris: That's too bad. Have you got lower berths on the same train on Tuesday?

Clerk: Let me see. Yes, I have one for you.

Harris: How much is it?

Clerk: Single or return?

Harris: Return, please.

Clerk: It's £ ...

Harris: Here you are.

Clerk: Thank you, here is your ticket. Carriage 5, compartment 7. Have a nice trip.

Harris: Thank you.

b) Say what you have learned from the dialogue about:

1 overnight trains to Liverpool; 2. the kind of ticket Mr Harris booked.

c) Imagine you work in the same office with Mr Harris. Ask him questions about his visit to the booking-office.

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* an upper berth ['ʌpə] — верхняя полка

d) Act out the dialogue between Mr Harris and the clerk at the booking-office.

e) Think and answer.

1. Why did Mr Harris want to go by an overnight train?
2. Why was it difficult to book tickets on the day of the train's departure?
3. Why was the 9.25 train not convenient for him?
4. Why did he prefer a lower berth to an upper one?
5. Why did he buy a return ticket?

Staying At a Hotel

Ex. 21. a) Read the text.

Remember: a maid [meid] — горничная

After Charlie had worked for a year in his father's business his father decided to send him to Paris for a short holiday. Before Charlie booked a ticket for a train to Paris he had written a letter to Simon, a friend of his, who lived in Paris. Charlie asked him to get a room for him. Simon had written back to tell him that he had reserved a room at a hotel in a quiet street near the place where he himself lived.

* * *

The Paris train ran into the station. Charlie gave his suitcase to a porter and walked along the platform. He was sure that Simon would come to meet him but he didn't find him at the station.

The porter got him a taxi and Charlie gave the name of the hotel where Simon had reserved accommodation for him.

The hotel was bigger than he had expected. At the reception desk he found out that Simon had reserved a room for him on the 3rd floor. The manager took him upstairs to his room.

It was a double-room but the manager told him that the charge would be for one bed only.

He asked Charlie not to miss the breakfast. They served it from 7.30 to 8.30. He also told Charlie that the hotel charges included breakfast and maid-service, so he did not have to give any tips to the **maids**.

When the manager left he unpacked* his things and had a bath. He thought if Simon did not come he would eat by himself.

(After "*Christmas Holiday*" by S. Maugham)

b) Say what you have learned from the story about:

1. Charlie's arrival in Paris and at the hotel; 2. the hotel accommodation he got.

c) Think and answer.

1. Why did Charlie's father send him to Paris for a holiday?
2. Why did Charlie ask his friend to reserve a room for him?
3. Why was Charlie sure that Simon would come and meet him?
4. How did Charlie know the name of the hotel where Simon had reserved accommodation?
5. Why did the manager not take the charge from Charlie for a second bed?
6. Why do you think Simon did not come to meet Charlie?

Ex. 22. Answer the following questions:

1. What railway termini of Moscow do you know?
2. What kinds of trains are there in the Soviet Union?
3. Do most people prefer to buy single or return tickets? Why?

* * *

1. When and where did you last travel by train?
2. Did you travel there on business or for pleasure?
3. Where did you buy tickets?
4. Did you buy a single or a return ticket?
5. How much in advance did you buy the ticket?
6. Why is it more convenient to buy tickets in advance?

* * *

1. Did you travel first or second-class when you last went on holiday?
2. When was the train due to start?
3. How did you get to the station?

---

* *to unpack v* — распаковывать

4. Did you have to call a porter or not?
5. What did your luggage consist of?
6. Where did you find out the number of the platform from which the train was to start?

Ex. 23. Read and retell the joke.

Mark Twain in France

Mark Twain was travelling first-class to the city of Dijon. In the afternoon he got very tired and decided to have a rest. There were no other passengers in his compartment, therefore he came up to the conductor and said, "I'm going to have a rest. Please put me off* the train when we arrive in Dijon".

When Mark Twain woke up** the train was arriving at a Paris railway station. Mark Twain got very angry as he had missed his station. He said to the conductor, "I've never been so angry in my life"

The conductor looked at him quietly, "You are not half so angry as the American I put off the train at Dijon," he said.

Ex. 24. Speak on the topics.

1. Travelling by train on business.
2. Travelling by train on holiday.

Ex. 25. Act out dialogues on the basis of the following assignments:

1. Meet Mr Green of Green and Co. You know that he has come to our country by train. Ask him if he had a nice trip. Discuss the prices of the goods that Mr Green is interested in.
2. Mr Goodman is going to place a trial order for your goods. Meet him in your office and discuss the terms of payment with him. Before the talks ask him if he travelled by plane or by train and how he enjoyed his trip.
3. You are going to sign a contract with a British company. All the terms are acceptable to you except for the

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* to put smb. off *v.* — высаживать

** to wake up (woke, woken) [weɪk, wouk, woukən] *v* — просыпаться

terms of delivery. Meet Mr Blake at the Soviet Trade Delegation in London and discuss the terms of delivery with him. Before you get down to business speak about your trip to London.

UNIT VII

WRITTEN PRACTICE

Ex. 26. Translate the following sentences:

1. Я понял, что фирма заинтересована в торговой сделке.
2. — Я собираюсь отправить письмо г-ну Грину.
   — А я думал, что ты уже отправил его.
3. Г-н Браун сказал, что он с нетерпением ждет встречи с представителями "Союзэкспорта".
4. Г-н Билл думал, что завод расположен за пределами Лондона.
5. Фирма сообщила, что переговоры завтра не состоятся.
6. Мы знали, что "Блейк энд К°" продает товар на условиях ФОБ.
7. Директор фирмы надеялся, что их фирма сможет получить большую скидку.
8. Мы знали, что нам придется согласиться на условия фирмы.

Ex. 27. Translate into English.

1. Служащий сказал, что поезд прибудет через 2 часа.
2. Мой брат сказал, что в нашем кинотеатре сегодня идет хороший фильм.
3. Ненси сказала, что получила удовольствие от поездки в Брайтон.
4. Секретарь ответила, что президент сейчас разговаривает по телефону.
5. Г-н Белл сказал, что он даст нам скидку, если мы разместим у них большой заказ.
6. Директор фирмы сказал, что он просмотрел сегодня всю почту.

* * *

1. — Джон уже пришел?
   — Нет, он еще обедает в кафетерии вокзала.

2. — Вы уже купили билет на двухчасовой поезд?
   — Нет еще.
3. Сколько еще остановок сделает поезд до Пскова?
4. Где еще я могу узнать об отправлении поездов?
5. Есть еще один поезд на Минск, но он отправляется поздно вечером.
6. — Где Петр?
   — Он еще в купе.
7. У меня еще два чемодана. Куда их положить?

* * *

Несколько дней тому назад Петров должен был поехать на завод вместе с приемщиками иностранной фирмы. Он поехал на вокзал за три дня до отъезда, чтобы купить билеты. Он не знал, какие поезда идут в этот город, и узнал в справочном бюро, что туда идут два поезда ежедневно. Петров знал, что им потребуется не более трех часов, чтобы доехать до завода. Поэтому он решил взять три билета на утренний поезд, который отправляется в 6 часов утра. Петров позвонил на завод и сказал, что они выезжают в понедельник и попросил управляющего встретить их.

UNIT VIII

VOCABULARY

1. **a railway** ['reɪlweɪ] *n* — железная дорога
   railway { **station** / **line** / **ticket**
   e.g. Trains from the South arrive at Kursk railway station.

Перед названием вокзалов артикль не ставится.

2. **a terminus** ['tə:mɪnəs] *n* — конечная станция железной дороги, автобусной станции, линии метро
   pl. **termini** ['tə:mɪnaɪ]
   railway
   bus
   underground terminus
   Kachovskaya
   Leningrad

e.g. Take the underground at Kievskaya and go as far as Krilatskoe terminus.

3. **fast** [fa:st] *adj, adv* — 1. быстрый, скорый

fast | **train** / **plane** / **car**

to speak / **to go** | **fast** — 2. быстро

4. **slow** [slou] *adj* — *медленный*

slow | **train** / **speed** / **speech.**

5. **without** [wi'ðaut] *prep* — без

6. **to travel** ['trævəl] *v* — путешествовать

to travel by | **car** / **plane** / **train**

7. **overnight** ['ouvənait] *adj* — 1. ночной

overnight | **train** / **trip**

to go by an overnight train

to travel / **to work** | **overnight** — 2. ночью

8. **a distance** ['distəns] *n* — расстояние

short / **long** | **distance**

at a distance of ...

e.g. My home is at a distance of three kilometres from here.

9. **to run, ran, run** [rʌn, ræn] *v* — 1. бежать, бегать (о людях, животных)

e.g. 1. He had to run to the station to catch the train.

to run | **fast** / **daily** — 2. идти (о поездах, автобусах)

2. Trains usually run on time.

10. **a speed** [spi:d] *n* — скорость

at a high (low) speed

at a speed of

e.g. Cars run at a speed of 60 kilometres in Moscow.

11. **to make arrangements** — договариваться

to make arrangements | **with smb.** / **for smth.**

12. **to find out** *v* — узнать, выяснить

to find out | **smith.** / **that**

e.g. Phone the enquiry-office please and find out the time of the train's departure.

e.g We found out that the talks would start at 11 a.m.

13. **a time-table** ['taɪmteɪbl] — *расписание*
14. **several** ['sevrəl] *adj* — несколько
15. **second-class** ['sekənd'klɑːs] *adj, adv* — 1. второго класса 2. вторым классом

second-class { **ticket** / **carriage** }

to go / **to travel** { **second-class** }

16. **a sleeper** ['sliːpə] *n* — *спальный вагон*
17. **p.m. (post meridiem)** — после полудня (с 12 часов дня до 12 часов ночи)

a.m. (ante meridiem) — до полудня (с 12 часов ночи до 12 часов дня)

e.g. The plane is due to take off at 9 a.m. (5 p.m.)

18. **due** [djuː] *adj* — ожидаемый

to be due { **to arrive** / **to get in** / **to land** } — должен прибывать по расписанию

e.g. The plane is due to arrive at 11 a.m.

19. **a single ticket** [sɪŋgl] — *билет в одном направлении*
20. **a return ticket** [rɪ'tɜːn] — билет туда и обратно
21. **a compartment** [kəm'pɑːtmənt] *n* — купе

smoking / **non-smoking** / **first-class** / **second-class** { **compartment** }

— для курящих
— для некурящих
— 1-го класса
—*2-го класса*

22. **departure** [dɪ'pɑːtʃə] *n* — отправление

the train's / **the plane's** { **departure** }

departure time — время отправления

23. **a platform** ['plætfɔːm] *n* — платформа

departure platform — платформа отправления поездов

e.g. Which platform does the train leave from?

24. **a carriage** ['kærɪdʒ] *n* — *вагон*

first-class / **second-class** / **sleeping** { **carriage** }

25. **a luggage-rack** ['lʌgɪdʒræk] *n* — полка для багажа
26. **a buffet-car** ['bufeɪkɑː] *n* — вагон-ресторан
27. **a snack** [snæk] *n* — закуска

to have a snack — закусить

28. **to be sure** [ʃuə] *v* — быть уверенным

to be sure { **of smth.** / **that ...** }

e.g. I think the train starts at 7.15 but I'm not sure of it.
I'm not sure that the train will be on time.

29. **to miss** *v* — *опоздать на поезд, автобус, самолет*

to miss a { **train** / **plane** / **bus** }

30. **to catch (caught, caught)** [kætʃ, kɔ:t] *v* — успеть (на поезд)

to catch a { **train** / **plane** / **bus** }

31. **previous** ['pri:viəs] *adj* — предыдущий

the previous { **day** / **night** / **week** }

32. **following** ['fɔlouiŋ] *adj* — следующий, последующий

the following { **day** / **year** }

33. **to break (broke, broken)** [breik, brouk, broukən] *v* — *разбить*

to break { **a window** / **a cup** }

34. **a maid** [meid] *n* — горничная

Speech Patterns

1. **We'll have to do without supper.** — Нам придется обойтись без завтрака.
2. **I was just about to tell you...** — Я как раз собирался вам сказать...

LESSON 9

Grammar: The Sequence of Tenses (continued).
Text: A Visit To the Plant.

UNIT I

GRAMMAR

Sequence of Tenses (continued)

Step 1. **Practise reported questions.**

Ex. 1. Ask and answer as in the model.

— **Did your sister enjoy the per ↗ formance?**
— I asked her if she had enjoyed the per ↗ formance and she said she ↘ had.

Prompts: 1. Did your friend enjoy his trip to Moscow? 2. Is Lavrov learning a foreign language? 3. Has the manager called for Mr Green at the hotel? 4. Will your brother come to the station to meet you? 5. Is the manager to go to Leningrad? 6. Will your friend be able to get tickets to the Bolshoy Theatre?

Ex. 2. Ask and answer as in the model.

— **When will the train arrive in ↘ Glasgow?**
— Did you ask me when the train would arrive in ↗Glasgow? In two ↘ hours.

Prompts: 1. When is the train due in London? 2. When did you settle the price problem? 3. For what goods will you place an order with Brown & Co? 4. What model have Bond & Co improved? 5. What will the director have to discuss with Mr Grey? 6. What do the prices of Blake & Co. include?

Ex. 3. a) Read the dialogue and complete the sentences.

Brown: Is that the Embassy Hotel?
Receptionist: What did you say? I can . hear you. The line is bad.

Brown: I asked ...
R: Yes, that's right. What can I do for you?
Brown: Can I book a double room with bath?
R: For how long do you require accommodation?
Brown: Sorry, I can't hear you.
R.: I asked ...
Brown: For three nights.
R.: When will you arrive?
Brown: What did you say?
R.: I asked ...
Brown: Tomorrow in the early evening. Will you be able to book a room on the 3rd floor?
R.: Pardon*?
Brown: I asked ...
R.: Sure.
Brown: What's the charge?
R.: Say it again please.
Brown: I just wanted to know ...
R.: It's £ ... a night.
Brown: All right, thank you.

b) Say what Mr Brown asked the receptionist; what the receptionist answered Mr Brown.

UNIT II

SPEECH PATTERN

Can you let me have the drawings?

Ex. 4. Ask and answer as in the model.

— Can you let me **have a ↗ double room?**
— I'm sorry. I can let you have a ↘ single-room only.

Prompts: 1. a return ticket for the 11.30 express; 2. a single-room; 3. a second-class ticket on the overnight express; 4. two tickets in the stalls; 5. a ticket for the 7 o'clock performance.

* Pardon [pa:dn] — *эд.* Извините (я не расслышал).

WORKING ON THE TEXT

A Visit to the Plant

A

Mr Stanley and the engineers of the Soviet Trade Delegation arrived in Glasgow at 6.30 a.m. Mr Stanley hired a taxi to the Central Hotel, where Mr White, the **production** manager of the plant, had reserved accommodation for them.

When they arrived at the hotel, the receptionist told them that Mr White had left **a message** for them. The message said that Mr White would expect them in his office at 9.

At a quarter to 9 Mr White's car picked them up and took them to his office.

In Mr White's Office

Stanley: Hello, John.
White: Hello, Frank.
Stanley: Meet Mr Borisov and Mr Kozin of the Soviet Trade Delegation.
White: How do you do.
Borisov: How do you do.
Kozin: How do you do.
White: Did you have a good trip, gentlemen?
Borisov: It was quite comfortable, thank you. I think it's very convenient to travel overnight.
White: I quite agree with you. I hope you will enjoy your stay here, though the weather is not good for sightseeing.
Stanley: The weather is miserable* today, it's **cooler** here than in London.
White: Yes, that's right. But don't **forget** that we are in **the North** of the country. Well, gentlemen, Frank told me that you wanted to see our production **shops.**
Borisov: Yes, please.

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* miserable [ˈmɪzərəbl] — *эд.* ужасный, скверный

Borisov: Thank you, Mr White. It was a very interesting visit. We enjoyed every minute of it. We were delighted to have met you.

White: You are always welcome to visit our plant. Frank, what are you doing with yourselves tonight?

Stanley: We are just going to walk about the city* and see the sights of Glasgow.

White: And how about dinner at a restaurant at 7? I can call for you at the hotel at 6.30.

Stanley: That's a good idea. Thank you. And thanks again for your help. Good-bye.

White: Good-bye.

Note:

1. **I say** — Послушайте. (употребляется для привлечения внимания собеседника).

Ex. 5. Read the text.
Ex. 6. Agree or disagree. Give your reasons.

1. Mr Stanley and the Soviet engineers arrived in Manchester at 6.30 a.m.
2. They got to the hotel by taxi.
3. Mr Stanley had reserved accommodation himself.
4. They went to the plant by taxi.
5. Mr White didn't like travelling by an overnight train.
6. It was as warm in Glasgow as in London.
7. Mr White wanted to show the engineers round the whole shop.

* * *

1. The plant produced different models of pumps.
2. The latest model was of higher quality than the previous one.
3. The plant didn't test their pumps.
4. Mr White gave Borisov a copy of the drawing of the pump.
5. Mr White knew the address of the Soviet Trade Delegation.
6. Mr Stanley, Borisov and Kozin were going to the theatre that night.

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* to walk about the city — гулять по городу

Ex. 7. Say what you have learned from the text about:

1. the arrival of the businessmen in Glasgow; 2. their conversation with Mr White in his office; 3. the pumps that the plant produced; 4. the assembly shop and the test department; 5. the businessmen's arrangements about the drawings and their plans for the evening.

Ex. 8. Think and answer.

1. How did the production manager know what accommodation to reserve and for how long?
2. Had Mr Stanley and Mr White met before? Why do you think so?
3. Why did Borisov think it was convenient to travel overnight?
4. Why did the plant modify one of their models?
5. Why did Borisov ask Mr White to give them the drawings of their pumps?
6. Why did Borisov and Kozin enjoy their visit to the plant?

UNIT IV

WORKING ON WORDS

capacity

Ex. 9. a) Ask and answer as in the model.

— Will you **buy goods from Bond & Co?**
— Yes, their pumps are of high ca pacity.

Prompts: 1. to place a repeat order; 2. to send an enquiry; 3. to make a transaction; 4. to order goods; 5. to sign a contract.

b) What can you say about the capacity of the goods you have bought lately.

to compare (with)

Ex. 10. Ask and answer as in the models.

— Are you going to study the catalogues for the Model E ↗ C? — ↘Yes, I'd like to compare its **capacity** with the **capacity** of the ↘ previous model.

Prompts: 1. quality; 2. price; 3. range of applications; 4. performance; 5. design.

— How does this model of compressors compare with the ↘ previous model? — ↗ Well, **its capacity is ↘ higher.**

Prompts: 1. high quality; 2. easy to operate; 3. cheap; 4. reliable; 5. expensive.

as compared (with)

Ex. 11. a) Ask and answer as in the model.

— Why did you decide to buy ↘ this model? — Because it's **cheaper** as compared with ↘ other models.

Prompts: 1. reliable in operation; 2. easy to handle; 3. of high quality; 4. of high capacity; 5. expensive.

b) Now compare the goods you sell or the goods you have bought lately with the goods of other companies.

UNIT V

KEY STRUCTURES AND SPECIAL POINTS

Articles

Ex. 12. a) Supply the articles or possessive pronouns where necessary.

1. Norilsk is in ... North of our country.
2. The Petrovs usually spend their holiday in ... South.
3. Goodman & Co produce compressors of ... high capacity.
4. All our Buyers are satisfied with ... capacity of the latest model.
5. The plant is going to improve ... capacity of their machine.

* * *

... products of the new "Argo" Transformer plant are famous all over ... world. It is one of ... largest transformer plants in our country. ... plant produces ... transformers for different applications. Almost all ... transformers are of ... high capacity.

... engineers of ... plant modify ... transformers so that ... customers can be satisfied with ... quality of ... latest models.

... assembly shops of ... plant have ... modern facilities to test and check ... transformers thoroughly.

... plant ships ... transformers to ... customers abroad* in ... export packing.

... engineers of ... plant have ... correspondence with ... regular Buyers and they always have ... good reports from ... Buyers.

b) Say what you have learned about the "Argo" Transformer plant.

Tenses

Ex. 13. a) Supply the correct tense-forms of the verbs.

1. Mr. Stanley knew that Mr White's car (to pick up) them at a quarter to 9.
2. Mr White asked Borisov if he (to have) a good trip.
3. Borisov knew that the plant (to produce) pumps for different applications.
4. The production manager said that they (to modify) their model the previous year.
5. The customer wondered how long the plant (to produce) their latest model.
6. Mr Brown asked if the Sellers already (to test) the equipment.

* * *

Buying a Washing-Machine**

Mrs Stock: Good morning.
Salesman: Good morning. What (can) I do for you?
Mrs Stock: I'd like to buy a washing-machine of the latest design but not very big.

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* abroad [əb'rɔ:d] — заграницей
** a washing-machine — стиральная машина

Salesman: I (to show) you the whole range of washing-machines that we (to sell) now ...
I (to be sure) you (to like) this one. It (to be) the latest model.

Mrs Stock: It (to look) very attractive. I (not to see) this model yet.

Salesman: The plant (to modify) this model last year. We (to sell) the machines of this model for two months only, but we already (to sell) quite a large number of them here and abroad.

Mrs Stock: How this model (to compare) with the previous one?

Salesman: It (to be) more reliable and easier to operate.

Mrs Stock: And what (to be) the price?

Salesman: It (to be) £ ...

Mrs Stock: Oh, I never (to expect) that the price (to be) so high.

Salesman: But you never (to be) sorry if you (to buy) this washing-machine.

Mrs Stock: I (to have to) discuss this matter with my family. If I (to decide) to buy it I (to call on) you first thing in the morninig. Good-bye.

Salesman: Good-bye, madam.

b) Say what you have learned from the dialogue about the latest model of washing-machine, which Mrs Stock wanted to buy.

Prepositions

Ex. 14. a) Supply the correct prepositions.

1. Petrov will call ... the test department to ask the manager when they are going to test the pumps.
2. Let's call ... Mr Brown at his office and ask him to show us round the plant.
3. Mr Brown invited Stepanov to the restaurant and promised to call ... him at the hotel.
4. Let's call ... the manager of the assembly shop and ask him to give us the assembly drawings.

* * *

One ... the leading manufacturers ... pumps ... Canada produces a wide range ... pumps ... high capacity ... car industry*. This company produces 70% ... pumps ... home indu-

* industry ['indəstri] — промышленность

stry and exports about 30% ... its products ... different countries ... the world.

The plant ... this company has modern facilities to produce pumps ... different models. The pumps ... this company are more reliable ... operation as compared ... pumps of other companies, and all the customers are satisfied ... the capacity ... the pumps.

The company can guarantee shipment ... the goods ... seven days.

The company delivers their goods ... markets ... Europe, ... the North and the South ... America. The company is also interested ... selling their goods ... the countries ... the East*.

b) Say what you have learned from the text about one of the leading manufacturers of pumps in Canada.

Miscellaneous

Ex. 15. a) Choose and use.

last, latest

1. The ... performance at this cinema starts at 10 p.m.
2. Have you heard the ... news?
3. When does the ... train leave for Minsk?
4. Some days ago your engineers went to the plant to see the... equipment of the company.
5. What did the director discuss with the businessmen during the ... talks?
6. We have received the ... drawings of the pump the manufacturer has modified.
7. For what number of machines did you sign the ... contract?

UNIT VI

SPEECH EXERCISES

Ex. 16. a) Read the text.

A Telephone Conversation

Chernov, an engineer of the Soviet Trade Delegation in London, received a drawing of the pump which the manufacturing plant of Goodman & Co modified not long ago.

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* the East [i:st] — Восток

Chernov had some queries and he decided to contact Mr Brook, the production manager of the plant. As Mr Brook was not available at that moment Chernov left a message for him.

Some time later Mr Brook called Chernov back*.

Brook: Hello, Mr Chernov, this is Brook.
Chernov: Hello, Mr Brook.
Brook: I'm sorry I couldn't phone you as soon as I received your message as I had some urgent business in the assembly shop. What can I do for you, Mr Chernov?
Chernov: The fact is we've received a drawing from you, which shows you've modified the previous model of pump. How does it compare with the previous model?
Brook: Well, its capacity is higher and it's easier to operate.
Chernov: Good. And one more thing, Mr Brook, will it be possible to see tests of the new model?
Brook: Yes, certainly. I'll contact the test department and find out when they are going to test this model. I'll make all the necessary arrangements for your visit after that.
Chernov: Thank you. Good-bye.
Brook: Good-bye, Mr Chernov.

b) Ask questions on the dialogue.
c) Say what you have learned from the dialogue about:

1. the drawing of a new model that Chernov received from Mr Brook; 2. the purpose of Chernov's telephone conversation with Mr Brook; 3. the arrangement between Chernov and Mr Brook about a visit to the test department.

d) Think and answer.

1. Why did the plant modify their model of pump?
2. Why did the plant send the new drawing to the Buyers?
3. Why did Chernov want to see the tests?

Ex. 17. Answer the following questions:

1. What kinds of goods do you export?
2. What can you say about their quality?

* to call back — позвонить позднее

3. Are your goods popular abroad? Why?
4. How do your goods compare with the goods of foreign companies?

* * *

1. Have you ever visited a plant?
2. What plant did you visit?
3. Who showed you round the plant?
4. What shops did he show you round?
5. Could he answer all your queries?
6. How did the plant impress you?

* * *

1. Have you ever been to an assembly shop?
2. What did you see there?
3. When did the plant modify their model?
4. How does the latest model compare with the previous one?

Ex. 18. a) Read the story.

Remember: far (from) — далеко (от)

A Transaction

Mr Boggis was dealing in antique* furniture and had his own shop. When customers came to his shop he showed them round it so that they could see the whole range of his goods.

Mr Boggis was a talented salesman: he could buy furniture at a very low price and sell it at a price several times higher. He bought furniture from people in the country who didn't know the value of antique furniture.

One Sunday Mr Boggis was delighted to find a very old commode** by a famous carpenter***. There were only four commodes of this kind. Other salesmen had sold the three commodes at an extremely high price, and that was the fourth.

---

* antique [æn'tik] — антикварный
** a commode [kə'moud] — комод
*** a carpenter ['kɑ:pəntə] — столяр

It was a nice piece of furniture with beautiful legs*.

Mr Boggis wanted to buy the commode but he did not want to show Mr Rummond ['rʌmənd] who had the commode that it was great value.

Mr Boggis said:

"Well, the commode doesn't look beautiful. I can't compare it with the others that I already have. Besides, it's not the original, it's a copy of a commode by a well-known carpenter. I've just remembered that I could use its legs for some other furniture, but I can't buy the whole commode just for the legs."

"How much could you give for the commode if you are interested in the legs?" asked Mr Rummond.

"Shall we say 20 pounds? That will be quite reasonable."

"Make it 35."

"I can't offer you a higher price, this is my final offer!"

"I'll take it," Rummond said. "It's yours. How are you going to take it?"

"In my car. I've left it not far from here."

Mr Boggis walked to his car to get it nearer the door. He was smiling to himself. The commode was his for 20 pounds and he could get 15 or 20 thousand pounds for it later.

In the house Mr Rummond discussed the transaction with his son Bert.

"You did very well," Bert said. "Do you think he will pay you?"

"We shan't put it into the car till he pays us the money."

"The commode is very big and what if it doesn't go in the car? He'll go away and you'll never see him or his money again. Besides, he didn't like it very much."

"I can't say he did."

"Listen to me, father. I've got an idea. He told us that he wanted only the legs. Right? So all we've got to do is to cut them off** right now before he comes back. Then the commode will go in his car. Besides, he won't have to cut them off at home himself."

"It's not a bad idea," Rummond said.

After they had cut off the legs Rummond thought that the commode was stil big for Mr Boggis's car and

* a leg [leg] — ножка
** to cut off — отрезать

he was afraid that Mr Boggis would not take it. So he decided to cut the commode itself into several pieces. It was very difficult to do it and Rummond said, "That was a very good carpenter who did the job."

"We are just in time," Bert said, "Here he comes."

(After *"Parson's pleasure"* by R. Dahl)

b) Say what you have learned from the story about:

1. Mr Boggis' business; 2. his transaction with Mr Rummond.

c) Think and answer:

1. Why did Mr Boggis look for antique furniture in the country and not in the city?
2. Why did Mr Rummond agree to sell his commode at a very low price?
3. Will Mr Boggis take the commode after Mr Rummond cut it into several pieces? Why do you think so?

Ex. 19. Speak on the topic: Your visit to a plant.

Ex. 20. Act out dialogues on the basis of the following assignments:

1. Phone Mr Smith, the manager of Bond & Co, and ask him to make arrangements for your visit to their manufacturing plant.
2. Mr Green is interested in doing business with your company. Meet him and tell him about the range of pumps that you export and about the latest model that you modified two months ago.
3. Meet Mr Black who is interested in your latest model of pumps. Discuss the price with him and give your reasons why you can't give him a discount.

UNIT VII

WRITTEN PRACTICE

Ex. 21. Translate into English.

1. Я спросил проводника, когда прибудет поезд на следующую станцию.
2. Секретарь поинтересовалась, кто должен принять г-на Брауна.
3. Мой брат сказал, что в нашем кинотеатре идет очень интересный кинофильм.

4. Ненси спросила Джона, получил ли он удовольствие от поездки в Брайтон.
5. Мы поинтересовались, какие товары продает фирма "Грин энд К°"
6. Секретарь ответила, что президент разговаривает по телефону.

1. — Начальник производства сейчас на месте?
   — Нет, он еще не вернулся из сборочного цеха. Но он звонил мне и просил вам передать, что придет в 12 часов.
2. — Когда вы приедете в Ленинград, я покажу вам наиболее интересные места нашего города, чтобы вы имели представление о нем.
   — Я был бы очень рад, если это не займет у вас много времени.
   — Я буду счастлив показать вам наш замечательный город, только боюсь, что погода в октябре будет скверная.
3. Браун и Ко. экспортирует компрессоры последних моделей различного назначения во многие страны. Наши заводы совершенствуют компрессоры, с тем чтобы они имели более высокую мощность по сравнению с компрессорами других фирм.
   Рабочие завода тщательно испытывают компрессоры, прежде чем отправить их покупателю.
4. — Петров сказал, что он посмотрел всю переписку с фирмой "Джонсон", но не нашел последнего чертежа, который прислала фирма.
   — Я думаю, что его взял директор фирмы. Он говорил, что у него есть вопросы, и ему придется связаться с фирмой.
   — Вы его спросили, будет ли он звонить на фирму после обеда?
   — Да, он мне сказал, что будет, если не поедет на завод.

Ex. 22. Write about your last visit to a plant.

UNIT VIII

VOCABULARY

1. **production** [prə'dʌkʃn] *n* — производство
   production { **manager** / **line** } — начальник производства

2. **a product** ['prɔdəkt] *n* — продукт, изделие, продукция

finished products — готовые изделия

3. **a message** ['mesɪdʒ] *n* — записка

to receive a message — получить записку

to leave a message { **for smb.** — оставить записку кому-л.; **with smb.** — передать записку через кого-л.

e.g. Can I leave a message for Peter with you? — Можно мне оставить записку для Петра?

The message said... — В записке говорилось...

4. **cool** [ku:l] *adj* — прохладный

cool { **day**, **water**, **weather**

e.g. It's rather cool today.

5. **to forget (forgot, forgotten)** [fə'get, fə'gɔt, fə'gɔtn] *v* — забывать

6. **the north** [nɔ:θ] *n* — север

in the north — на севере

e.g. My friend lives in the North.

Перед названиями стран света употребляется определенный артикль.

7. **to show round**

e.g. When you come to Moscow I'll show you round the city.

8. **a range** [reɪndʒ] *n* — ассортимент, номенклатура

large range of goods — большой ассортимент товаров

9. **to be delighted** [dɪ'laɪtɪd] *v* — быть в восторге

e.g. I'll be delighted to meet the President of the company.

10. **a query** ['kwɪərɪ] *n* — вопрос (неясность)

e.g. The manager answered all the queries of the engineers about the new model.

11. **to lead (led, led)** [li:d, led] *v* — вести, возглавлять

to lead to

e.g. This transaction will lead to good business in future.

I'll lead the way. — Следуйте за мной!

12. **assembly** [ə'sembli] *n* — сборка

assembly shop — сборочный цех

assembly line — сборочная линия

13. **capacity** [kə'pæsɪtɪ] *n* — мощность, производительность

to be { **of high capacity**, **of low capacity**

e.g. This machine is of very high capacity.

14. **an application** [ˌæplɪˈkeɪʃn] *n* — применение, использование

15. **modify** [ˈmɔdɪfaɪ] *v* — модифицировать, менять

16. **compare** [kəmˈpɛə] *v* — 1. сравнивать

compare {**goods** / **terms**}

e.g. If you compare our prices with the prices of Black & Co you will find that they are lower.

e.g. Our goods can compare with the best goods on the world market. — 2. выгодно отличаться

The goods of Green & Co can't compare with our goods.

as compared with — по сравнению с

e.g. The compressors of Bond & Co are in greater demand as compared with compressors of other British companies.

17. **to operate** [ˈɔpəreɪt] *v* — 1. управлять, работать на...

operate {**a machine** / **equipment**} — 2. работать (об оборудовании)

e.g. This machine is very easy to operate.

e.g. Our machines operate in many countries.

18. **reliable** [rɪˈlaɪəbl] *adj* — надежный

reliable {**machine** / **information** / **company** / **man**}

to be reliable in operation — быть надежным в работе

19. **to export** [eksˈpɔt] *v* — экспортировать

export {**goods** / **equipment**}

20. **a test** [test] *n* — испытание

test department — цех испытаний

to make tests — производить испытания

21. **to test** *v* — испытывать

to test {**goods** / **equipment**}

22. **thoroughly** [ˈθʌrəlɪ] *adv* — тщательно

to test goods thoroughly

23. **a report** [rɪˈpɔt] *v* — 1. отзыв

to have a report from smb. — иметь отзыв от кого-л.

2. доклад

to make a report — делать доклад

24. **abroad** [əbˈrɔd] *adv* — за границей

to be / **to go** / **to stay** } **abroad**

to come back from abroad

25. **a drawing** ['drɔiŋ] *n* — чертеж
26. **a copy** ['kɔpi] *n* — копия, экземпляр
27. **available** [ə'veiləbl] *adj* — наличный, имеющийся в распоряжении

    to have smth. available
    e.g. I'm sorry we don't have single rooms available now.
28. **correspondence** [,koris'pondəns] *n* — переписка
    to have much/little correspondence
    to exchange corespondence
29. **to call for smb.** — зайти за кем-л.
    e.g. I'll call for you at the hotel at 6.30.
30. **far** [fa:] *adv* — далеко
    far from
    e.g. I live far from the Ministry.
31. **a reply** [ri'plai] *n* — ответ
    syn.: **an answer**
    e.g. We are looking forward to receiving a reply from you.

Speech Patterns

1. Could you **let me have** the drawings? — **Не могли бы вы дать мне чертежи?**

УЧЕБНИК АНГЛИЙСКОГО ЯЗЫКА

для делового общения

Часть 3

LESSON 1

Subject for Study: Driving through the City.

UNIT 1

WORKING ON THE TEXT

Driving through the City

Londoners are so **proud** of their city with its **ancient** buildings, monuments and **architectural masterpieces** that they take every **chance** to show visitors the sights of London.

Once after the talks Mr Bond decided to **drive** Borisov **through** the centre of London. He wanted to take him to Trafalgar Square and on the way there to show him the City, the centre of London's **commercial** life.

Bond: I'd like to take you through the City and then to Trafalgar Square.

Borisov: That would be very kind of you*?

Bond: Look over there**. That's the old building of the Royal Exchange***.

Borisov: Do they still **use** it **as** the Royal Exchange?

Bond: I'm afraid not. There is a new modern building which appeared quite **recently**.

Borisov: I can see a large building on the left. What is it?

Bond: It's the Bank of England. It's over 250 years old. And on the right there's the Mansion House[1] — the **official residence** of the Lord Mayor**** during his term of office*****

Borisov: And what is his term of office?

---

* That would be very kind of you. — Было бы очень любезно с вашей стороны.

** Look over there. — Посмотрите вон туда.

*** The Royal Exchange ['rɔɪəl ɪks'tʃeɪndʒ] — Королевская биржа

**** Lord Mayor ['lɔ:d 'meə] — лорд-мэр

***** term of office ['tə:m] — срок полномочий

Bond: One year only. **Elections take place** every year and there's a great ceremony* on that day. The Lord Mayor in traditional clothes drives slowly through the crowded streets to receive the keys of the city.

Borisov: How interesting indeed. I can see a **wonderful** building over there. What is it?

Bond: That's St Paul's Cathedral, one of the finest pieces of architecture in Europe. Its architect was Christopher Wren[2].

Borisov: Oh, it's **such** a big cathedral! How long did it take **to build** it?

Bond: About 35 years. We are now in Fleet Street. There are offices of most British **national** and **local** newspapers here.

Borisov: Oh, there's Trafalgar Square. I can **recognize** Nelson's Column**.

Bond: We'd better stop here*** and walk a little.

Borisov: I've seen many pictures of Trafalgar Square but I didn't **imagine** it was so big.

Bond: Yes, it's really big. People often arrange **meetings** in the square.

Borisov: Yes, I've heard quite a lot about that. Mr. Bond, is that the **National Gallery** on the right?

Bond: Yes. You can find **paintings** by many world's famous **artists** on **display** there. You must visit it some day. Besides there's a very good **portrait** gallery round the corner.

Borisov: I'll visit the gallery as soon as I have a chance.

Notes:

1. The Mansion House ['mænʃən] — Мэншн-Хаус, официальная резиденция мэра Лондона.
2. Christopher Wren (1632—1723) ['kristəfə 'ren] — Кристофер Рен, английский архитектор, ученый.

Ex. 1. Read the text.

Ex. 2. Say what you have learned about:

1. Londoners' love of their city; 2. the oldest buildings in London which Mr Bond showed Borisov on the way;

---

* ceremony ['seriməni] — церемония

** Nelson's Column ['nelsənz 'kɔləm] — колонна Нельсона

*** We'd (had) better stop here — давайте-ка остановимся здесь.

3. the Lord Mayor and his elections; 4. Fleet Street; 5. Trafalgar Square; 6. the National Gallery.

Ex. 3. Think and answer.

Why did Mr Bond decide to show Borisov the City?

UNIT II

WORKING ON WORDS

to be proud of

Ex. 4. a) Read the model.

The people of London are proud of their ancient \city.

b) Say what:

1. the people of Moscow (Leningrad) are proud of; 2. your firm is proud of; 3. you (your parents, friends, etc.) are proud of.

c) Say what Londoners are proud of and why.

to take a chance

Ex. 5. a) Read the model.

When foreign tourists come to /Moscow they take every chance to see the sights of our \capital.

b) Say that you will try to speak as much as possible to English people (to visit the London Museums, to see films in English, etc.) when you go to Great Britain.

Ex. 6. Translate the following sentences:

1. Все советские люди гордятся своей страной. 2. Если у вас будет возможность осмотреть достопримечательности Лондона, посмотрите новое здание Королевской биржи. 3. — Как мне доехать до банка? — Я могу подвезти вас на машине. 4. Когда будут проводиться следующие выборы? 5. Архитектура Ленинграда привлекает тысячи туристов как из нашей страны, так и из-за рубежа. 6. Лучшие архитекторы строили этот собор. 7. В экспозиции Британского музея вы увидите лучшие картины всемирно известных художников.

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KEY STRUCTURES AND SPECIAL POINTS

Articles

Ex. 7. Supply the articles where necessary.

1. A friend of mine studies ... architecture. He is interested in ... French architecture and especially in ... French architecture of the 18th century*.
2. ... architecture of Paris attracts millions of tourists from all over the world.
3. ... National Gallery is one of the best in Europe. ... gallery is famous for its wonderful display of paintings by world's famous artists.
4. There is ... gallery near ... National Gallery. It's ... Portrait Gallery.

Tenses

Ex. 8. a) Supply the correct forms of the verbs.

Remember: exhibit [ɪg'zɪbɪt] — экспонат

The Hermitage [hə:mɪtɪdʒ] Museum (to be) one of the world's greatest art galleries.

The rich collection of the Hermitage (to attract) very many people every year. The museum (to have) the largest collection of paintings by Impressionist artists. Among the most famous **exhibits** (to be) two madonnas by Leonardo da Vinci.

I (to be) to this museum and (to call on) the Director of the Hermitage. He (to say): "We (to have) over 2.500.000 exhibits. If somebody (to want) to look for a minute at each exhibit in our 400 rooms it (to take) him 12 years to see all the exhibits."

I (to ask) the Director how the museum (to get) such a big collection.

"Many exhibits (to be) the royal** colection before the Revolution. To us the history*** of the Hermitage Museum (to begin) in 1764 when Catherine ['kæθrɪn] the Great (to purchase) 225 paintings in the West.

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* century ['sentʃərɪ] — век, столетие
** royal ['rɔɪəl] — *зд.* царский
*** history ['hɪstərɪ] — история

This is how we (to get) paintings by Rembrandt, Rubens and Van Dyck.

Our French impressionists (to come) from private collections.

After the Revolution part of the collection (to go) to the Pushkin Museum.

b) Say what you have learned about:

1. the history of the museum; 2. the size and popularity of the museum at the present time.

Prepositions

Ex. 9. a) Supply prepositions where necessary.

The Pushkin Museum of Fine Arts

The buliding ... the Pushkin Museum appeared at the beginning* ... the 20th century ... a small old Moscow street Volkhonka. The museum opened ... 1912.

At first the museum exhibited ... its halls copies ... famous sculptures**. Later the museum bought original masterpieces. Now the collection ... sculptures ... the Pushkin Museum is one ... the best ... the world. The building itself is an architectural masterpiece.

The collection ... paintings is not as large as the one ... the Hermitage but the Pushkin Museum houses many originals ... Italian, Spanish***, Dutch**** and other famous artists.

Now it is the second largest museum ... art ... the USSR.

The Soviet people are proud ... the large collection of paintings ... French artists ... the end ... the 19th and the beginning ... the 20th centuries which are ... the display ... the museum.

b) Say what you have learned about:

1. the collection of sculptures at the Pushkin Museum; 2. the collection of paintings at the museum.

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* at the beginning [bɪ'gɪnɪŋ] — в начале
** sculpture ['skʌlptʃə] — скульптура
*** Spanish ['spænɪʃ] — испанский
**** Dutch ['dʌtʃ] — голландский

Miscellaneous

Ex. 10. Choose and use.

to see, to look at

1. At the Hermitage you can (see, look at) two paintings by Leonardo da Vinci.
2. We spent a day at the Tretyakov Gallery but could not (see, look at) all the paintings.
3. All tourists who come to Moscow want (see, look at) the Kremlin.
4. If you (see, look at) the front wall of the Metropol Hotel you will (see look at) Vrubel's work on it.
5. In the Kremlin people can (look at, see) the art of ancient artists.
6. (look at, see) that wonderful building on the left. Do you (look, see) the ancient monument in front of it?
7. I've never (look at, see) such a fine piece of architecture.

UNIT IV

SPEECH EXERCISES

Ex. 11. a) Read the dialogue.

Remember: **to represent** [repri'zent] — представлять
school [skul] — школа
to exhibit [ig'zibit] — экспонировать

Picture Galleries of London

As Borisov is interested in art he asks Mr Bond to tell him about art galleries of London.

Borisov: I know that the National Gallery houses a rich collection of paintings. Is it a very big gallery?

Bond: Well, there are fewer paintings in the collection than in some of the continental galleries, but its collection **represents** more **schools** of painting than any other European Gallery.

Borisov: What famous artists does the Gallery **exhibit?**

Bond: It exhibits paintings by almost all the great European masters.

Borisov: And the Tate Gallery?*
Bond: That's another famous picture gallery. It exhibits paintings by English, French and other famous masters. You can also find wonderful paintings on display in other museums such as the British Museum and some others.
Borisov: Thank you, Mr Bond.
Bond: You are welcome.

b) Say what you have learned about:

1. the National Gallery; 2. the Tate Gallery.

c) Think and answer.

What continental collections could Mr Bond have in mind?

Ex. 12. a) Read the story.

Remember: orange juice ['ɔrɪndʒ'dʒuːs] — **апельсиновый сок**
exhibition [ˌeksɪ'bɪʃn] — **выставка**
Note the pronunciation: Ellsworth ['elzwəːθ]
Frank Swain ['frænk 'swein]

Art for Heart's Sake**

Old Ellsworth was sitting in his study and reading a newspaper, when Koppel, his servant***, came in:

"Will you take **orange juice**, sir?"

"No," answered Mr Ellsworth.

"But it's good for you, sir."

"No."

When doctor Caswell came Koppel told him: "I can't do anything with the old man. He doesn't take his juice, he doesn't want to listen to the radio, he doesn't like anything."

Doctor Caswell had thought a lot about Mr Ellsworth since his last visit. It was a difficult case.

The old gentleman was quite well for a man of seventy six, but he had a kind of mania — he bought everything he saw: cars, factories, railroads. He was losing his money quickly and it was necessary to keep him away from business.

The doctor came into Mr Ellsworth's study.

---

* the Tate Gallery — **картинная галерея Тейт**
** for heart's sake [fə 'hɑːts 'seɪk] — **для души**
*** servant ['səːvənt] — **слуга**

"Well, how's the young man today?"

"Umph," came from the man in the armchair.

"I'd like to recommend something to you," the doctor said.

"What's it? Is it something to keep me away from business?"

"How would you like to study art?"

"But I'm not good at painting."

"I can get a student from one of art schools who'll give you lessons."

The doctor found a young student Frank Swain by name, who agreed to give Mr Ellsworth lessons on art.

Swain came to Mr Ellsworth the next afternoon and the lessons began.

Time flew and Swain came more and more often.

It was difficult to say whether Mr Ellsworth had really got interested in art but one thing was certain: he stopped buying things and his family was delighted.

Frank took him to art galleries and **exhibitions.** Ellsworth wanted to know everything about art galleries and artists who exhibited their paintings in them. He also wanted to know how the museums arranged exhibitions and who chose paintings for those exhibitions.

When spring came Ellsworth produced an awful* piece of painting which he called "Trees** dressed in white". Though the picture was awful the old man said that he was going to exhibit it at one of the largest galleries in New York.

Swain was sure that nobody would accept his paintings, but one day when he visited the exhibition at the Gallery he saw Ellsworth's picture there.

Two days before the exhibition closed Ellsworth received a letter from the Gallery. The letter said that Ellsworth had got the first prize for his painting.

When his doctor heard about it he said: "Well, now you see yourself that art is more interesting than business."

"Art is nothing," answered the old man, "I bought the Gallery last month."

b) Say what you have learned about:

1. Mr Ellsworth; 2. Mr Ellsworth's lessons with a student of art; 3. the exhibition at the Gallery.

---

* awful [ˈɔful] — ужасный

** tree — дерево

c) **Think and answer.**

1. Why did the family think that Mr Ellsworth got interested in art?
2. What was the real purpose of Mr Ellsworth's visits to art galleries and exhibitions?
3. Could the doctor keep Mr Ellsworth away from business? Why do you think so?

Ex. 13. Give extensive answers.

1. Why are Soviet people proud of Moscow?
2. What ancient buildings of Moscow attract tourists?
3. What Moscow art galleries are world's famous?
4. What is your favourite picture gallery? Why?
5. What architectural masterpieces of Leningrad attract tourists?
6. What picture galleries of Leningrad are among the best in the world?

Ex. 14. Give your viewpoint.

The purpose of arranging picture galleries and museums is to get money.

Ex. 15. Speak on the topics.

1. Places of interest of Moscow.
2. Places of interest of Leningrad.
3. Museums and picture galleries of Moscow (Leningrad).
4. Your favourite artist.

Ex. 16. Act out dialogues on the basis of the following assignments:

1. Mr Brown is interested in buying your pumps. Receive him in your office. Discuss the quality of the pumps and the price. Say that you can give them a discount if they order a big number of pumps. Before the talks ask Mr Brown what sights of Moscow he has seen.
2. Receive Mr Bond. Tell him that you cannot offer your goods on FOB terms. Give your reasons. Agree to deliver your goods in several lots. Discuss the dates of shipment of each lot. You know that Mr Bond has visited the Tretyakov Gallery. Ask him about his impressions.
3. You have visited a British plant producing compressors. Contact the manager, ask him to quote their prices. Ask him what discount they usually give their customers for big orders. Discuss the terms of payment. Speak about your visit to the Tate Gallery in London.

VOCABULARY

1. **proud** [praud] *adj* — гордый
   proud people
   proud man
   to be proud of {**smb.** / **smth.**} — гордиться {кем-л. / чем-л.}
   e.g. The Soviet People are proud of their country.
2. **ancient** ['eɪnʃənt] *adj.* — древний, старинный
   e.g. Ancient historical monuments of Moscow attract a lot of tourists.
3. **architecture** ['ɑːkɪtektʃə] *n* — архитектура
   modern / **ancient** / **Russian** } **architecture**
   but: **the architecture of Leningrad of the 18th century**
   a piece of architecture — архитектурное сооружение
4. **architectural** [ˌɑːkɪ'tektʃərəl] *adj* — архитектурный
5. **architect** ['ɑːkɪtekt] *n* — архитектор
6. **masterpiece** ['mɑːstəpiːs] *n* — шедевр
   masterpiece of {**art** / **architecture**}
7. **chance** [tʃɑːns] *n* — случай, возможность
   every chance — любая возможность
   to have a chance — иметь возможность
   e.g. I've never had a chance to go to New York
8. **to drive, drove, driven** [draɪv, drouv, 'drɪvən] *v* — 1. ехать на машине
   e.g. Let's drive to the centre of the city.
   e.g. I'd like to drive you home. — 2. отвозить, подвезти кого-л. на машине
9. **through** [θruː] *prep* — через
   e.g. — Where can I find the manager?
   — Go through this door, please.
10. **commercial** [kə'mɜːʃəl] *adj* — коммерческий, торговый
    commercial { **correspondence** / **life** / **matters** / **transactions** }
11. **to use** [juːz] *v* — использовать, употреблять
    e.g. He knows English so well that he did not have to use the dictionary to read the text.
12. **as** [æz] — в качестве
    e.g. Gradov works as an engineer.

13. **recently** [ˈrisəntli] *adv* — в последнее время
e.g. We've signed a lot of contracts recently.
syn. lately
14. **official** [əˈfiʃəl] *adj* — официальный
official { **talks** / **documents** / **answer** }
15. **residence** [ˈrezidəns] *n* — резиденция, место жительства
official residence
16. **election(s)** [iˈlekʃənz] *n* — выборы
17. **to take place** *v* — происходить, иметь место
18. **wonderful** [ˈwʌndəful] *adj* — чудесный, удивительный
wonderful { **day** / **picture** / **building** / **trip** }
to look wonderful
19. **such** *adj* — такой
e.g. I've never seen such a good performance.
such as — такой, как
e.g. There are a lot of museums in Moscow, such as the Pushkin Museum, the History Museum and others.
20. **to build, built, built** [bild, bilt] *v* — строить
21. **national** [ˈnæʃənl] *adj* — национальный
national { **holiday** / **museum** / **park** / **art** }
22. **local** [ˈloukəl] *adj* — местный
local newspaper
23. **to recognize** [ˈrekəgnaiz] *v* — узнать
24. **to imagine** [iˈmædʒin] *v* — вообразить, представить себе
e.g. Can you imagine life without television?
to imagine { **smb.** / **smth.** / **that ...** }
25. **meeting** [ˈmitiŋ] *n* — собрание, митинг
to hold a meeting — проводить собрание
26. **gallery** [ˈgæləri] *n* — галерея
picture / **art** **gallery** — картинная галерея / художественная галерея
27. **painting** [ˈpeintiŋ] *n* — 1. картина
painting by smb
e.g. I like paintings by Repin.
syn.: picture
e.g. He studied painting for five years. — 2. живопись

28. **artist** ['ɑtɪst] *n* — художник
famous / popular / great | **artist**

29. **display** [dɪs'pleɪ] *n* — показ, демонстрация
display of paintings — выставка картин
to be on display — экспонироваться
e.g. There are a lot of world's famous masterpieces on display in the Pushkin Museum.

30. **portrait** ['pɔtrɪt] *n* — портрет
portrait | **of** — портрет кого-л.
portrait | **by** — портрет, написанный кем-либо
e.g. This is a portrait of my wife.
This is a portrait by a famous artist.

31. **collection** [kə'lekʃən] *n* — коллекция
collection of | **books / paintings / stamps**

32. **to represent** [ˌreprɪ'zent] *v* — представлять
to represent | **a country / a company**

33. **school** [skuːl] *n* — школа; учебное заведение
e.g. Nick likes the Flemish school of painting.
My son will go to school next year.

> Артикль перед словом **school** не употребляется, если имеется в виду учебный процесс.
> My daughter went **to school** when she was six.
> Ср.: I went **to the school** yesterday to meet my daughter.

34. **exhibit** [ɪg'zɪbɪt] *v, n* — экспонировать, экспонат
35. **juice** [dʒuːs] *n* — сок
36. **exhibition** [ˌeksɪ'bɪʃn] *n* — выставка
art exhibition — художественная выставка

LESSON 2

Grammar: The Passive Voice (Simple Tenses).
Subject for Study: Fairs and Exhibitions.

UNIT I

GRAMMAR

The Passive Voice (Simple Tenses)

Step I. **Read the dialogues.**

1. — When do you get the morning newspapers?
   — They **are** usually **delivered** at 8.
2. — I like your TV-set. Where did you buy it?
   — You see, it **wasn't** actually **bought. It was rented.**
3. — The compressors **will be delivered** in September.
4. — You often go to the theatre, Jane. Who gets tickets for you?
   — They **are** usually **booked** by my father.
5. — Have you sent for the doctor?
   — Yes, the doctor **was sent for** a few minutes ago.
6. At the airport I **was asked** to check in for the flight.

Если подлежащее обозначает лицо или предмет, подвергающийся действию со стороны другого лица или предмета, то глагол-сказуемое употребляется в форме страдательного залога.
Лицо, совершающее действие, выражается в страдательном обороте существительным или местоимением с предлогом **by** (см. пример 4). Глаголы, требующие после себя предложного дополнения (to look at, to listen to, to speak about, to talk about, to send for), в страдательном залоге сохраняют предлог (см. пример 5).
Обратите внимание на то, что непереходные глаголы, такие как to grow, to take place, to take part, to appear, в страдательном залоге не употребляются.

Step 2. **The affirmative Form**

Утвердительная форма глаголов страдательного залога в Simple Tenses образуется при помощи вспомогательного глагола **to be** и Participle II смыслового глагола.

Ex. 1. Ask and answer as in the model.

— **Does** your company **do** ↗ **good business?**
— Yes. Many contracts are signed by our company every ↘ year

Prompts: 1. to place orders; 2. to receive enquiries; 3. to conclude transactions; 4. to receive offers; 5. to establish business contacts.

Ex. 2. Ask and answer as in the model.

— **Have you signed the** ↗ **contract yet?**
— ↘Yes, it was signed two days a ↘go.

Prompts: 1. to make a contract; 2. to make a reservation for the flight; 3. to reserve accommodation at the hotel; 4. to discuss the terms of the contract; 5. to establish business relations with French companies.

Ex. 3. Ask and answer as in the model.

— When are you going **to sign the** ↘ **contract?**
— It will be signed next ↘week.

Prompts: 1. to clarify the matter; 2. to test the equipment; 3. to study the contract form of Blake & Co; 4. to send the notification of readiness to the Buyers; 5. to arrange an exhibition of your goods; 6. to send the inspectors to the Seller's plants.

Ex. 4. a) Read the model.

The new comedy is much ↘talked about.

b) Say that the latest performance at the Art Theatre (the new opera at the Bolshoi, the new book by Hailey; the new musical) attracted everybody's attention.

Ex. 5. Read the model.

> **At the Customs House I was asked** to **open my** ↘ **suit-cases.**

Say what they asked you to do at the hotel (before the talks, before you went on business, after you came back from the business trip).

Step 3. **The Negative form.**

> При образовании отрицательной формы частица not ставится после вспомогательного глагола.

Ex. 6. a) Read the model.

> **The goods were not delivered on** ↗ **time** because the plant was heavy with ↘ orders.

b) Say why:

1. you didn't send documents to the Buyers; 2. the engineers didn't look through the catalogues closely; 3. you didn't send the reply to Brown & Co on time; 4. nobody met your friend at the airport; 5. the plant didn't test the compressors on Thursday; 6. the Buyers didn't accept the price.

Ex. 7. a) Read the model.

> **The machines will not be tested** next ↗ week because they are not ready for ↘ tests.

b) Say why:

1. you will not sign the contract tomorrow; 2. the Buyer will not open the L/C on time; 3. your company will not export the Model A pumps this year; 4. the Seller will not deliver the goods on time; 5. you will not complete the talks this week.

Step 4. **The Interrogative form.**

> При образовании вопросительной формы вспомогательный глагол ставится перед подлежащим.

Ex. 8. Ask and answer as in the model.

— **Is TV equipment exported** to ↗ many countries? — ↘Yes, it ↘ is. (↘No, it ↘ isn't.)

Prompts: 1. to test pumps; 2. to produce cars; 3. to import watches; 4. to sell chemical equipment; 5. to buy office equipment.

Ex. 9. a) Read the model.

When was the exhibition ↘ opened?

b) What will you say if you want to know when they:

1. sent their answer to the Buyer; 2. placed the order for Model A; 3. invited the inspectors to the plant; 4. reserved accommodation for Mr Brown; 5. showed the equipment in operation.

Ex. 10. a) Read the model.

— **Where will the exhibition of your goods be ↘ held?** — It will be held in Great ↘ Britain.

b) Ask your friend for what day they are going to make an appointment with Mr Brown; what matters they are going to discuss during the talks; when they are going to make some modification in their compressors; when they are going to send shipping documents to the Buyer; when they are going to place an order with Bell & Co.

Ex. 11. Translate into English.

1. Об этой выставке много говорят. 2. Вчера нам показали фильм о Джеймсе Бонде. Фильм произвел на нас большое впечатление. 3. Петрова попросили продемонстрировать компьютер в работе. 4. Испытания машин обычно проводятся на заводе-изготовителе. 5. Сколько специализированных выставок будет проведено в этом году в Москве? 6. Товар не был поставлен вовремя, так как у фирмы было слишком много заказов. 7. В кассе Петрову сказали, что он может купить билет только на восьмичасовой поезд.

WORKING ON THE TEXT

Fairs and Exhibitions

A

Every year a lot of international, national and **specialized** exhibitions and **fairs** are held in different countries of the world. The number of countries and companies who **take part** in them **is growing** from year to year and the **scope** of fairs and exhibitions is becoming larger.

The display during these exhibitions includes a wide range of exhibits which show the latest **achievements** in different **fields** of **industry, science** and **agriculture** of many countries.

Usually fairs and exhibitions are crowded with visitors, who show much interest in the exhibits on display.

At international and national exhibitions commercial centres are established where **participants** can **negotiate** the **sale** and the purchase of different goods.

Every exhibition is an eye-opening experience* and also **a method** to **advertise** products. Fairs and exhibitions are usually held **under various mottoes:** people and **progress,** peace and progress **through economic** cooperation and so on**. International fairs and exhibitions **pave the way** for the **consolidation** of **friendship** among countries and **nations.**

B

Last month Stepanov, an engineer from Soyuzimport, had instructons to visit an exhibition of **electronic** equipment which was held at Olympia[1] in London.

Soyuzimport was interested in purchasing computers of the latest model. The Model R 800 computer of Wilson & Co **attracted** Stepanov's **attention.** After he had seen the computer in operation he **got in touch** with Mr Adams, the **Sales Manager** of the company, to start talks for the purchase of computers.

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* every exhibition is an eye-opening experience [ɪks'pɪərɪəns] — каждая выставка помогает посетителям воочию убедиться в достижениях той или иной страны

** and so on — и т. д.

Stepanov: Good morning, Mr Adams. Here is my card.
Adams: Good morning. I'm glad to meet you. How do you like our **stand?**
Stepanov: Oh, it's really interesting. We've had a happy chance to see your latest achievements in electronic industry. I must say you've made much progress in this field.
Adams: Glad to hear that.
Stepanov: Mr Adams, your **stand-attendant** has just shown me the Model 800 computer in operation. Is it for sale?
Adams: Certainly. It's an **up-to-date** model. It **was introduced** into the world market six months ago and since then it has been a great **success.** So I'm not surprised you got interested in it.
Stepanov: Yes, I was impressed by its **efficient** performance* and the design.
Adams: The computer meets the highest world **standards.**
Stepanov: But as you know, Mr Adams, to buy a computer is only half the business. You must have your own operators and **programmers** to operate the equipment. I'd like to know if it will be possible to send our **specialists** here so that they could get good **training** at your plants.
Adams: No problem to arrange it.
Stepanov: Fine. As soon as I come back to Moscow we'll send you our enquiry.

Note:

1. Olympia — "Олимпия", большой выставочный зал в Лондоне.

SECTION A

Ex. 12. Read the text.

Ex. 13. Say what you have learned about:

1. different kinds of exhibitions; 2. the business side of fairs and exhibitions.

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* performance — эд. работа

Ex. 14. Think and answer.

1. Why are exhibitions and fairs growing in size and scope from year to year?
2. Why do we say that every exhibition is a good method to advertise different goods?
3. Why do fairs and exhibitions pave the way for the consolidation of peace and friendship among nations?
4. What is the purpose of arranging exhibitions and fairs?

SECTION B

Ex. 15. Read the dialogue.

Ex. 16. Say what you have learned about:

1. Stepanov's visit to the exhibition; 2. his talk with the Sales Manager of the company.

Ex. 17. Think and answer.

1. Why did the British stand impress Stepanov?
2. Why was it very important for Stepanov to find out if our specialists could go to Great Britain to get training?

UNIT III

WORKING ON WORDS

to attract smb.'s attention

Ex. 18. a) Read the model.

The elections of the Lord Mayor attracted our at ↘ tention because the ceremony is both beautiful and ↘ interesting.

b) Say why the new supermarket (the Art Museum, the new department-store, Nelson's Column, the display of the exhibition) attracted your attention.

to get in touch with smb.

Ex. 19. a) Read the model.

I'm going to get in touch with the President of the ↗ company to discuss some ↘ matters with him.

b) Say whom you are going to contact and why.

to be a success

Ex. 20. a) Read the model.

The exhibition of electronic equipment is a great suc\cess. I recommend you to /visit it as there are a lot of interesting ex\hibits there.

b) Say why you recommend your friend to see the new film at the Rossiya Cinema; *to see "Spartacus" at the Bolshoi; to visit the* exhibition of pictures by young Moscow artists; to get tickets to the Vakhtangov Theatre; to see the ballet "Anna Karenina".

c) Now say what places of interest in Moscow and Leningrad attract tourists' attention and why.

Ex. 21. Translate into English.

1. В сентябре в Дели, столице Индии, состоится международная выставка. Она расскажет посетителям о достижениях промышленности и сельского хозяйства и об успехах, которые сделаны в различных странах мира *в области науки и искусства.* 2. Мне необходимо связаться с фирмой "Браун энд К°" как можно скорее. 3. В этом году фирма собирается представить на мировой рынок новую модель компьютера. 4. Концерты артистов Большого театра всегда пользуются большим успехом. 5. Картины молодого художника привлекли внимание многих посетителей выставки.

UNIT IV

KEY STRUCTURES AND SPECIAL POINTS

Word-building

Ex. 22. a) Complete and translate.

to work *v* + **er** = worker *n*
to translate *v* + **or** = translator *n*

1. to write → ...
2. to read → ...
3. to sell → ...
4. to visit → ...

b) Complete the sentences.

1. This plant manufactures different models of pumps. It is the best ... of pumps.
2. What goods do Blake and Co buy from you? They are regular ... of our television equipment.
3. Where does he work? He is a ... of the Likhachov plant.
4. What kind of books does he write? He is a children's ...
5. Who translated this book into Russian? I don't know the name of the ... but he did it very well.

Tense and Voice

Articles

Ex. 23. Supply the articles where necessary.

1. This actress has been ... success in all performances.
2. All the newspapers wrote about ... success of the exhibition.
3. We are proud of ... progress which is made by our country in the field of science.
4. The fair was held under the motto: Peace and ... progress to all nations.
5. ... industry of Siberia [saɪ'bɪərɪə] has achieved much progress, as compared with previous years.

Ex. 24. a) Supply the correct forms of the verbs.

Petrov, a Soviet businessman, (to call) at the British pavilion [pə'vɪljən] at the international exhibition which (to hold) in London last month. He (to become) interested in the Model K2 machine-tool*. After he (to see) the machine in operation he (to get) in touch with Mr Black.

Petrov: Good afternoon, Mr Black. Here (to be) my card.

Black: Good afternoon, Mr Petrov. Glad to see you.

Petrov: I (to come) to London on business and I (to be) happy I (to have) a chance to visit this exhibition.

Black: I (to hope) you (to find) it interesting.

Petrov: It (to be) wonderful. I (to impress) by the size and scope of the exhibition. It (to be) one of the largest exhibitions I ever (to visit).

Black: Yes, over 350 companies (to take) part in it.

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* machine-tool — станок

Petrov: Mr Black, I just (to see) your pavilion. The Model K2 machine-tool (to attract) my attention. I must say your country (to make) much progress in the field of machine-tool industry.

Black: It (to be) a pleasure to hear that.
It (to be) an up-to-date model. It (to introduce) into the market at the beginning of the year and since then it (to be) a great success. A lot of companies (to show) much interest in the model.

Petrov: You see, Mr Black, we'd like to place an order with your company for this model and we'd like to negotiate the price for the machines.

Black: Yes, of course. We (to be) glad to establish business relations with your company.

Petrov: When we (can, to meet) to discuss the matter in detail?

Black: What about Tuesday, 10 in the morning?

Petrov: All right. I (to be glad) to meet you on Tuesday. Good-bye!

b) Say what you have learned about Petrov's visit to the exhibition and his impression of the British pavilion.

Prepositions

Ex. 25. a) Supply prepositions where necessary.

1. How many companies will take part ... the exhibition?
2. I'd like to get ... touch ... your Sales Manager to negotiate some business matters.
3. The exhibition was held ... the motto: Peace ... economic cooperation.
4. International fairs and exhibitions pave the way ... the consolidation ... peace ... different countries.
5. The exhibition was very popular and every day the halls were crowded ... visitors. The words which were written ... the Visitors' Book showed that the visitors were impressed ... the display.

SPEECH EXERCISES

Ex. 26. Read the dialogue.

Not long ago a group of Soviet businessmen came to Paris. They visited some French plants where press equipment is produced.

Mr Octon, a correspondent of one of the French newspapers, met Yuri Orlov, a Soviet businessman, at a press-making plant and asked him to answer a few questions:

Octon: When was the first French press bought by your company?

Orlov: It was in 1965 at the International Fair in Paris. A few presses were displayed on the French stand. We were particularly interested in a 160-ton press. The next day we bought it. Since that time we have been regular buyers of French press equipment. One of our new plants is completely equipped* with French presses.

Octon: What attracts Soviet customers in French presses?

Orlov: The presses are reliable in operation, they are of excellent quality and the performance is efficient.

Octon: Are you going to place some more orders for the presses?

Orlov: Yes, certainly. We are going to order a few presses of a new model. I'm sure large contracts will be concluded with France in the future.

Octon: What are the impressions of your trip?

Orlov: Most pleasant. Our representatives visit your country rather often. And each time they find great changes which take place in French industry. Plants are growing, old shops are reconstructed** and new shops are built. Up-to-date equipment is introduced into production. The range of goods continually*** increases.

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* to equip — оснащать, оборудовать

** to reconstruct ['ri:kən'strʌkt] — перестраивать, реконструировать

*** continually [kən'tinjuəli] — постоянно

Ex. 27. Give extensive answers.

1. What does the Soviet Union do to establish business contacts with other countries?
2. Why do foreign companies show interest in the exhibitions which are held in the Soviet Union?
3. Why is it necessary to have efficient stand-attendants at exhibitions?
4. What do you know about trade fairs?

Ex. 28. Speak on the topics.

1. My visit to an exhibition.
2. The exhibition I worked at.

Ex. 29. Act out dialogues on the basis of the folowing situations:

1. You've just visited the British pavilion at the international exhibition in London and became interested in the Model A 20 machines. Tell the Sales Manager of the British company about your impressions of the machines.
2. After you had seen the latest model of computer at the exhibition in Finland you decided to visit Mr Swenson. Now you are in his office.
   Discuss the price and the terms of payment.

UNIT VI

VOCABULARY

1. **specialized** ['speʃəlaizd] *adj* — специализированный
2. **fair** [fɛə] *n* — выставка, ярмарка
3. **to take part** *v* — принимать участие

   to take part in { **talks** / **fairs** / **exhibitions** }

   e.g. Did you take part in the talks yesterday?
4. **to grow (grew, grown)** [grou, gru:, groun] *v* — расти
5. **scope** [skoup] *n* — размах, охват
6. **achievement** [ə'tʃi:vmənt] *n* — достижение

   achievements in { **art** / **industry** / **architecture** }

   to make achievements — достичь успехов
7. **field** [fi:ld] *n* — область, сфера
8. **industry** ['indəstri] *n* — промышленность

   heavy / **light** } **industry**

9. **science** [saɪəns] *n* — наука
10. **agriculture** [ˈægrɪkʌltʃə] *n* — сельское хозяйство
11. **participant** [pɑːˈtɪsɪpənt] *n* — участник
12. **to negotiate** [nɪˈgouʃieit] *v* — вести переговоры (о покупке, продаже)

to negotiate | **a contract** / **a transaction** / **an order**

e.g. They are negotiating a contract with Brown & Co now.

13. **sale** [seɪl] *n* — продажа
14. **method** [meθəd] *n* — метод, способ
15. **to advertise** [ˈædvətaɪz] *v* — рекламировать

to advertise | **goods** / **machines** / **equipment**

e.g. The goods are advertised at fairs and exhibitions.

16. **under** [ˈʌndə] *prep* — под

under | **a table** / **a desk**

e.g. The book is under the table.

17. **various** [ˈvɛərɪəs] *adj* — различный, разнообразный

various | **countries** / **books**

18. **motto** [ˈmɔtou] (*pl.* mottoes) *n* — девиз

under the motto

e.g. Fairs and exhibitions are held under various mottoes.

19. **progress** [ˈprougres] *n* — прогресс, успех

make | **much** / **little progress** / **good**

e.g. He has made much progress in English.

> Существительное **progress** употребляется только в единственном числе.

20. **through** [θruː] *prep* — *зд.* посредством
21. **economic** [ˌiːkəˈnɔmɪk] *adj* — экономический

economic | **cooperation** / **plans** / **progress**

22. **to pave** [peɪv] *v* — мостить
to pave the way — прокладывать путь

e.g. Exhibitions and fairs pave the way for peace and progress

23. **consolidation** [kənˌsɔlɪˈdeɪʃn] *n* — укрепление
24. **friendship** [ˈfrendʃɪp] *n* — дружба
25. **nation** [neɪʃn] *n* — нация
26. **electronic** [ˌelɪkˈtrɔnɪk] *adj* — электронный

27. **attention** [ə'tenʃn] *n* — внимание
to attract attention — привлекать внимание
e.g. The latest model of computer attracted the Buyer's attention.

28. **to get in touch with** *v* — связаться
e.g. As soon as Lavrov arrived in London he got in touch with Mr Brown.

29. **Sales Manager** *n* — коммерческий директор

30. **stand** [stænd] *n* — стенд

31. **stand-attendant** ['stændə'tendənt] *n* — стендист

32. **up-to-date** ['ʌptə'deit] *adj* — современный

up-to-date | **plant** / **model** / **equipment**

e.g. The Model BK machine is an up-to-date model.
syn.: **modern**

33. **to introduce** [ˌintrə'dju:s] *v* — вводить; представлять
to introduce into (to)
e.g. The model was introduced into the world market not long ago.

34. **success** [sək'ses] *n* — успех, удача
to be a sucess — пользоваться успехом; иметь успех
e.g. The new comedy is a great success.

35. **efficient** [i'fiʃənt] *adj* — 1. квалифицированный, умелый

efficient | **secretary** / **engineer**

efficient | **performance** / **method** / **equipment** — 2. производительный, эффективный

36 **finish** *n* — отделка

37. **standard** ['stændəd] *n* — стандарт
to be up to standard — соответствовать стандарту
to meet stanards — отвечать стандартам
e.g. Our machines are up to standard.

38. **programmer** [prou'græmə] *n* — программист

39. **specialist** ['speʃəlist] *n* — специалист

40. **training** ['treiniŋ] *n* — обучение, тренировка

LESSON 3

Grammar: The Passive Voice (continued).
Subject for Study: The British Parliament.

UNIT I

GRAMMAR

The Present and Past Perfect Tenses of the Passive Voice

Step. 1. **Read the dialogues**

1. — Where is today's newspaper?
   — I haven't seen it here. I think it **hasn't been delivered** yet.
2. — Did the company test the equipment yesterday?
   — Yes, the equipment **had been tested** by 2 o'clock yesterday.
3. — We signed the contract for pumps with Blake and Co only two days ago.
   — Did you? I though that the contract **had been signed** a week before.

Present Perfect и Past Perfect страдательного залога употребляются в тех же случаях, что и аналогичные времена активного залога.

Step 2. **The Affirmative Form.**

Утвердительная форма глаголов страдательного залога в Perfect Tenses образуется при помощи глаголов **to be** в соответствующем времени и Participle II смыслового глагола.

Ex. 1. a) Read the model.

Many new hotels have been built in Leningrad / lately.

b) Say what has been built in Moscow (your district, our country, etc.) lately.

Ex. 2. Ask and answer as in the model.

> — **When did they complete the construction of the new ho \ tel?**
> — It had been completed by last \ June.

Prompts: 1. to build the new assembly shop; 2. to establish the commercial centre; 3. to introduce the latest model or cars; 4. to improve the finish of the machines; 5. to ship the compressors to Smith and Co.

Ex. 3. Say: 1. What has been done at your office this week; 2. what had been done by the end of office hours yesterday; 3. what had been done before you went on a business trip.

Step 3. **The Negative Form.**

> При образовании отрицательной формы частица not ставится после первого вспомогательного глагола.

Ex. 4. Respond as in the model.

> — I wonder if they **have already \ tested the equipment at the plant.**
> — I am afraid it \ hasn't been tested yet.

Prompts: 1. to sign the contract with Blake and Co; 2. to discuss all the terms of the contract; 3. to deliver the compressors to Bell & Co; 4. to send the exhibits to the international exhibition; 5. to complete the talks with Brown and Co; 6. to advertise the goods in the journal "Foreign Trade."

Step 4. **The Interrogative Form.**

> При образовании вопросительной формы первый вспомогательный глагол ставится перед подлежащим.

Ex. 5. Ask and answer as in the model.

— **Has the equipment been delivered to Brown and ↗ Co?** — It certainly ↘ has. It was delivered in ↘ May.

Prompts: 1. to test the pumps; 2. to send the colour TV-sets to the exhibition; 3. to settle the price problem with Green & Co; 4. to write the letter to Blake and Co; 5. to introduce the latest model of cars to the market; 6. to open the new commercial centre.

Ex. 6. a) Read the model.

— **Had accommodation been reserved** for Lavrov before he left for ↗ London? —↘Yes, it ↘ had.

Prompts: 1. to give any instructions; 2. to study the latest catalogues; 3. to send a telex; 4. to test the machines; 5. to study the contract form.

b) Now ask your friend what had been done before his last visit to the exhibition, business trip, talks, visit to the plant, etc.

Ex. 7. Translate the following sentences:

1. За последнее время нашей страной достигнуты большие успехи в науке. 2. Товар "Союзэкспорта" был поставлен французской фирме к концу прошлого года. 3. — Интересно, отправлена ли коллекция картин в Лондонский музей? — Да, она была отправлена на прошлой неделе самолетом. 4. Им сказали, что выставка полна посетителей с утра до вечера. 5. Нашего инженера спросили, используется ли этот новый метод в промышленности. 6. После того, как контракт был подписан, представителей фирмы "Блейк энд К°" пригласили в ресторан.

WORKING ON THE TEXT

Note the pronunciation: monarchy ['mɔnəkɪ]
monarch ['mɔnək]

A

The British Parliament

There are four countries in the United Kingdom: England, Scotland*, Wales** and Northern Ireland***.

Laws in Great Britain are made by Parliament. It consists of two **chambers:** the House of Commons**** and the House of Lords*****. The House of Commons **elected** by **secret ballot.** There are two political **parties.** The main parties is more conservative Party and the Labour Party. The **executive** is **the Prime Minister.** He **heads** the **Government** but is not **the Heat** of **State.**

Great Britain is a monarchy and the head of State is a monarch whose **power is limited** by Parliament. The Prime Minister is usually **the leader** of the Party that has **a majority** in the House of Commons. Each new Prime Minister can make changes in the size of his cabinet, **appoint** new ministers and make other changes.

The Prime Minister takes **policy decisions** with the **agreement** of his ministers. He often holds Cabinet Meetings at his official residence at No 10 Downing Street which is very near the Houses of Parliament in Westminster.

The Power of the Cabinet **is controlled** by Parliament.

B

A Visit to the British Parliament

One day Mr Bond invited Borisov and some engineers from the Soviet Trade Delegation **to make a tour** round the Houses of Parliament. John Wilson, Mr Bond's friend, is a member of the British Parliament and he **kindly**

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* Scotland ['skɔtlənd] — Шотландия
** Wales [weilz] — Уэльс
*** Northern Ireland ['nɔðən aiələnd] — Северная Ирландия
**** the House of Commons ['kɔmənz] — палата общин
***** the House of Lords [lɔdz] — палата лордов

agreed to show Borisov and his friends the British Parliament. The visit promised to be very interesting and the Soviet engineers accepted the **invitation** with pleasure.

Wilson: Now we are in the centre of London. You see the Houses of Parliament.

Borisov: Why do you say the Houses of Parliament and not the House of Parliament?

Wilson: The fact is there are two Chambers in the British Parliament and they are called Houses.

Borisov: I see.

Wilson: I think we'll start with the House of Lords. You'll be able to see the throne on which the Queen* sits when she opens Parliament.

(A few minutes later)

Wilson: Here we are now.

Borisov: Oh, the place is really wonderful. Something you can never forget.

Wilson: Do you see that woolsack** over there? This is where the Lord Chancellor*** sits. For hundreds of years **wool** had been known as one of the most important exports**** of our country.

Borisov: But today, **I suppose**, he must sit on a piece of **machinery**. Although that won't be so comfortable.

Wilson: Yes, you are right. Well, and now let's go to the House of Commons.

(In the House of Commons)

Borisov: I can say it doesn't look as splendid as the House of Lords with its beautiful red benches.

Wilson: Yes, you are right.

Borisov: What's that over there?

Wilson: This is the Strangers' Gallery***** of the House of Commons.

Borisov: Why is it called the Strangers' Gallery?

Wilson: It's easy **to explain**. Each Chamber has galleries. Seats in the galleries are reserved for **the use** of the **public** who are called "strangers" in the language of Parliament.

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* queen [kwɨn] — королева

** woolsack ['wʊlsæk] — набитая шерстью красная подушка, на которой сидит лорд-канцлер

*** Chancellor ['tʃɑ:nsələ] — лорд-канцлер

**** exports — статьи экспорта

***** the Strangers' Gallery — галерея для публики

Borisov: I see.

Wilson: Look at that green chair over there. That's where the Speaker[1] sits. It has been given to the Commons by Australia*. On the speaker's chair there is a switch** that puts on the light*** in the Clock **Tower above** "Big Ben" to tell Londoners that Parliament is in session****.

Borisov: And where does the Prime Minister sit?

Wilson: His seat is on the Government **front** bench which is on the speaker's right. And on the Speaker's left you can see the Opposition front bench. These are the most interesting places I could show you, gentlemen.

Borisov: We **are** very **grateful** to you. Thank you for the enjoyable time, Mr Wilson.

Note:

1. Speaker — спикер, представитель палаты общин в британском парламенте. По традиции не принадлежит ни к одной из партий. Руководит заседаниями палаты общин.

SECTION A

Ex. 8. Read the text.

Ex. 9. Say what you have learned from the text about:

1. the British Parliament; 2. the power of the Prime Minister and his cabinet.

SECTION B

Ex. 10. Read the dialogue.

Ex. 11. Say what you have learned from the dialogue about:

1. the House of Commons; 2. the House of Lords.

Ex. 12. Think and answer.

1. Why does the British Parliament attract a lot of visitors?
2. Why does Borisov say that the Lord Chancellor must sit on a piece of machinery?
3. Why are seats in the Strangers' Galleries reserved for the use of the public?

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* Australia [ɔ'streiljə] — Австралия

** switch [switʃ] — выключатель

*** light — свет

**** to be in session — заседать

WORKING ON WORDS

to appoint

Ex. 13. a) Say and respond as in the model.

— I've heard Mr Brown is **President of the \company** now.
— \Yes, he was appointed President last \month

Prompts: 1. chief engineer of the plant; 2. manager of the company; 3. chief producer of the theatre; 4. Sales Manager of the company; 5. Vice-President of the company; 6. director of the firm.

b) Now say when a person you know was appointed chief engineer of the plant (chief inspector, General Director of the firm, chief producer of the theatre, etc.)

to explain

Ex. 14. a) Say and respond as in the model.

— I don't know what **"a double- \decker"** is.
— I can ex\plain that to you. It's a red London bus with two \decks.

Prompts: 1. a supermarket; 2. a self-service restaurant; 3. a pub; 4. a terminus; 5. an overnight train.

b) Ask your friend to explain to you:

1. why fairs and exhibitions are called an eye-opening experience; 2. why commercial centres are established during exhibitions; 3. what CIF terms mean; 4. why galleries for public in the British Parliament are called the Strangers' Galleries.

Ex. 15. Translate into English.

1. Выборы президента проводились тайным голосованием. 2. Г-н Браун был назначен президентом фирмы в этом году. 3. Я не могу объяснить вам, что означает

это слово, так как я не знаю английского языка. 4. Миролюбивая политика Советского правительства хорошо известна всем народам мира. 5. Давайте совершим путешествие по Кавказу этим летом. 6. Делегация прибывает в Советский Союз по приглашению фирмы. Поездка обещает быть интересной. 7. Решение было принято с согласия директора фирмы. 8. Какая партия имеет сейчас большинство в британском парламенте?

UNIT IV

KEY STRUCTURES AND SPECIAL POINTS

Word-building

Ex. 16. a) Complete and translate.

colour n + **ful** = colourful adj

1. wonder → ...
2. peace → ...
3. success → ...

b) Complete the sentences.

1. We stand for peace. Our ... policy is well known all over the world. 2. Can you give him some help? He says that your advice is always ... 3. "What a bright colour!" — "Yes, the advertisement looks ..., doesn't it?" 4. "Have you seen his daughter? She is a real beauty." — "Yes, she is as ... as her mother."

Articles

Ex. 17. Supply the articles or possessive pronouns where necessary.

1. "We've received ... invitation to visit the Houses of Parliament." — "Have you accepted ... invitation?" — "Yes, of course. You don't often receive ... invitations like this one."
2. Do you export ... wool?
3. The second lot of ... wool arrived with some delay.
4. The quality of ... wool doesn't meet our requirements. It's lower than we expected.

5. People outside Great Britain believe that if a man is elected to sit in ... Parliament he must have a seat. Indeed, most Parliaments give members not only a seat, but a seat which is reserved. Sometimes there is even a desk where members of ... Parliament can keep documents. You can't say that about ... British Parliament. In the House of Commons, for example, only about two-thirds (две трети) of its members have seats.

Tense and Voice

Ex. 18. Supply the correct forms of the verbs.

1. In our country all power (to belong) to people who (to govern) the country through Soviets which (to be) the leading organs of political power. The Soviets (to elect) by secret ballot.
2. The power of the queen of England (to limit) by Parliament.
3. "Who (to control) the power of the Prime Minister's Cabinet?"—"It (to control) by Parliament."
4. Lately our company (to send) an invitation to take part in an exhibition of electronic equipment which (to hold) in London.
5. It (to give) me a lot of pleasure to read a very interesting book on the history of old Russian towns.
6. Mr Bell (to appoint) manager of the company lately.

Prepositions

Ex. 19. Supply prepositions where necessary.

1. Elections ... our country are held ... secret ballot.
2. "Where is your wife? I haven't seen her ... last month." — "She is ... a tour round Europe."
3. A lot ... delegations arrive ... the Soviet Union ... the invitation ... the Trade Unions.
4. The man couldn't tell ... me how to get ... the National Gallery as he himself was a stranger in London.
5. David thanked Mr Turner ... the enjoyable time ... the Houses ... Parliament.
6. The decision was taken ... the agreement ... the company manager.

Miscellaneous

Ex. 20. Choose and use.

seat, place

1. The passenger took ... near the window.
2. Where will the exhibition take ...?
3. Do you prefer ... in the stalls or in the dress-circle?
4. Excuse me, but this is my ... . Here is my ticket.
5. There is no ... like home.
6. My ... in the plane was very comfortable.
7. Brighton is a wonderful ... for a holiday.
8. There are two ... in the balcony. You may have them.

UNIT V

SPEECH EXERCISES

Ex. 21. a) Read the dialogue.

Remember: impressive [ɪm'presɪv] — впечатляющий
Note the pronunciation: Grand [grænd]

Not long ago an exhibition of chemical goods was held in Moscow. Soyuzimport made a large contract with Blake & Sons, a British company. After the contract had been signed Petrov, who headed the negotiations, invited the British businessmen, Mr White and Mr Green, on a tour round Moscow.

Petrov: Here we are in Red Square, the heart of Moscow. To Moscovites and many other people Red Square is one of the most beautiful places in the world.

White: Yes, the place looks really beautiful. What is that wonderful cathedral just in front of us?

Petrov: Oh, it's one of the oldest and most famous cathedrals in our country. It's St Basil's cathedral. You will never forget it if you have seen it once. Do you see that tower, to the right of St Basil's, gentlemen? This is the Kremlin's main tower which is the symbol* of Moscow.

White: Is the Kremlin open to the public?

* symbol — символ

Petrov: Yes. Every day, from morning till late in the evening, thousands of people come here. Let's go in.

Green: I suppose, the Kremlin means a lot to Soviet People.

Petrov: You are right. The Moscow Kremlin is the old historical and architectural centre of the city. It's also the seat of the Soviet Government and the Soviet Parliament — the USSR Supreme Soviet*.

White: Can we see the building where sessions of the Supreme Soviet are held?

Petrov: They are held in the Grand Kremlin Palace**. We'll see it later. During sessions the national flag of the USSR is flown above the palace.

White: Is that the building of the Palace of Congresses? I've seen it in one of the films.

Petrov: Yes, that's it.

Green: The building is very **impressive.** What is it used for?

Petrov: Congresses, international conferences and festivals, public meetings of Moscovites are held here. And besides it is used by the Bolshoi Theatre and other companies for their performances.

White: And what is that three-storey building over there? I see a red flag above its green cupola***.

Petrov: This is the residence of the Soviet Government. On the third floor of this building there is a hall where the USSR Council of Ministers**** sits.

Green: Mr Petrov, we must thank you for the wonderful tour. We had an enjoyable time. Moscow is like an open-air museum and the most attractive sight is the Kremlin.

b) Say what you have learned from the dialogue about:

1. Red Square. 2. St Basil's Cathedral; 3. the Kremlin's buildings; 4. the Kremlin.

c) Think and answer.

1. Why are Red Square and the Kremlin called "the heart of Moscow"?

---

* the USSR Supreme Soviet [sju'pri:m 'souvjet] — Верховный Совет СССР

** palace — дворец

*** cupola ['kjuːpələ] — купол

**** the Council of Ministers ['kaunsil] — Совет Министров

2. Why is the central square of Moscow called "red"?
3. Why does St Basil's Cathedral attract everybody's attention?
4. What is the name of the tower which is called the symbol of Moscow?
5. Why did Mr Green say that Moscow is an open-air museum?

Ex. 22. a) Read the dialogue.

The other day Belov, the General Director of Soyuzimport, and Mr Turnball, a representative of Lindon Tools Ltd, met at the Ministry for Foreign Economic Relations to negotiate the purchase of a Flight Information Display System* for a new airport.

Belov: Good morning, Mr Turnball. Happy to see you in Moscow again.

Turnball: Good morning, Mr Belov. I'm also pleased to meet you.

Belov: Will you take a seat, please. Did you have a nice journey?

Turnball: Yes, thank you. I enjoyed the trip. It was very pleasant indeed.

Belov: I'm glad to hear it. Now I'd like to discuss with you some details of our transaction. Our customers have studied all the technical characteristics of your system and concluded that they meet their requirements.

Turnball: I'm happy to hear it. We have been selling our equipment to many Estern countries. It's up to world standards and is in great demand on the world market.

Belov: Well, now we can get down to discussing the commercial side of our transaction, can't we? The first thing I'd like to clarify is the prices.

Turnball: Don't you find them attractive?

Belov: On the hole we do, but the prices for items** 3 and 9 are a bit high.

Turnball: I'm afraid I can't agree with you here. These items are completely new in design and they are the best on the world market.

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* Flight Information Display Symtem — система информации для авиапассажиров

** item — позиция

Belov: Other companies offer lower prices for such items and they are 30—40% lower than yours. Could you find it possible to give us a discount?

Turnball: Well. I must get in touch with my company and I'll give you my answer tomorrow.

Belov: Good. Now comes the question of payment. Payment for collection suits us.

Turnball: Very well.

Belov: And since your terms of delivery and delivery time are acceptable, we'd like to offer you our contract form to study. Could you come here at 10.30 tomorrow?

Turnball: No problem, Mr Belov. Good-bye.

Belov: Gool-bye, Mr Turnball.

b) Say what you have learned from the dialogue about:

1. the goods Soyuzimport was interested in; 2. the price and terms of payment in the offer of Lindon Tools Ltd.

c) Think and answer.

1. Why was Soyuzimport interested in the goods from Lindon Tools Ltd?
2. Had the representatives of the two companies met before Mr Turnball came to Moscow? Why do you think so?
3. Why didn't all the prices of the company suit the Buyers?
4. Why did Belov and Mr Turnball decide to meet again?
5. What other matters will be discussed before the companies sign the contract?

Ex. 23. Act out dialogues on the basis of the following situations:

1. Tell Mr White you have looked through their latest catalogues and quotation closely. The quality of the machines meets your requirements but you cannot agree to their price. Tell him you will place a big order with the company if they give you a discount.
2. Green & Co are regular buyers of pumps. They would like to place an order with you. So their representative comes to your office. Discuss the price and terms of delivery and payment.
3. You've just visited the Sellers' plant and have seen the machines you are going to buy in operation. Tell Mr Blake about your impressions of the machines. Discuss with him delivery dates. You require the goods for immediate shipment.

VOCABULARY

1. **parliament** ['pɑ:ləmənt] *n* — парламент
   e.g. Mr Brown is a member of the British Parliament.
   Parliament in Great Britain is opened by the queen.

> Существительное parliament употребляется с определенным артиклем, если перед ним есть определение.

2. **law** [lɔ:] *n* — закон
   to make laws — издавать законы
   e.g. Who are the laws in Great Britain made by?
3. **chamber** ['tʃeɪmbə] *n* — *зд.* палата
4. **member** ['membə] *n* — член (семьи, парламента и т. д.)
5. **to govern** [gʌvn] *v* — управлять
6. **government** ['gʌvənment] *n* — правительство
7. **to belong** [bi'lɔŋ] *v* — принадлежать
   to belong to ...
   e.g. Who does this book belong to?
8. **party** ['pɑ:ti] *n* — партия
   the Conservative [kən'sə:vətiv] / **the Labour** ['leibə] **Party**
9. **to elect** [i'lekt] *v* — избирать
10. **secret ballot** ['si:krit'bælət] *n* — тайное голосование
    by secret ballot — тайным голосованием
    e.g. The Supreme Soviet of the USSR is elected by secret ballot.
11. **chief** [tʃi:f] *adj* — главный, основной
    e.g. He is the chief engineer of the plant.
12. **executive** [ig'zekjutiv] *n* — руководящий работник
    the chief executive — глава исполнительной власти
13. **Prime Minister** [praim 'ministə]] *n* — премьер-министр
14. **to head** [hed] *v* — возглавлять
    to head the **party** / **negotiations** / **delegation**
    e.g. Who heads the delegation from Great Britain?
15. **head** *n* — *зд.* глава
    the head of the **Government** / **state**
16. **state** [steit] *n* — государство
17. **power** [pauə] *n* — власть
18. **to limit** ['limit] *v* — ограничивать

19. **leader** ['li:də] *n* — руководитель

20. **majority** [mə'dʒɔrɪtɪ] *n* — большинство

e.g. This party has a majority in Parliament now.

21. **to appoint** [ə'pɔɪnt] *v* — назначать

to be appointed | **president** / **manager** / **chief engineer**

e.g. He was appointed chief engineer of the plant not long ago.

22. **policy** ['pɔlɪsɪ] *n* — политика

peaceful policy

e.g. The peaceful policy of the Soviet state is well-known all over the world.

23. **decision** [dɪ'sɪʒn] *n* — решение

to take / **to make** | **a decision** — принять решение, решить

e. g. We took a decision to accept the company's offer.

We made a decision to spend our holiday at the Baltic coast this summer.

24. **agreement** [ə'gri:mənt] *n* — согласие

with the agreement of

e. g. The decision was taken with the agreement of the President.

25. **to control** [kən'troul] *v* — контролировать

26. **tour** [tuə] *n* — путешествие, турне; зд. экскурсия

to make a tour — совершить экскурсию

to be on a tour — путешествовать

e. g. We are going to make a tour round Europe in summer.

27. **kindly** ['kaindli] *adv* — любезно

28. **invitation** [,invi'teiʃn] *n* — приглашение

to accept / **to send** / **to get** | **an invitation**

e. g. Petrov accepted the invitation to visit the British Parliament.

on (at) the invitation of — по приглашению

e. g. The delegation arrived in Moscow on the invitation of the Government.

29. **wool** [wul] *n* — шерсть

much / **little** | **wool**

e. g. The quality of the wool meets our requirement.

30. **to suppose** [sə'pouz] *v* — полагать, думать, считать

e. g. I suppose he will come on time.

31. **machinery** [mə'ʃi:nəri] *n* — машинное оборудование, машины

32. **to explain** [iks'plein] *v* — объяснять
to explain smth. to smb.
e. g. I can explain to you what the word "Sputnik" means.

33. **use** [ju:s] *n* — 1. польза, смысл
e. g. Is there any use in discussing this matter?
The use of the new method improved the quality of the products. — 2. использование

34. **public** ['pʌblik] *n, adj* — 1. публика; 2. общественный, государственный.
e. g. Seats in the Strangers' Galleries of the British Parliament are reserved for the use of the public.

public	**transport**	— общественный транспорт
	office	— государственное учреждение
	official	— государственный служащий

35. **tower** [tauə] *n* — башня
36. **above** [ə'bʌv] *prep* — над
e.g. When Parliament is in session Londoners see a light above Big Ben.

37. **front** [frʌnt] *adj, n* — передний, перед
in front of — перед
e.g. There is a large park in front of our house.

38. **grateful** ['greitful] *adj* — благодарный, признательный
to be grateful to smb. for smth. — быть признательным кому-то за что-л.
e.g. We are grateful to you for a wonderful trip.

39. **impressive** [im'presiv] *adj* — впечатляющий

LESSON 4

Grammar: 1. The Modal Verb **should.**
2. The Passive Infinitive.
Subject for Study: Enquiries and Offers.

UNIT I

GRAMMAR

SECTION I

THE MODAL VERB "SHOULD"

Step 1. **Read the dialogues.**

1. — Mary feels bad.
   — She **should see** a doctor.
2. — I've bought sausages for breakfast.
   — Oh, you **shouldn't have bought** sausages. I don't like them.
   You **should have bought** some fish.

Модальный глагол **should** употребляется со всеми лицами единственного и множественного числа для выражения совета, морального долга или упрека.
Should в сочетании с Indefinite Infinitive относится к настоящему или будущем времени (см. пример 1) и переводится на русский язык: "должен", "следует", "следовало бы".
Should в сочетании с Perfect Infinitive относится к прошедшему времени (см. пример 2) и переводится на русский язык: "должен был", "следовало (бы)".

Step 2. **Practise the use of the verb "should".**

Ex. 1. a) Respond as in the model. Give your reasons.

— 'd like **to stay at the "Sochi" Hotel.**
— 'en you should reserve accommodation in ad-
'ce. It's a very popular hot tel.

32. **to explain** [iks'plein] *v* — объяснять
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2. The Passive Infinitive.
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Ex. 1. a) Respond as in the model. Give your reasons.

– 'd like **to stay at the "Sochi" Hotel.**
.. 'en you should reserve accommodation in ad-
'ce. It's a very popular hot tel.

Prompts: 1. to invite the businessmen to the Prague restaurant after the talks; 2. to take Mr Bell to the Bolshoi Theatre next Saturday; 3. to fly to the Baltic coast in July; 4. to buy a new suit for myself; 5. to make a present to my little daughter; 6. to visit the international book fair.

b) Say where you would recommend your friend to go if he wants:

1. to see masterpieces of old Russian architecture; 2. to have a quiet rest; 3. to buy a dress for better wear; 4. to see a good ballet performance; 5. to listen to a concert of classical music.

Ex. 2. Say and respond as in the model.

— I didn't see the new programme on television ↘ yesterday. — Oh, but you should have ↘ seen it. It was very ↘ interesting.

Prompts: 1. to send the cable to Bell & Co; 2. to phone the plant; 3. to visit the exhibition of electronic equipment; 4. to make a contract with Brown & Co. 5. to contact the representatives of the company; 6. to call on the friends.

Ex. 3. Translate into English.

1. Вам следует попросить Лаврова рассказать о Лондоне. Он прожил там несколько лет и очень хорошо знает этот город. 2. Нам следует обсудить этот вопрос детально. 3. Зачем вы поехали метро? Вам следовало бы сесть на автобус 3. 4. Вам следует приложить к письму последние каталоги на модель АВ 20. 5. Почему вы не согласились с этими ценами? Вам следовало согласиться с ними. Другие фирмы продают эти машины по более высокой цене. 6. Вам следует купить костюм на номер больше. Этот мал вам. 7. Почему вы пришли так поздно? Вам следовало бы прийти пораньше, так как обсуждение вопроса, который вас интересует, уже началось.

THE PASSIVE INFINITIVE

Step 1. **Read the following dialogues:**

1. — When must we ship the goods?
   — The goods **must be shipped** not later than May.
2. — What do you say to our offer?
   — I'm afraid the offer **can't be accepted** as the price is extremely high.
3. — When are you to make tests of the machines?
   — The tests **are to be made** next week.

> The Passive Infinitive состоит из вспомогательного глагола **to be** (в форме инфинитива) и **Participle II** смыслового глагола.

Step 2. **Practise the use of the Passive Infinitive.**

Ex. 4. a) Read the model.

> **The goods must be shipped in May.**

b) Say:

1. what business matters must be discussed before you sign a contract; 2. when the Notification of Readiness must be sent to the Buyers; 3. when the Letter of Credit must be opened; 4. against what documents payment must be made; 5. when the talks must be held.

Ex. 5. Ask and answer as in the model.

> — **When are you to complete the work?**
> — The work is to be completed by the end of June.

Prompts: 1. to deliver the goods; 2. to complete the construction of the plant; 3. to discuss the terms of the contract; 4. to hold the talks; 5. to make the tests of the compressors; 6. to make payment.

Ex. 6. Ask and answer as in the model.

— **For what day should the appointment with the President be ↘ made?** — I think the appointment should be made for ↘ Wednesday.

Prompts: 1. to book tickets to the theatre; 2. to appoint the talks; 3. to reserve a table at the Minsk Restaurant; 4. to make a reservation for the flight; 5. to plan the tests of the pumps; 6. to buy tickets to the exhibition.

Ex. 7. Translate into English.

1. Письмо должно быть переведено к 5 часам. 2. Г-н Браун сказал, что заказ не может быть увеличен до 50 машин. 3. Все расчеты должны быть сделаны к концу месяца. 4. Аккредитив должен быть открыт на полную стоимость товара. 5. Предложение не может быть отправлено через два дня. 6. Когда должны быть проведены испытания машин? 7. К предложению должен быть приложен каталог, а также технические характеристики машины.

СТРУКТУРА КОММЕРЧЕСКОГО ПИСЬМА

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Telegrams & Cables
IONANSTEEL LONDON TELEX

YOUR REF: OUR REF: O/KC/LC DIVISION: INTERNATIONAL

19 February 19 ...

Mr. A. N. Medvedev
Senior Engineer

V/O SOYUZIMPORT
Kalyaev U1.5
Moscow 103006
USSR

Dear Mr. Medvedev,

I was very pleased to meet you on the 12th February and very much enjoyed our discussions.

Although we represent Flexibox as Consultants in the Soviet Union we are also able to supply many other spare parts from different manufacturers and we are very keen to establish a relationship with you.

I should like to take this opportunity to enclose a copy of our latest Product List which will give you some idea of the very wide range of products and equipment we are able to supply. I do hope you will not hesitate to send me enquiries for any spare parts which you wish to import from the UK.

I look forward to the pleasure of hearing from you soon.

Yours sincerely,

K. CARTER

Enc.

Деловые письма пишутся по установленной форме на напечатанных типографских способом бланках.

Ниже приводится образец общепринятого расположения частей коммерческого письма.

Wilson & Co. Ltd, 5th May, 19 ..
15 Leadenhall Street,
London, E.C.3,
England.

Dear Sirs,

. . . . . .

Enc/. Yours faithfully,
(signature)

Ex. 8. Set out the following dates and addresses as in the pattern:

Date	the name of the company	the name of the country	the name of the city	the name of the street	House Number
5/VIII 19 ...	Blake and Co	Great Britain	London W.I	Conduit Street	40
22/II 19 ...	The Export & Transport Co. Ltd	Great Britain	Hull	Water Street	25
23/IX 19...	The Liverpool Forwarding Agency	England	Liverpool	High Street	19

UNIT III

WORKING ON THE TEXT

A

Correspondence Concerning the Purchase of Computers

After Borisov had seen the computers of Wilson and Co at the exhibition and had a talk* with Mr Adams Soyuzimport sent the following enquiry to the Sellers.

* to have a talk — иметь беседу (разговор)

Wilson & Co Ltd[1],
15 Leadenhall Street,
London, E.C.3,
England.

20th March, 19..

Dear Sirs,

Futher to our **conversation** with your Sales Manager during the Exhibition of electronic equipment at Olympia in London we **shall be obliged** if you will[2] send us your quotation for the Model R 800 computer.

Please let us know if you can **supply** us with three computers and quote your best prices*. Delivery will be required within two months after we place the order. If you can guarantee **prompt** delivery and can quote really competitive prices we shall be able to place an order with your company. We would also like to know if our specialists could be sent to your country **to be trained** as operators and programmers.

We are looking forward to hearing from you** soon and hope that our future business relations will be of **mutual benefit.**

Yours faithfully,
Soyuzimport

After Wilson & Co had studied the enquiry of Soyuzimport they sent the following reply:

The Soviet Trade Delegation,
32 Highgate, Westhill,
London, N—6,
England.

27th March, 19..

Dear Sirs,

Thank you for your enquiry of the 20th March 19.. in which you **inform** us that you are interested in **purchasing** the Model R 800 computers from us. We **enclose** with the letter all **particulars concerning** technical **characteristics** of this model.

Our company enjoys a first-class **reputation** and our products are exported to many countries. We have had **to develop** special **features** in our computers **to satisfy** market demands. Now our computers are widely known

---

* best prices — *зд.* самые низкие цены

** to hear from smb. — получить известие, письмо от кого-л.

in many countries of Europe and **Asia**. We are happy to inform you that we can meet your quantity requirements and offer you three computers at the price of ... per unit. The price includes packing. We are sure that at this price our computers are the best on the world market. We can **promise** delivery in two months if we receive your order immediately. We hope **the above** information will be helpful. However, if further information is required please do not **hesitate** to contact us. We hope you will be able to accept our offer and look forward to our future **discussions** with you.

Yours faithfully,
Wilson & Co, Ltd

Encl.

B

Discussing the Price Problem

After Borisov had closely studied the price for the Model R 800 computers he found that it was **somewhat** higher than the prices of other companies for **similar** types of computers. That's why he invited Mr Adams to the Soviet Trade Delegation to discuss the matter.

Borisov: Mr Adams, I'm sorry to say we cannot sign a contract with your company at this price. It's **unreasonably** high. We **are in close touch** with the world market and our information is that your **competitors** are quoting lower prices.

Adams: You are **partly** right. It's true, the price is high, but you should **take into consideration** the fact that this model is the latest word in electronic industry. It is designed on the most modern lines* and we can guarantee the high **reliability** of the computers.

Borisov: We know all that. But **nevertheless** the price doesn't **seem** attractive. Will the **final** price **depend** on the number of computers we'll buy from you, Mr Adams?

Adams: Right. If you **increase** your order to five computers we'll be able to give you a 2% discount on the price.

---

* It is designed on the most modern lines. — В ее конструкции учтены самые современные тенденции.

Borisov: I'm afraid the discount is too small. I expected **at least** a discount of 4%.

Adams: Let me make some **calculations**. Well, Mr Borisov, 3% and not more as this **concession** leaves only a very small **profit** for ourselves.

Borisov: In this case I'd like to discuss the matter again with my people and after that I'll be able to give you my final reply.

Adams: Good.

Notes

1. Ltd — сокр. от Limited — акционерное общество с ограниченной ответственностью.
2. We shall be obliged if you will send us your quotation. — В данном предложении глагол will употребляется как форма вежливости.

SECTION A

Ex. 9. Read and translate the text.

Ex. 10. Say what you have learned:

a) from the first letter about:

1. the type and the number of computers Soyuzimport was interested in; 2. the time of delivery.

b) from the second letter about:

1. Wilson & Co as exporters of computers; 2. the price which Wilson & Co quoted; 3. the time of delivery.

Ex. 11. Think and answer.

1. Why were the Buyers interested in computers of Wilson & Co?
2. Why did the Buyers ask the Sellers to send them their quotation?
3. Why did the Sellers have to develop special features in the computers?
4. Why did the Buyers want the Sellers to quote FOB terms of delivery?

SECTION B

Ex. 12. Read and translate the dialogue.

Ex. 13. Say what you have learned from the text about the discussion on:

1. the price of the computers; 2. the discount.

Ex. 14. Think and answer.

1. Why were the computers of Wilson & Co in great demand?
2. Why did the price depend on the number of computers?
3. Why didn't Mr Adams give a largar discount to Borisov?
4. Why did Borisov want to discuss the matter with his people?

UNIT IV

WORKING ON WORDS

to supply smth. to smb. to supply smb. with smth.

Ex. 15. a) Read the model.

— **When can Smith & Sons supply the computers to your \company?** — They can supply us with the computers in \March.

b) Ask when the Sellers can supply the cars (chemical equipment, presses, office equipment, kitchen equipment) to you.

to be similar to smth.

Ex. 16. a) Read the model.

The capacity of Model A is similar to that of Model ↓ B.

b) Say that the finish (quality, technical characteristics, reliability, design) of your present model is not very different from that of the previous one.

to depend on smth.

Ex. 17. a) Read the model.

The price depends on the quantity of the ma / chines you are going to \buy.

b) Say what else the price can depend on.

to increase	by to

Ex. 18. a) Read the model.

— Can you give us a ↗ discount?
— ↘ Yes, we can give you a ↗ discount if you increase your order to 20 **ma** ↘ **chines** (by five **ma** ↘ **chines**).

b) Suppose the Buyer is interested in your planes (helicopters, pumps, compressors, cars), but they want to get a discount on the price.

c) Ask them to increase their order to (by) ... planes (helicopters, TV-sets, pumps, compressors, cars).

Ex. 19. Translate into English.

1. Мы будем признательны вам, если вы пришлете нам ваше предложение на компьютер модели ЕС 10. 2. К письму прилагаем наши последние прейскуранты. 3. Благодарим вас за ваше письмо от 21 июля 19..., в котором вы просите сообщить все подробности относительно цены и условий поставки. 4. С удовольствием сообщаем вам, что мы внесли некоторые изменения в конструкцию машины. 5. В дополнение к нашему письму от 21 мая 19... мы сообщаем вам, что г-н Грин, директор нашей фирмы, прибудет в Москву 23 мая и сможет посетить вашу выставку. 6. Надеемся, что вышеупомянутая информация будет полезной для вас. 7. Мы можем предложить вам три компрессора по цене... за каждый, ФОБ Ленинград. Цена включает упаковку. 8. Мы надеемся, что качество машин удовлетворит ваши требования, так как наши машины имеют отличные технические характеристики и надежны в эксплуатации.

* * *

Союзимпорт,
Москва

Лондон, 10 октября 19...

Уважаемые господа!

Мы получили Ваше письмо от 29 сентября 19..., в котором Вы сообщаете, что не можете принять наши цены, так как находите их выше, чем цены наших конкурентов, и просите

предоставить Вам скидку в 7%. К сожалению, мы не можем этого сделать. Как Вам известно, наши станки имеют высокие технические характеристики, в их конструкции учтены все современные принципы. Ими легко управлять, и они надежны в эксплуатации.

Кроме того, мы внесли ряд изменений в модель АВ, которая Вас особенно интересует. Мощность этой модели возросла по сравнению с мощностью предыдущей модели, и спрос на эту модель очень велик. Как видите, мы не можем согласиться с тем, что наши цены не обоснованы. Однако, если Вы пожелаете увеличить свой заказ до 15 станков, мы могли бы предоставить Вам скидку в 5%.

С нетерпением ждем Вашего ответа.

С уважением,
Смиг энд К°.

Ex. 20. Write letters in accordance with the given assignments.

1. Inform the company that you are Buyers of chemical equipment and you would like to receive their quotation and the latest catalogues.
2. Let the company know that their terms of payment and delivery suit you. But you cannot place an order with them as their prices are too high.

UNIT V

KEY STRUCTURES AND SPECIAL POINTS

Word-building

Ex. 21. a) Complete and translate.

beautiful *adj* + **ly** = beautifully adv	
week *n* + **ly** = weekly adv	

1. peaceful → ...
2. fruitful → ...
3. slow → ...
4. day → ...

b) Complete the sentences.

1. We'll give the problem our close attention. We'll study it ...

2. His French is very bad. He speaks this language ...
3. It's a slow train. It runs ...
4. Our company receives much mail every day. Much attention is given to the mail ...
5. We provide our goods with wide advertising. We advertise them ...

Articles

Ex. 22. a) Supply the articles where necessary.

1. We have been regular buyers of ... computers from this company for many years.
2. ... machines which we have bought from IML have excellent technical characteristics.
3. ... reliability is one of the most important features in the performance of ... machines.
4. ... reliability of ... Model AC 30 machines is very high.
5. We enclose with the letter all particulars concerning ... technical characteristics of the model.
6. ... technical characteristics of the machines are not as good as we expected.
7. We are sure ... above information will be helpful to you.
8. We are interested in receiving .. various information concerning the situation on the world market.

* * *

Dear Sirs,

We thank you for your enquiry of 5th May for ... typewriters ... Model "Midget". We are enclosing ... catalogues with all ... technical characteristics of ... model. ... price of each typewriter is £ ... CIF Tallin. ... price includes ... packing. ... payment is to be made by ... Letter of Credit which you are to open with ... Moscow Narodny Bank. We are glad to inform you that on ... orders for 200 typewriters and more we can give you ... special discount of 5%.

Since we have taken ... very large orders at ... exhibition we are sorry to say that we cannot promise ... prompt delivery even if we receive ... order in ... very near future.

We hope to hear from you within ... next few days. I am also hopeful for ... successful future negotiations.

Yours faithfully,
Lester W. Smith

b) Say what you have learned from the letters about:

1. the price for typewriters; 2. the terms of payment; 3. the time of delivery.

Tense and voice

Ex. 23. Supply the correct forms of the verbs.

1. The goods can (to deliver) only six months after we (to sign) the contract.
2. From the quotation which (to enclose) with the letter you (can, to get) all particulars concerning the model.
3. New features (to develop) in our machines not long ago, and now they quite (to satisfy) market demands.
4. Export packing (to be, to include) into the price.
5. You (to be, to open) a Letter of Credit after you (to receive) our Notification of Readiness.
6. The capacity of the pumps (must, to increase) in the shortest possible time.
7. Shipment of compressors (can, to make) from Leningrad within three weeks after your order (to receive).
8. The customers (must, to supply) the first lot of the goods not later than June this year.
9. We (can, to supply) the model to your company at the price of ... per unit.

Prepositions

Ex. 24. Supply the prepositions.

1. We enclose ... the letter our quotation ... telephone equipment.
2. Further ... our telephone talk with your Mr Smith* we will be obliged if you will send us all particulars ... the Model CB machines.
3. We thank you ... your enquiry ... the 23rd March ... pumps ... delivery ... June.
4. The compressors can be delivered ... Odessa two weeks ... we sign the contract.
5. We are in close touch ... the world market and know perfectly well the prices ... this type ... machine.
6. You should take ... consideration that the reliability ... these compressors is different ... that ... the previous model.

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* with your Mr Smith — с вашим представителем г-ном Смитом.

Miscellaneous

Ex. 25. Choose and use.

to expect, to wait for

1. — What discount do you ... to get from the company?
   — We ... at least a 5% discount.
2. Please ... me here.
3. Come in, please. The President ... you.
4. I didn't ... you today. I thought you were coming tomorrow.
5. We didn't ... that the company would increase their order to 25 machines.
6. We ... the bus for half an hour.
7. Why are you so late? I ... you for an hour and a half.

UNIT VI

SPEECH EXERCISES

Ex. 26. a) Read these letters.

Brown & Co,
12 Morgate Street,
London E.C.2,
England.

2nd July, 19..

Dear Sirs,
Further to recent discussions we had with Mr Otten from Brown & Co in London we would be grateful to you if you will send us your new catalogues for the latest model of refrigerator*. If you can guarantee prompt delivery and can quote really competitive prices we shall be able to place an order with you for 250 refrigerators.

Delivery will be required within a month after the contract is signed. As the matter is urgent please let us have your reply by airmail.

Yours faithfully,
Soyuzimport.

* * *

Soyuzimport, 25th July, 19..
32/34 Smolenskaya Square,
Moscow,
USSR.

Dear Sirs,
We thank you for your letter of the 2nd July 19.. in which you inform us that you are interested in purchasing our refrigerators. We remember very well the talk we had with your Mr Stepanov.

It gives us great pleasure to enclose with the letter our catalogues in which you will find all the technical characteristics of the model you require. We are pleased to offer you 250 refrigerators at the price of £ ... per unit CIF Leningrad. The price includes packing.

We hope you will find our price quite competitive. We are sure that at this price our refrigerators are the best on the world market.

Unfortunately we cannot promise delivery earlier than at the end of the year as we are heavy with orders now.

We hope to hear from you within the next few days.

Yours faithfully,
Brown & Co

b) Summarize the letters.

c) Think and answer.

1. Why was the Soviet company interested in refrigerators of Brown and Co?
2. Why were the Sellers sure that at the price of £ ... their goods were the best on the world market?
3. Why were their refrigerators selling very well?
4. Why did Soyuzimport ask Brown & Co to send their reply by airmail?

Ex. 27. a) Read the dialogue.

Mr Smith, a representative of White & Co, visited the International Exhibition of Agricultural Machinery "Tractors" which was held in Moscow. He was impressed by the latest Model of tractor, which was exhibited at the Soviet pavilion. As his company was interested in buying tractors of that type, Mr Smith got in touch with Soyuzexport to negotiate the purchase of the model.

Smith: Can you supply us with this model of tractor?
Ivanov: It depends on the time. When do you require them?

Smith: In the first half of October.

Ivanov: Unfortunately we shan't be able to deliver them until the end of the year.

Smith: Well, if you can't deliver the tractors sooner we'll have to accept your time of delivery. And now I'd like to hear your price.

Ivanov: It's £ ... per unit CIF London. The price includes export packing.

Smith: I'm sorry to say the price doesn't seem attractive. We know prices of other companies for similar models of tractors as we are in close touch with the world market.

Ivanov: But you should take into consideration the high quality of our Model LR 87 and its high reliability. We are sure that at this price our model is the best on the world market.

Smith: Mr Ivanov, can you give us a discount if we increase our order?

Ivanov: I think we can. Although, I'm afraid, we shan't be able to do much. I promise to look into the matter* tomorrow, and let you know our reply.

b) Say what you have learned from the dialogue about:

1. the discussion of the delivery dates; 2. the discussion of the price.

c) Think and answer:

1. Why do you think the Model LR 87 tractor attracted Mr Smith's attention?
2. Why couldn't Soyuzexport deliver the tractors in the first half of October?
3. Why did Ivanov promise to look into the matter?
4. How did the companies settle the matter?

Ex. 28. a) Read the story.

Quality

I knew Mr Gessler from the days I was a child because he made my father's shoes. He had a little shop in a small street. There was no sign** on the door of his shop that could attract people's attention and Mr Gessler had a few customers like my father who ordered their shoes only from Mr Gessler. They knew that they could not

* to look into the matter — рассмотреть вопрос

** sign [sain] — вывеска

get more comfortable shoes from any other shoemaker.

I often wondered if it was difficult to make shoes and Mr Gessler's answer was the same: "It's an art." The shoemaker was a very pleasant and really talented man. He made wonderful shoes, he made them very quickly and the price was quite reasonable. I enjoyed each visit to his shop. But I didn't have to call at this shop very often as his shoes were always of high quality, fitted me nicely and I wore them for a long time.

Once I called on him in a pair of shoes which I had bought in some large shop when I was on a business trip in a foreign country. He took my order and all the time he was looking at my shoes. At last he said: "Those are not mine."

He touched* my left shoe where it was not quite comfortable and said: "Those big companies are not reliable at all. They take our buyers from us by their advertising, not by work. It seems people do not want good shoes. Soon I'll have no more work, I'm afraid." Unexpectedly I saw things I had never seen before. I understood how difficult his life was. He couldn't be a competitor to big well-known companies who produced shoes and got much profit. I tried to explain to him why I had bought those shoes. But he didn't hear me. He looked very unhappy and I was so sorry for him that I ordered many pairs, more than I wanted.

As a result** of my purchase I did not have to go to him for about two years.

Time flew. When I came to his shop one day I was surprised to find another name which was painted on the door. The sign on the door was very colourful and attractive. It said that here was a shoemaker who was making shoes for the Royal Family. I decided to come in to find out what had happened to Mr Gessler.

A young man in a well-made suit met me. He greeted me warmly.

"Do you want shoes, Sir? We can find anything you like." "No", I answered. "Thank you. You see, I'd like to know if Mr Gessler works here."

"Oh, poor old man," the shoemaker said, "he died a few months ago." And he told me that Mr Gessler had to sell the shop as it had become too expensive for him to keep it. He had no one in London who could help him. "Oh, but

* to touch — коснуться, дотронуться
** as a result [ri'zʌlt] — в результате

what could you expect of a man with his ideas? He never advertised his shoes though nobody in London could make shoes of better quality. I really feel sorry for him."

I could not stay at the shop any longer* and left it.

(After J. Galsworthy)

b) Say what you have learned from the text about:

1. Mr Gessler; 2. the young shoemaker.

c) Think and answer.

1. Why was Mr Gessler's life very difficult?
2. Why was there no sign on Mr Gessler's shop?
3. Why did the writer enjoy visiting Mr Gessler's shop?
4. Why did the writer think that the young man was doing good business?
5. Why couldn't the writer stay in the shop any longer?

d) Give your viewpoint.

1. Wide advertising doesn't always mean "high quality".
2. Good advertising is a key to successful trade.

Ex. 29. Act out dialogues on the basis of the following assignments:

1. Mr Harold has come to your office to negotiate the purchase of the Model AB machines. Discuss the price. Say that you will give a discount to the Buyers if they increase their order. Before you start discussing business speak about the hotel Mr Harold is staying at.
2. Two days ago you promised Mr Green to get in touch with your people. Meet him and give your final reply about the price for chemical equipment. Say that you will increase your order to 20 machines if they give you a 7% discount.
3. Mr Brown finds your price somewhat high. Say that you can't agree with him because you have developed some special features in your machines. Compare the previous model with the new one.

Ex. 30. Give extensive answers.

1. Why is it necessary for our trading organizations to be in close touch with the world market?
2. What information can the Buyers find in offers?
3. In what case do the Buyers agree to increase an order?

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* any longer — больше

4. In what case are prices increased?
5. In what cases can a discount be given?
6. In what cases can't the Sellers offer goods for prompt delivery?

Ex. 31. Give your viewpoint.

1. The Sellers can always meet the Buyers' quantity requirements.
2. Orders are usually placed with the companies who quote the lowest prices.

Ex. 32. Speak on the topics.

1. Sending an enquiry.
2. Making an offer.
3. The discussion of the price.
4. Impressions of a new model.

UNIT VII

VOCABULARY

1. **further** [ˈfəːðə] *adj* — дальнейший, дополнительный
   further to ... — *adv.* — *зд.* в дополнение к...
   e. g. Further to our talk at the fair we would like to ask you to send us your latest catalogues for Model AB.
2. **conversation** [ˌkɔnvəˈseiʃn] *n* — разговор, беседа
   syn.: **talk**
3. **to oblige** [əbˈlaidʒ] *v* — делать одолжение
   to be obliged to smb. for smth. — *быть признательным* кому-л. за что-л.
   e. g. We are obliged to you for your offer.
4. **to supply** [səˈplai] *v* — поставлять, обеспечивать снабжать
   to supply { **machines** / **information** / **goods** }
   to supply smb. with smth.
   e. g. When will you be able to supply us with the pumps?
   to supply smth. to smb.
   e. g. We supply our machines to different countries.
   syn.: **to deliver**
5. **prompt** [prɔmpt] *adj* — немедленный, срочный
   prompt { **delivery** / **shipment** / **payment** }
   for prompt delivery — с немедленной поставкой
   syn.: **urgent, immediate**
   e. g.: We require the goods for prompt delivery.

6. **to train** [trein] *v* — обучать, готовить
7. **mutual** ['mjuːtʃuəl] *adj* — взаимный

mutual | **relations** / **friendship** / **business**

8. **benefivt** ['benifit] *n* — выгода, польза

to be of mutual benefit — быть взаимно выгодным

e. g. We hope business relations between our companies will be of mutual benefit.

9. **to inform** [in'fɔːm] *v* — сообщать, информировать

to inform smb. of smth.

e. g. The company informed us of their new model.

syn.: **to let smb. know**

10. **to purchase** ['pəːtʃəs] *v* — покупать

to purchase | **furniture** / **cars** / **equipment**

e. g. Have you ever purchased goods from Brown & Co?

syn.: **to buy**

11. **to enclose** [in'klouz] *v* — прилагать

to enclose | **documents** / **catalogues** / **quotation**

to enclose with

e. g. We enclose our catalogues with the letter.

122. **particulars** [pə'tikjuləz] *n* — подробности, подробные сведения

e. g. We are interested in all particulars of Model AB.

syn.: **details**

13. **concerning** [kən'səniŋ] *prep* — относительно, касательно

e. g. We have received your letter concerning the tests of the machines.

14. **characteristic** [ˌkærəktə'ristik] *n* — характеристика, характерная особенность

e. g. We have studied closely the technical characteristics of the compressor.

15. **reputation** [ˌrepjuːˈteiʃn] *n* — репутация, доброе имя
16. **to develop** [di'veləp] *v* — 1. развивать

to develop | **trade** / **business relations** / **cooperation**

e. g. We are interested in developing business relations with your company.

e. g. We have developed some modifications in our machines. — 2. вводить, разрабатывать, создавать

17. **feature** ['fiːtʃə] *n* — черта
18. **to satisfy** ['sætisfai] *v* — удовлетворять
19. **Asia** ['eiʃə] *n* — Азия
20. **to promise** ['prɔmis] *v* — обещать

21. **above** [ə'bʌv] *adj* — вышеупомянутый
the above | **information** / **contract** / **talks**
e. g. We hope the above information will be helpful to you.
22. **to hesitate** ['heziteit] *v* — колебаться
23. **discussion** [dis'kʌʃn] *n* — 1. обсуждение
syn. **talks** — 2. переговоры
24. **somewhat** ['sʌmwɔt] *adv* — несколько, до некоторой степени
e. g. Your price is somewhat high.
25. **similar** ['similə] *adj* — подобный, аналогичный
similar to smth.
e. g. Can you offer any model similar to Model AB?
26. **unreasonably** [ʌn'riːzənəbli] *adv* — необоснованно; непомерно
e. g. Your prices are unreasonably high.
27. **to be in touch (with)** — быть в контакте (с)
e. g. Our company is in close touch with the world market.
28. **competitor** [kəm'petitə] *n* — конкурент
29. **partly** ['pɑtli] *adv* — частично
30. **to take into consideration** *v* — принять во внимание
31. **reliability** [riˌlaiə'biliti] *n* — надежность прочность
reliability of the | **company** / **model** / **equipment**
e. g. The reliability of our machines is very high.
32. **nevertheless** [ˌnevəðə'les] *adv* — тем не менее
33. **to seem** [siːm] *v* — казаться
34. **final** ['fainəl] *adj* — окончательный
final | **test** / **price**
35. **to depend** [di'pend] *v* — зависеть
to depend on (upon)
e. g. The final price will depend on the number of the machines.
36. **to increase** [in'kriːs] *v* — увеличивать; увеличиваться
to increase to — увеличивать до
to increase by — увеличивать на
e. g. We can increase our order to 20 machines.
We cannot increase our order by 20 machines.
37. **at least** [liːst] *adv* — по крайней мере
e. g. We require the goods at least in 2 lots.
38. **calculation** [ˌkælkju'leiʃn] *n* — вычисление
to make calculations — подсчитать
39. **concession** [kən'seʃn] *n* — уступка
to make a concession — делать уступку
40. **profit** ['prɔfit] *n* — прибыль
to make profit — получать прибыль

LESSON 5

Grammar: Complex Object.
Subject for Study: Radio and Television.

UNIT I

GRAMMAR

Complex Object

SECTION I

COMPLEX OBJECT WITH THE VERBS "TO WANT", "TO EXPECT", "SHOULD/WOULD LIKE"

Step 1. **Read the dialogues.**

a) *Bill:* **I expect you to be** in the office earlier tomorrow to do some urgent work.
Nancy: When **do** you **expect me to come?**
Bill: At 8.30.

b) *Susan:* Why did you buy a French book?
Nelly: **I want my son to begin** learning French.

c) *Brown:* What else can I do for you, Mr Stepanov?
Stepanov: **I'd like you to give** me your contract form if possible.

После глаголов **to want, to expect, should/would like** употребляется конструкция Complex Object, "сложное дополнение", состоящая из местоимения в объективном падеже или существительного, обозначающего лицо или предмет, и инфинитива глагола, который выражает действие, производимое этим лицом или предметом.

Сравните:

I'd like to do this job as soon as possible.	Я хотел бы сделать эту работу как можно скорее.
I'd like the secretary to do this job as soon as possible.	Я хотел бы, чтобы секретарь сделала эту работу как можно скорее.

Step 2. **Practise the use of the Complex Object.**

Ex 1 **Ask and answer as in the models. Extend the answer in your own way.**

a) — **Is** your daughter **going to study a foreign ↗ language?**
Yes, I would like her to study ↘ English.

Prompts: 1. to supply you with the goods soon; 2. to increase the order; 3. to deliver the goods promptly; 4. to inform you of the contract terms; 5. to spend a holiday in the South; 6. to study art.

b) — **Have** your friends **come to see your new flat** ↗ yet?
— Not ↗ yet, I expect **them to come on** ↘ **Friday.**

Prompts: 1. to discuss the terms of payment; 2. to visit the specialized exhibition in Sokolniky Park; 3. to start negotiating the purchase of wool; 4. to introduce changes into the computers; 5. to start producing the Model AB machines; 6. to do the sights of Moscow.

SECTION II

COMPLEX OBJECT WITH THE VERBS "TO HEAR", "TO SEE", "TO WATCH", "TO NOTICE", "TO FEEL"

Step 1. **Read the sentences.**

1. — Is Jane in?
   — I think so. I **heard her come in** some minutes ago.
2. We **watched the train leave** the station.
3. Mrs Blake **watched the children playing** in the garden.
4. I **heard somebody calling** my name.

Конструкция **Complex Object** употребляется также после глаголов восприятия: **to see, to hear, to watch, to notice, to feel.**

Инфинитив глагола стоит в этом случае без частицы **to** и выражает законченное действие (см. примеры 1, 2).

Если конструкция выражает действие в процессе совершения, вместо инфинитива употребляется **Participle I** (см. примеры 3, 4)

Step 2. Practise the use of the Complex Object.

Ex. 2. a) Read the models.

1. **I've heard Stella sing folk songs on tele/vision, and I enjoyed it very \much.**

b) Say what popular singers you have heard lately.

2. **I've seen Jane dance in a new \ballet. She was \wonderful.**

c) Say what ballerinas (ballet-dancers, actresses, actors) you have seen lately and what you tought of their performance.

Ex. 3. a) Read the models.

1. **When I came to the /beach I saw a lot of people \swimming.**

b) Say what people were doing when you came to:

the post-office; the department of ready-made clothes; the commercial centre of the exhibition; the departure lounge of the airport; the exhibition of Russian artists, etc.

2. **I heard the manager / say that the plant had just started producing a new model of video e\quipment.**

c) Say what you heard the engineers say about:

the latest exhibition; the quality of the new equipment; the prices of Brown & Co; their business trip to London; the visit to the manufacturing plant; the latest talks.

Ex. 4. Change the sentences as in the model and write them.

— The Director made a speech at the \meeting. I \heard it.
— **I heard the Director make a speech at the \meeting.**

1. The engineers were discussing the parformance of the machine. Mr Dunn heard this.

2. Borisov bought some envelopes at the post-office a few minutes ago. I saw him.
3. The manager said we would buy some computers from BML*. We heard this.
4. Mr Brown promised to deliver the machines promptly. Our manager heard this.
5. Every year the Lord Mayor drives through London streets. A lot of Londoners watch this.

Ex. 5. Translate into English.

1. Когда Смирнов был в командировке в Америке, он часто слушал радио. Он не ожидал, что большинство радиопередач будут интересными. 2. Советское телевидение получило много писем от телезрителей. Они хотели бы, чтобы больше популярных актеров московских театров приняли участие в новогодней передаче. 3. — Каких актеров вы хотели бы увидеть в воскресной программе? — Мне хотелось бы, чтобы молодые актеры драматических театров приняли участие в этой передаче. 4. — Вам понравилось вчерашнее представление? — Очень. Мы не ожидали, что оно будет таким интересным.

UNIT II

WORKING ON THE TEXT

A

Television in Great Britain

The most popular **entertainment** in British home life today is television. In London people have a choice between four TV **channels:** BBC[1] 1, BBC 2 and 2 commerical channels. The BBC is **financed** by payments which are made by all people who have TV-sets. There is no advertising** on any BBC programme. **On the contrary,** commercial television which is called ITV[2] gets its **money** from advertising. The programmes on this channel are financed by different companies, which, however, do not have anything to do with the arrangement or **content** of these programmes. They just "buy time" to advertise their products and the **viewers** of ITV have to watch advertisements for **petrol, washing** machines, soap and many other **items** which they do not

* BML — Business Machines Ltd
** advertising — реклама (в собирательном смысле)

require between and during programmes. In other words British TV serves the interests of big business.

Different types of TV programmes can be seen in Great Britain. News **is broadcast** at regular intervals and there are panel discussions[3] of **current** events, both national and international. Operas, ballets, music concerts and variety shows are presented at various times. **Broadcasts** for **schools** are produced on five days of the week during **school** hours. In the late afternoon and early evening TV stations show special programmes for children. In the evenings and at weekends there are broadcasts of sports events*. A large part of TV evening time is often **occupied** by **serials** — films which appear on television in parts daily or at intervals.

The channels of British television keep people informed about current events, the latest achievements in science and **culture** and offer some programmes which are both **informative** and **entertaining.** But they also offer **a lot of** trivial** programmes the poor quality of which **is criticized** by viewers. There is also **serious concern** about the **negative effects** of some TV shows in which **scenes** of **violence and crime** are presented.

B

Talking about Radio Programmes

Borisov: Mr Bond, I'd like you to tell me about **radio** programmes in your country

Bond: I'd be delighted to.

Borisov: At what time do BBC radio programmes start every day?

Bond: At 5 or 6 in the morning and they last till 1 or 2 a. m.

Borisov: How many channels are there in Great Britain?

Bond: Five. I suppose Radio 1 is the most popular with a lot of "disk-jockey" programmes[4]. It broadcasts **continuous** "pop" music.

Borisov: I've heard people say that the programmes on Radio 1 and 2 are very similar. Is that true?

Bond: Well, yes, they **are** not very **different from** each other. Radio 2 broadcasts concerts of **light** music **and jazz**, short plays, quizzes.

---

* sports events — спортивные состязания

** trivial ['trivəl] — тривиальный, не представляющий интереса

Borisov: Quizzes? Is it the name of the programme?
Bond: Right. A quiz programme is a question and answer **competition** which offers money or other **prizes** to the **winners.**
Borisov: Can you listen to quizzes on Radio 3 and 4?
Bond: Oh no, these channels are more "highbrow"* Classical music, political discussions **educational** programmes — that kind of thing**. And on Radio 5 you can listen to such programmes as World Service, the World Today, Sport programmes and Health Service* *

Notes:

1. BBC, the British Broadcasting Corporation [kɔpə'reiʃn] — Британская радиовещательная и телевизионная корпорация. Би-би-си
2. ITV, Independent [,indi'pendənt] Television — Независимое телевидение
3. panel ['pænəl] discussion — публичное обсуждение какой-л проблемы группой людей [во время теле/радиопередачи]
4. disk-jockey ['disk 'dʒɔki] programme — радиопередача, составленная из музыкальных произведений в механической записи.

SECTION A

Ex. 6. Read the text.

Ex. 7. Say what you have learned about:

1. the arrangement of TV programmes on different channels;
2. various programmes which are shown on TV in Great Britain;
3. the negative features of British television.

Ex. 8. Think and answer.

1. Why are a lot of programmes of poor quality shown on British TV?
2. What negative effects of scenes of violence and crime have on TV viewers?
3. Is it pleasant or not for a viewer when a programme stops for advertisements? Why?

---

* highbrow ['haibrau] — *эд* интеллектуальный
** that kind of thing — *эд.* программы такого рода
*** Health Service [helθ] — передачи на медицинские темы.

SECTION B

Ex. 9. Read the dialogue.
Ex. 10. Say what you have learned about:

1. programmes on Radio 1 and 2. 2. programmes on Radio 3 and 4.

Ex. 11. Think and answer.

1. Why is Radio 1 the most popular programme in Great Britain?
2. Why does Mr Bond call programmes on Radio 3 and 4 "highbrow"?

UNIT III

WORKING ON WORDS

to have a good (bad, negative) effect on smb.

Ex. 12. a) Read the model.

A good rest in the open air has a good ef\fect on people.

b) Say what effect it will have on people if they:

eat too much; read many informative books; smoke heavily; watch too many TV shows; often go skiing or skating in winter.

to be different from

Ex. 13. a) Read the model.

The A 50 Model is \ different from the A 40 Model. It is of higher \ quality.

b) Compare in the same way:

supermarkets and small shops; the Metropol and the Rossiya Hotels; restaurants and self-service cafeterias; London double-deckers and Moscow buses; the new and the old districts of Moscow; the Pushkin Museum and the Tretyakov Gallery; the architecture of old Russian and new Soviet cities.

Ex. 14. Translate into English.

1. Радио и телевидение оказывают огромное влияние на жизнь миллионов людей. Передачи держат нас в курсе всех событий внутри страны и за рубежом. Мы можем посмотреть спектакли, фильмы и концерты, а также наиболее интересные спортивные состязания. 2. Много зарубежных фильмов и телевизионных программ из других стран показывается по советскому телевидению. Советское радио часто передает концерты классической и легкой музыки из-за рубежа. 3. Американские фирмы, которые финансируют телевидение, решают, какие программы должны быть показаны телезрителю. 4. Сцены преступности, которые часто показываются в американских телевизионных фильмах, оказывают отрицательное влияние на молодежь. В стране растет преступность, и газеты полны сообщений о новых преступлениях.

UNIT IV

KEY STRUCTURES AND SPECIAL POINTS

Word-building

Ex. 15. a) Complete and translate.

music, culture *n* + **al** = musical, cultural *adj*

1. tradition → ...
2. architecture → ...
3. agriculture → ...
4. education → ...

b) Complete the sentences.

1. This old building is in the centre of the city. The ... part of the city is very old.
2. The exhibition shows the latest achievements in agriculture. This is an ... exhibition.
3. You will enjoy the music of this film. It's a very good ... film.
4. Soviet television plays a great part in the education of people. A lot of ... programmes are broadcast on its channels every day.

Articles

Ex. 16. Supply the articles where necessary.

1. ... time plays an important part in the daily life of business people. They usually say that ... time is ... money.
2. ... money is on the table. Go and buy some food with it.
3. Soviet television programmes show a lot of documentaries about the latest events in ... industry, ... science and ... culture.
4. A lot of books have been written about ... Greek culture.
5. My friend has studied ... culture of old Russia.
6. ...channels of Soviet television offer a lot of programmes which are both informative and entertaining.
7. New films and performances are usually broadcast on ... Channel 1.

Tense and Voice

Ex. 17. Supply the correct forms of the verbs.

1. The current theatre season in Leningrad (to be) very interesting. The theatre (not to put on) so many new performances during one season for a long time.
2. One of the most interesting documentaries which (to show) on British television last year (to be) a programme about a homeless* family. But it (not to change) anything. Things (not to get) better since that time and the problem of homeless people (to be) even worse today.
3. I heard people say that there (to be) a "pop" concert from San Remo on television in the evening.

Prepositions

Ex. 18. Supply prepositions, where necessary.

1. Television programmes keep people informed ... the latest achievements ... different fields.
2. Everybody knows that television is a very good way ... entertainment. But people begin to depend too much ... it; they don't often go out and they speak ... each other less.
3. — Which is the most interesting TV channel?
   — We have a choice ... four channels, but I usually watch programmes ... Channel 1.
4. — What do you watch most often ... TV?
   — I prefer sport programmes ... anything else.
5. News ... the radio is broadcast ... regular intervals ... the whole day.

---

* homeless — бездомный

6. A lot ... TV viewers ... the USA say that the crime films which are shown ... television have a negative effect ... young people.

Miscellaneous

Ex. 19. Choose and use.

to learn, to find out

1. I was glad to ... that there would be some "live"* broadcast from the Tchaikovsky Competition.
2. I'd like you to ... when the businessmen from IML are to arrive in Moscow.
3. You can ... quite a lot if you watch educational programmes.
4. During their visit to the Exhibition of Electronic Equipment our engineers ... all the particulars of the new models.
5. We phoned the Odeon Cinema to ... what film they were showing.
6. Please ... if any sports competition will be on TV tonight.
7. I often listen to the weekly programme "In the World of Animals"** and I always ... a lot of interesting things from it.

UNIT V

SPEECH EXERCISES

Ex. 20. a) Read the dialogue.

John and Henry, two Englishmen, are speaking about radio programmes.

John: How often do you listen to the radio?

Henry: We usually switch on*** to the morning news and it often stays on**** till I leave for the office.

John: Don't you listen to any concerts?

Henry: Sometimes, when there is a programme that we like, but we don't like anything too highbrow.

John: You don't mean to say you listen to all the variety programmes?

Henry: No, only to the best ones.

John: My wife says she often listens to the radio during

---

* "live" [laiv] broadcast — прямая передача

** "In the World of Animals" — "В мире животных"

*** to switch on — включать

**** to stay — зд. оставаться включенным

the day while she is doing her housework. She has even listened to the school broadcasts and learned quite a lot of interesting things.

Henry: Doesn't she watch television in the day-time?

John: No, she is too busy for that.

b) Say what you remember about:

the programmes Henry and his wife listen to on the radio; the broadcasts John's wife listens to during the day.

Ex. 21. a) Study the programme.

Channel 4

6.0 The Channel Four Daily. 9.25 Schools. 12.0 The Parliament Programme. 12 30 Business Daily. 1.0 Sesame Street. 2.0 Interviewing. 2.30 North and South. 4.15 Movie Museum. 4.30 Fifteen-To-One. 5.0 Eisenhower & Lutz. 5.30 Hard News.

6.0 BIG WORLD.

7.0 NEWS.

7.55 BOOK CHOICE Richard Rayner discusses Gore Vidal's new novel, Hollywood.

8.0 THE ART OF PLEASING PEOPLE. The success of Wet, Wet, Wet.

8.30 WALKIE TALKIE. Muriel Gray talks to Glenda Jackson on a walk around London.

9.0 EMPTY NEST.

9.30 A GARDENERS' GUIDE.

10.0 THE GOLDEN GIRLS. Dorothy has problems.

10.30 HYSTERIA 2. Benefit for World Aids Day recorded in September at London's Sadlers' Wells.

12.30 HITCH ON 4: Foreign Correspondent.
Film. Espionage thriller starring Joel McCrea, Laraine Day and Edmund Gwenn.

2.45 CLOSE.

b) Say what programmes are to be broadcast on Channel 4.

c) Write about the TV programme you watched last night.

Ex. 22. a) Read the story.

Remember: elderly ['eldəli] — пожилой

A Bit of Singing and Dancing

Esme was walking along the beach. It was a cold winter afternoon and she thought it was time to go home for tea

and entertainment on television. For the last 11 years all the TV programmes Esme watched had been chosen by her mother. Her mother had been extremely fond of television.

"It's my only pleasure," she always said. "You can learn so much if you watch the right programme." She had watched variety shows, light comedies and even "pop" concerts. "I like a bit of singing and dancing. It cheers you up*, she said. And every evening Esme had to sit through these programmes on ITV while she herself wanted to see something cultural or educational on BBC-2.

It was now two weeks since her mother had died and though now Esme could choose any programme she liked, every evening she watched something light and entertaining. That night when she came back home, to the small house where she lived, she felt very lonely**. She switched on television and again chose a variety show, not an educational programme, to cheer herself up.

As days went by***, Esme felt more and more lonely. She wasn't young, she didn't have any friends, there was no place to go to for entertainment in the small seaside town where she lived. One day when she was busy in the house, she heard the doorbell****. She opened the door and saw an elderly man. He told her that he wanted to rent a room with breakfast. She expected him to explain who he was, but he was just standing and looking at her. Then she invited him to come in. In the house the man told her that he had just arrived in their town and wanted to stay there. The town suited for the work he would do during a summer season.

... Mr Curry (that was the man's name) moved in***** that evening. He was a very nice, quiet, serious man and Esme enjoyed having him in the house. He got up at 8 and at 8.30 he came down to the kitchen for breakfast. At 9 he took his suitcase and left the house. He came back at 6, went straight to his room and Esme didn't see him again until the next morning. Sometimes she heard music coming from his room, probably from the radio, and she tought how nice it was that her house was a home for someone else. Then summer came and Mr Curry started coming

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* to cheer up — подбадривать, поднимать дух
** to feel lonely — чувствовать себя одиноким
*** as days went by — по мере того как шли дни
**** doorbell — звонок в дверь
***** to move in — въезжать

home later. Esme wondered what work he was doing. One evening she decided to go and find it out.

A lot of people were walking along the beach, but Mr Curry was not to be seen anywhere. Esme was about to go back when she heard music. And then she saw Mr Curry standing on the corner. There was an old record-player near him and Mr Curry was singing and dancing to the music. A couple of passers-by watched him performing. At his feet there was a hat where people put money.

Suddenly Mr Curry saw Esme. He immediately stopped the record, collected his things and left. When Esme came home Mr Curry was already in. He was sitting at the kitchen table and he looked so miserable that Esme felt awfully sorry for him.

She came up and said:

"Mr Curry, my mother always liked a bit of singing and dancing. It cheers you up, she usually said."

And Mr Curry smiled.

(After Susan Hill)

b) Say what you have learned from the story about:

Esme and her life in the seaside town; Mr Curry and his work.

c) Think and answer.

1. Why did Esme decide to let Mr Curry live in her house?
2. Why did Esme enjoy having him in the house?
3. Why did Mr Curry have to give performances in the street?
4. Why did Esme feel sorry for him?
5. Why did Esme remember her mother's words about light entertainment when she spoke to Mr Curry?

Ex. 23. Give extensive answers.

1. How many channels are there on Soviet television? What can TV viewers see on each of them?
2. What are the most popular TV programmes in our country? What makes them popular?
3. How does TV keep people informed about all important events in the world?
4. What foreign films and TV programmes have you watched on television recently? What impression did they make on you?

5. Which is your favourite radio programme and why do you prefer it to other programmes?

Ex. 24. Give your viewpoints.

1. We watch television for pleasure, but we listen to the radio for information.
2. TV is more interesting when you watch it in colour.
3. Since television has been widely introduced into our home life we go to the cinemas and theatres less and less often.

Ex. 25. Speak on the topics.

1. The programmes that can be seen on Soviet television.
2. My favourite TV programme.
3. The programmes that can be listened to on Soviet radio.

Ex. 26. Act out dialogues on the basis of the following assignments:

1. You have come to London to make a contract with Spencer and Co for their new model of compressors. Discuss the price for the model. Ask Mr Spencer to give you a discount. Before the talks speak with him about a programme which was broadcast on TV the previous night.
2. Mr Winning has arrived in Moscow to discuss the delivery dates and terms of payment and delivery of the future contract for Soviet equipment. Before you start discussing business, ask him if there is a TV-set in his hotel room, what TV programmes he has watched, what he thinks about them.
3. You are in Mr Bill's London office. Discuss the quality of the new model of their machines. Before you begin to discuss business ask him a few questions about the most popular radio programmes in Great Britain.

UNIT VI

VOCABULARY

1. **entertainment** [ˌentəˈteinmənt] *n* — развлечение
2. **channel** [ˈtʃænəl] *n* — канал [радио или телевидения]

   on the channel — по каналу

   e g. On channel 3 you can watch very interesting educational programmes.
3. **to finance** [faiˈnæns] *v* — финансировать

   to finance | **TV programmes** / **production of films**
4. **on the contrary** — напротив, наоборот

5. **money** ['mʌni] *n* — деньги

> Слово **money** не употребляется во множественном числе. Перед ним не может стоять неопределенный артикль.

e. g. The money is on the table.
Take it and buy some bread.

much (little) money — много (мало) денег
to spend money on — тратить деньги на...
to make money — зарабатывать деньги

6. **content** ['kɔntənt] *n* — содержание

content of | **a book** / **a film** / **a programme**

e. g. The content of this book is very interesting.

7. **viewer** [vjuə] *n* — *зд.* телезритель
8. **petrol** ['petrəl] *n* — бензин
9. **to wash** [wɔʃ] *v* — 1. мыть; 2. умываться
washing machine — стиральная машина
10. **item** ['aitəm] *n* — *зд* отдельный предмет
11. **to broadcast** ['brɔ:dka:st] **(broadcast, broadcast)** *v* — передавать по радио (телевидению)
e. g. Soviet Radio and TV broadcast many different programmes.
12. **broadcast** *n* — теле-/радиопередача

news / **sports** | **broadcast**

13. **current** ['kʌrənt] *adj* — текущий

current | **events** / **season** / **price** / **news**

14. **to occupy** ['ɔkjupai] *v* — занимать (место, время)
e. g. New broadcasts occupy a lot of radio time.
15. **serial** ['siəriəl] *n* — многосерийный телефильм
the 1st (2nd) part of the serial — первая/вторая серия телефильма
16. **culture** ['kʌltʃə] *n* — культура
17. **informative** [in'fɔ:mətiv] *adj* — информативный, содержащий много информации, сведений

informative | **book** / **programme** / **film**

18. **entertaining** [,entə'teiniŋ] *adj* — 1. развлекательный; 2. интересный

entertaining | **film** / **book** / **programme**

19. **to criticize** ['kritisaiz] *v* — критиковать; осуждать

to criticize | **a book** / **a film** / **smb's policy**

to criticize smb. for smth.

e. g. The writer was criticized for his new book.

20. **serious** ['siəriəs] *adj* — серьезный

serious	**man**
	music
	matter

21. **concern** [kən'sə:n] *n* — озабоченность, беспокойство

concern about smth.
much (little) concern
to show concern

e. g. A lot of Americans show great concern about the effect of television on the young people.

22. **negative** ['negətiv] *adj* — отрицательный
23. **effect** [i'fekt] *n* — действие, влияние

good	**effect**
bad	
negative	

to have	**an effect**
	much effect on smb.
	no effect

e. g. The mother's words had no effect on the boy.

24. **scene** [si:n] *n* — сцена (часть пьесы, представления)
25. **violence** ['vaiələns] *n* — насилие
26. **crime** [kraim] *n* — преступление
27. **radio** [reidiou] *n* — радио

radio	**programme**
	broadcast
	concert

on the radio. — по радио
to listen to the radio — слушать радио

28. **continuous** [kən'tinjuəs] *adj* — непрерывный

continuous	**concert**
	rain

29. **to be different (from)** — отличаться (от)

e. g. The screen version is quite different from the novel.

30. **light** [lait] *adj* — легкий (по жанру, содержанию)

light	**music**
	book
	comedy

31. **jazz** [dʒæz] *n* — джаз
32. **competition** [,kɔmpi'tiʃn] *n* — соревнование, конкурс, конкуренция
33. **prize** [praiz] *n* — награда, приз

money prize — денежный приз
to get a prize — получить приз

34. **winner** ['winə] *n* — победитель
35. **educational** [,edju:keiʃnəl] *adj* — образовательный

educational	**film**
	programme
	magazine

36. **elderly** ['eldəli] *adj* — пожилой

LESSON 6

Grammar: Complex Object (continued).
Subject for Study: An Offer. Discussing the Guarantee Period.

UNIT 1

GRAMMAR

Complex Object with Passive Infinitive

Step 1. **Read and compare.**

Active Infinitive	Passive Infinitive
We want Green & Co to deliver the goods in May.	We want the goods to be delivered in May.

Ex. 1. Respond as in the model.

— You **expect the contract to be signed to** \ **day,** / don't you?
— \ Yes, we \ do. But I'm afraid that it \ won't be signed.

Prompts: 1. to change the design of the model; 2. to show the compressors in operation. 3. to deliver the pumps to the plant; 4. to make the tests of tractors; 5. to send shipping documents; 6. to ship washing machines from England; 7. to broadcast a new feature film.

Ex. 2. Ask and answer as in the model.

— When do you want **the goods to be de** \ **livered?**
— By the end of the \ year.

Prompts: 1. to send the exhibits to the International exhibition; 2. to test the Model AB compressors; 3. to show the new machines in operation; 4. to train the programmers; 5. to advertise the new computers; 6. to introduce the new models into the market.

Ex. 3. Translate into English.

1. Нам хотелось бы, чтобы в этом новом районе было построено больше универсальных магазинов. 2. Мы ожидали, что нам закажут номер в гостинице. 3. Вы хотели бы, чтобы билет был заказан на восьмичасовой поезд? 4. Они не ожидали, что выставка машин будет такой интересной. 5. Вы хотели бы, чтобы запрос был послан сегодня? 6. Мы предполагали, что Петрова пошлют в командировку в Англию.

UNIT II

WORKING ON THE TEXT

A

The Soviet Trade Delegation in London received the following offer:

Soviet Trade Delegation, 23rd May, 19..
32 Highgate,
London.

Dear Sirs,
We would like to introduce ourselves as one of the largest manufacturers of pumps in Great Britain.

We are enclosing **leaflets** which provide information on a wide range of pumps we manufacture and we feel sure you will agree that there are **designs** and types to suit different requirements.

We also enclose for your further information our current FOB **price-list** which may **be revised** from time to time and we **will be pleased** to supply you with CIF quotations as well. Deliveries will of course depend on the quantities and the type of pumps you require.

Spare parts can also be supplied and they too are **illustrated** and **described** in the leaflets.

If you are interested in our pumps we **are prepared** to supply you with any model you require on mutually acceptable and **profitable** terms.

We hope you will let us have your **comments** on our offer and we look forward to discussing this matter in detail with you at any convenient time.

Yours faithfully,
for* Carston Ltd,
G. Parks
Export Sales Manager**

B

Discussing the Guarantee Period

Borisov studied the offer and the leaflets very closely. He thought that the technical characteristics of the LS 8 pump would suit their customers.

He got in touch with Mr Parks and visited his office. During their talk they discussed some technical matters.

Today they are meeting at the Soviet Trade Delegation.

Borisov: Good morning, Mr Parks. Very glad to see you again.

Parks: Good morning, Mr Borisov. What **terrible** weather we are having!

Borisov: Yes, it has been raining since early morning though the radio didn't say it would rain today

Parks: I hope it will clear up*** by the evening.

Borisov: Perhaps it will. Mr Parks, the matter I'd like **to bring up** today is **the guarantee period.** I know it is 12 months from the date of **putting the pumps into operation,** but not more than 18 months from the delivery date.

Parks: That's right.

Borisov: Well, I find it rather short. We'd like it **to be extended** by two and three months **respectively,** as the usual guarantee period for this type of of equipment is longer.

Parks: Now, look****. Model LS 8 is of a new design and only a small number of units have been manufactured **so far.** Although we have good reports about their performance we can't formal-

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* for — *зд.* от имени
** Export Sales Manager — управляющий экспортным отделом
*** to clear up — *зд.* прояснятся
**** Now, look — Послушайте!

ly* guarantee their reliability for a longer period.

Borisov: I see. But, Mr Parks, I believe the contract will **specify** that if any **defects** are found during the guarantee period you are **to correct** them promptly and **at your expense.**

Parks: Yes, this is our usual **obligation,** but of course we do that only if we **are responsible for** the defects, **not if** they appear **through your fault.**

Borisov: This seems reasonable. Let's **consider** one more **possibility.** Suppose we would like some **faulty** parts **to be replaced,** on what terms will you deliver the **replacements?**

Parks: We'll **try** to supply them immediately and pay the cost of their **insurance** and **transport.** Will that suit you?

Borisov: Quite.

Parks: By the way, if you want special service visits of our engineer to be arranged after the guarantee period, we can always do that.

Borisov: Shall we have to pay for such visits?

Parks: Yes. You should **authorize** such visits and pay the engineer's fare to and in the Soviet Union, hotel **expenses** and the cost of each **job** he will do.

Borisov: Thank you. I'll have **to look into** the matter. Could we meet on Thursday, say, at 12?

Parks: Let's make it 2 if you don't mind. I have an appointment at 12 which I don't want **to break.**

Borisov: Very good.

SECTION A

Ex. 4. Read and translate the text.

Ex. 5. Say what you have learned from the letter about:

1. Carston Ltd and the goods they sell; 2. the terms on which Carston Ltd offered their pumps to Soyuzimport.

Ex. 6. Summarize the letter.

Ex. 7. Think and answer.

1. Why did Carston Ltd send an offer to the Soviet Trade Delegation.?
2. Why did they enclose leaflets with their offer?
3. Why were they going to supply Soyuzimport both with FOB and CIF price-lists?

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* formally ['fɔːməli] — формально

4. Why did the letter say that deliveries would depend on the quantities and the type of pumps the Buyer required?
5. What facts show that the company was interested in establishing business relations with Soyuzimport?

SECTION B

Ex. 8. Read and translate the dialogue.

Ex. 9. Say what you have learned from the dialogue about:

1. the guarantee period of Carston Ltd for the LS 8 pumps;
2. the service visits the company arranged after the guarantee period.

Ex. 10. Think and answer.

1. Why did the Buyer want the guarantee period to be extended?
2. Why was the Seller to replace the faulty parts promptly during the guarantee period?
3. Why does the company arrange service visits of their engineers after the guarantee period?

UNIT III

WORKING ON WORDS

to be pleased with smth.

Ex. 11. Read the model.

Our customers have seen the pumps at the / plant and are quite pleased with their ope \ ration.

a) Speak about different goods which your company have bought (or sold) lately. Say if the customers are pleased with their finish (technical characteristics, design, etc.).

b) Ask your friend if he (she) was pleased with his (her) holiday, business trip, visit to the plant, visit to the exhibition, last talks, etc.) and why.

to be responsible for smth.

Ex. 12. Ask your friends who is responsible for:

1. delivery and insurance in the case of CIF (FOB) transactions respectively; 2. tests of equipment before

its delivery; 3. service of equipment during the guarantee period; 4. replacement of faulty parts during the guarantee period; 5. the negotiation of business matters during exhibitions; 6. the arrangement of national fairs and exhibitions abroad.

at smb.'s expense

Ex. 13. Say and explain. At whose expense:

1. the goods are delivered in the case of CIF transactions; 2. the defects are corrected during the guarantee period; 3. the visits of the Seller's representatives to the Buyer's plants are arranged during (after) the guarantee period; 4. the replacements of faulty parts are made during (after) the guarantee period; 5. different exhibitions are arranged; 6. spare parts are delivered to customers.

Ex. 14. Translate into English.

1. Машины фирмы "Паркерс энд Санз" пользуются большим спросом на мировом рынке. Они новейшей конструкции, очень надежны в работе и ими легко управлять. Фирма производит много моделей для самого различного применения. Гарантийный срок на машины — 12 месяцев со дня поставки и 10 месяцев со дня пуска в эксплуатацию. Во время гарантийного срока фирма обязуется устранять все дефекты в машинах за свой счет, если они появятся по их вине. Фирма также гарантирует срочную замену неисправных частей. В этом случае их перевозка и страхование также оплачиваются фирмой. 2. В этих брошюрах даны фотографии и описания советских фотоаппаратов (cameras) различных марок. Советские фотоаппараты покупаются во многих странах, и все покупатели довольны их качеством и отделкой. 3. Представитель фирмы сказал, что им пришлось пересмотреть цены на насосы, и они предлагают нам свои насосы по более высокой цене, но на очень выгодных условиях поставки и платежа. Кроме того, они готовы продлить срок гарантии на полтора месяца. Я думаю, что мы сможем решить вопрос о дальнейших заказах после того, как внимательно рассмотрим новые цены фирмы.

Ex. 15. Write a letter to a British company. Introduce yourselves as one of the largest manufacturers of excavators |ˌekskəˈveitə|. Offer your goods to the company and write about the terms on which you would like to supply them.

KEY STRUTURES AND SPECIAL POINTS

Word-building

to calculate *v* + **ion** = calculation *n*
to inform *v* + **ation** = information *n*

Ex. 16. a) Complete and translate.

1. to impress → ...
2. to recommend → ...
3. to operate → ...
4. to illustrate → ...

b) Complete the sentences.

1. Sometimes the Sellers have to correct defects which appear in the equipment during the guarantee period Then the guarantee period is to be extended by the period of time which is used for the ...
2. A lot of companies exhibited their TV and radio equipment. The ... was very large.
3. The company informed the Buyer of the possible applications of their machine. The Buyers were very interested in the ...
4. All models of tractors which the company produced were illustrated in the catalogue. The ... were very colourful.

Articles

Ex. 17. a) Supply the articles where necessary.

1. If it is warm and sunny English people say: "We are having ... wonderful weather." If it is cold and wet they say: "... weather is terrible, isn't it?" As ... weather changes very often, it is quite important in the lives of the British people.
2. It is always a pleasure to do ... important and interesting work.
3. ... work means very much to him, but ... job he has doesn't suit him.
4. I am doing ... very important work now and I'd like to do ... work well.

Soyuzimport 26th October, 19...

Dear Sirs,
We understand that you are responsible for ... purchase of ... frozen* chicken as well as ... other meat products. We would like to introduce ourselves as one of ... largest producers of ... fronzen chicken in Great Britain and will be pleased to supply you with ... first-class quality product on ... best terms. Currently** ... chicken is offered at ... FOB price of £ ... from ... English port. ... CIF price can also be quoted, but will be 15—20% dearer***.We are enclosing... leaflets about our product. We hope we can be of interest to you and have ... opportunity of serving you in ... near future.

Faithfully yours,
for Kerr and Sons Ltd
C. G. Wilson
Sales and Marketing Director

b) Say what you have learned about:

1. Kerr and Sons Ltd and the goods they deal in; 2. the terms on which their goods are offered.

Tense and Voice

Ex. 18. a) Supply the correct forms of the verbs.

1. If any defects (to appear) in the machines before the end of the year, they (to correct) at the Seller's expense.
2. If the two companies (to establish) business relations, they (to be able) to conclude some mutually profitable transactions.
3. If the customers (to authorize) the visit of the Seller's specialists to Moscow, they (to come) in two weeks and (to help) them to correct the defects.

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* frozen — мороженый
** currently — в настоящее время
*** 15—20% dearer — на 15—20% дороже

* * *

V/O Soyuzexport 2nd June, 19...

Dear Sirs,
I (to visit) your stand at the Exhibition in Melbourne ['melbən] and (to be very interested) in your display of VS-Refrigerator units. I (to be very pleased) if you (can) send me your leaflet and your export price-list. Perhaps at the same time you (to let) me know your terms of payment and the time which (to require) for delivery after you (to receive) the order. If the terms and delivery dates (to be) acceptable we (to be prepared) to place an order.

Yours faithfully,
Mark Polett
Import-Export Manager

b) Summarize the letter.

Prepositions

Ex. 19. Supply the prepositions where necessary.

1. The guarantee period which the company offered... their computers was 12 months ... the date ... putting them ... operation and 15 months ... the date ... delivery. The Buyer found it rather short and wanted it to be extended ... two and four months respectively. But the company agreed to extend it only ... 13 and 17 months.
2. As the Seller was responsible ... the defects which were found ... the equipment, they had to correct them ... their expense.
3. The machines were put ... operation ... a delay ... the Seller's fault.
4. The new model ... pump was introduced ... the world market six months ago. It is ... the latest design and has excellent technical characteristics. The customers are very pleased ... its performance.
5. I'd like to describe ... you my last visit ... the manufacturing plant ... Glasgow.

Miscellaneous

Ex. 20. Choose and use.

a number, the number

1. I have got ... of books about the places of interest of London.
2. ... of goods we sell to foreign companies is very large.
3. ... of machines have serious defects and the Seller will have to replace them.
4. ... of countries the Soviet Union is doing business which is growing from year to year.
5. ... large ... of people came from all parts of the country to see the exhibition.
6. The businessmen's sightseeing programme included visits to ... of museums outside Moscow.

UNIT V

SPEECH EXERCISES

Ex. 21. a) Read the dialogue.

The representative of Gerald & Co saw the display of Soviet-made moulding machines* at the Soviet exhibition. The company required such type of machines and they sent an enquiry to Soyuzexport. After they had received an offer for the machines Mr Kelly, an engineer of the company, went to Moscow.

Today he has come to the Ministry for Foreign Economic Relations to continue the talks with the representative of Soyuzexport.

Sergeev: Good morning, Mr Kelly. We are glad to see you. Will you sit down?

Kelly: Thank you. It's a cold morning, isn't it?

Sergeev: Yes, it is. This winter has been unusually cold, but I hope the weather will get warmer soon.

Kelly: Yes, spring is coming. Well, Mr Sergeev, today I'd like to bring up the matter of the guarantee period. What guarantee period do you offer for your machines?

Sergeev: It's usually 12 months from the date of putting

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* moulding ['mouldiŋ] machines — формовочные машины

them into operation, and not more than 14 months from the delivery date.

Kelly: Well, we expected it to be longer. In fact, we thought it would be 16 and 20 months respectively.

Sergeev: But, Mr Kelly, we can't guarantee the reliability of our machines for a longer period. We don't know the specific* conditions in which they will operate at your plant.

Kelly: I see what you mean. It's going to be our first experience with your machines. We'll feel much better if the period during which you can help us is longer.

Sergeev: What about your operators? Have they much experience with this type of equipment?

Kelly: We have a very efficient staff and I don't think anything can go wrong through their fault.

Sergeev: I think I'll have to look into the matter very carefully before I give you our reply.

Kelly: I am looking forward to our next meeting.

b) Say what you have learned from the dialogue about:

1. the weather on the day of the talks; 2. the reasons why the Buyer wanted the guarantee period to be extended; 3. the reasons why the Seller didn't want it to be extended.

c) Think and answer.

1. Why was the matter of the guarantee period brought up by Mr Kelly?
2. Why did Sergeev have to look into the matter again before he gave his reply?

d) Act out the part of the dialogue in which Sergeev and Mr Kelly discuss Soyuzexport's guarantee period.

Ex. 22. a) Read the letter.

Soyuzimport 9th September, 19..

Dear Sirs,

We take this opportunity** of introducing our company to you as one of the oldest and largest motor-manufacturing companies in Great Britain. For more than 90 years

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* specific [spɪ'sɪfɪk] — специфический

** opportunity [ˌɔpə'tjuːnɪtɪ] — возможность

we have been developing and manufacturing a wide range of motors. This range includes designs and types to suit different requirements.

Our motors are manufactured to the highest standards and are marketed all over the world. We supply our motors to customers in industry, agriculture and science and they all are pleased with the design and finish of our products.

With this letter we are enclosing leaflets which illustrate and describe our range of motors as well as spare parts. We also enclose our current CIF price-list. (There is a 10% discount for large orders and a discount of $2^1/_2$% for payment within a month of the delivery of the goods).

We will welcome your enquiries which will always receive our prompt and careful attention.

If you have any queries or want any further information on our motors to be provided, please contact us.

Yours faithfully,
L.W. Vaill
Export Sales Manager

b) Summarize the letter.
c) Think and answer.

1. Why did the company want their goods to be introduced into the Soviet market?
2. Why did the company offer discounts for large orders and prompt payment?
3. What further information will the Buyer require if they get interested in the offer of the company?

d) Act out a talk with Mr Vaill in which you will discuss with him the guarantee period for these motors.

Ex. 23. a) Read the letter.

Remember: sample [sæmpl] — образец

Soyuzimport 1st August, 19..

Dear Sirs,
Some time ago we offered you home computers which are manufactured by our company. At that time you were interested, but did not place orders. We are now able to

offer you our bome computers on more favourable terms. With this letter we enclose our current FOB price-list which quotes for orders under* 500, under 1,500 and over 1,500 units. Transport packing is included in the price.

Payment is to be made by a Letter of Credit which is to be opened in our name with the Moscow Narodny Bank. We can offer a two year guarantee from the date of delivery.

For your information we enclose two copies of our leaflets on all our models.

If you require samples we are prepared to supply them at the same price as for orders between 500 and 1,500 machines. We feel sure that when you see our computers in operation you will be pleased with the quality of our product.

If you require any further information, please do not hesitate to contact us.

Yours faithfully,
for Blank & Co
T.E. Simpson
Export Sales Manager

b) Summarize the letter.

c) Think and answer.

1. Why didn't Soyuzimport place orders with Blank & Co after the first offer?
2. Why is the company offering their goods for the second time on more favourable terms?
3. What obligations do you think the company have during the period of guarantee?
4. Why do they promise to supply the Buyer with samples?

d) Act out the talk with Mr Simpson and discuss the quality of the home computers with him.

Ex. 24. Act out dialogues on the basis of the following assignments.

1. You've come to London to negotiate the purchase of compressors with Mr Hadder. Speak with him about the weather in London. Then bring up the matter of the quality of compressors and the terms and dates of

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* under 500 units — менее 500 единиц

delivery. Make arrangements about your visit to the manufacturing plant.

2. You are having talks with Mr Smith in Moscow. He is interested in buying the Model ES 11 machines. Start the talks with the weather, then discuss the guarantee period and the Seller's and the Buyer's obligations during this period.
3. During the talks with Mr Campbell at the Soviet Trade Delegation say that our customers are interested in buying some pumps from their company. Discuss the price for the model you require and the terms of payment.

Ex. 25. Give extensive answers.

1. Are leaflets and catalogues supplied to the Buyer only in the case of the first transactions or regularly? Why?
2. What kind of informatikn do leaflets provide?
3. What kind of offers does the Buyer find attractive?
4. What points do the Buyers look into before they accept an offer?
5. What matters are usually brought up during the talks before the first and repeat transactions are made?
6. In what cases are export prices revised?
7. What are the Seller's obligations during the guarantee period?
8. What is the Buyer responsible for during the guarantee period?
9. In what cases can the guarantee period be extended?
10. Why must faulty parts be replaced urgently?
11. In what case are defects in the equipment corrected during the guarantee period at the Buyer's expense?

Ex. 26. Give your viewpoint.

1. For large and popular companies it is not necessary to advertise their goods through leaflets and catalogues.
2. The Buyer is always interested in extending the guarantee period.

Ex. 27. Speak on the following topics.

1. The offer you received some time ago.
2. The goods you supply to different countries.
3. The talks in which you took part last.
4. The guarantee period for the goods you sell (or buy).

UNIT VI

VOCABULARY

1. **leaflet** ['li:flit] *n* — брошюра (рекламная)
2. **design** [di'zain] *n* — конструкция
   of the latest design — последней конструкции
   e.g. The company is interested in the machines of the latest design.
3. **price-list** *n* — прейскурант
4. **to revise** [ri'vaiz] *v* — изменять, пересматривать
   to revise prices
   e.g. The prices for our machines have just been revised and we are sending you our new price-list.
5. **to be pleased** *v* — быть довольным
   to be pleased with smth. (smb.)
   e.g. The manager is very (much) pleased with the talks he has had with the representatives of the British company.
   e.g. We are pleased to inform you... — С удовольствием сообщаем вам... (мы рады сообщить вам...)
6. **spare** [spɛə] *adj* — запасной, лишний, свободный
   spare money (cash) — лишние деньги
   spare time — свободное время
   spare parts — запасные части
7. **to illustrate** ['iləstreit] *v* — иллюстрировать
8. **to describe** [dis'kraib] *v* — описывать
   to describe smth. to smb.
   e.g. Can you describe your trip to me? Please describe what you have seen there.
9. **to prepare** [pri'pɛə] *v* — приготавливать, готовить (заранее)
   to be prepared to do smth. — быть готовым сделать что-л.
   syn. to be ready to do smth.
   e.g. We are prepared to discuss the matter.
10. **profitable** *adj* — выгодный
    profitable | **terms** / **transaction** / **business**
11. **comment** ['kɔmənt] *n* — комментарий, замечание
    comment on smth.
    to make comments — делать замечания, комментировать
    e.g. The speaker made comments on the situation in the market.
12. **terrible** ['teribl] *adj* — ужасный
    terrible | **weather** / **man** / **case**

13. **to bring up** *v* — поднимать, затрагивать
e.g. The price problem was brought up during yesterday's talks.
14. **period** ['piəriəd] *n* — период, промежуток времени
guarantee period — гарантийный срок
(period of guarantee)
15. **to put** *v* — *зд.* вводить
put into operation — вводить в эксплуатацию
16. **extend** [iks'tend] *v* — продлевать
to extend by one month — продлевать на один месяц
to extend to 20 months — продлевать до 20 месяцев
17. **respectively** [ris'pektivli] *adj* — соответствовать
e.g. We'd like you to extend the guarantee period by two and three months respectively.
18. **so far** *adj* — до сих пор; пока что
e.g. I have read only one book by this writer so far.
19. **to specify** ['spesifai] *v* — указывать
20. **defect** [di'fekt] *n* — недостаток, дефект, неисправность
defect in smth.
to find defects — находить дефекты
21. **to correct** [kə'rekt] *v* — исправлять, *зд.* устранять
to correct { **a defect** / **a mistake** }
22. **expense** [iks'pens] *n* — 1. стоимость
at smb.'s expense — за чей-л. счет
e.g. The replacements were delivered at the Seller's expense.
expenses *(pl.)* — 2. расходы, издержки
expenses on smth.
travelling / **heavy** / **hotel** } **expenses**
23. **obligation** [,ɔbli'geiʃn] *n* — обязательство
e.g. What are the Seller's obligations within the gurantee period?
24. **responsible** [ris'pɔnsibl] *adj* — ответственный
to be resonsible for smth.
e.g. Who is responsible for the test of the equipment?
25. **through** [θru:] *prep* — *зд.* по причине, из-за
e.g. The defects in the machines appread through the Buyer's fault.
26. **fault** [fɔ:lt] *n* — вина
through smb.'s fault — по чьей-л. вине
e.g. There was a delay in the delivery of the goods through the Seller's fault.
27. **faulty** ['fɔ:lti] *adj* — неисправный, имеющий дефекты
faulty { **equipment** / **parts** }
28. **to consider** [kən'sidə] *v* — рассматривать, обсуждать

syn. **to discuss**

to consider { **the matter** / **the terms** / **the price problem**

29. **possibility** [ˌpɔsiˈbiliti] *n* — **возможность**

to have / **to find** / **to consider** } **the possibility**

e.g. I'm sure you'll have the possibility of visiting this place.

30. **to replace** [riˈpleis] *v* — **заменять, замещать**

e.g. The Sellers are to replace the faulty parts by new ones.

31. **replacement** *n* — 1. **замена, замещение**

e.g. We usually guarantee prompt replacement of faulty parts. — 2. **запасные части**

e.g. The replacements were delivered to the Buyer's plant without delay.

32. **to try** [trai] *v* — **пробовать, пытаться, стараться**

e.g. Try and see what I mean.

33. **insurance** [inˈʃuərəns] *n* — **страхование**

34. **transport** [ˈtrænspɔːt] *n* — **транспорт**

35. **to authorize** [ˈɔːθəraiz] *v* — **дать разрешение на что-л., санкционировать**

to authorize { **a test** / **a visit**

e.g. The manager is authorized to negotiate the purchase of the equipment.

to be authorized — **быть уполномоченным**

36. **job** [dʒɔb] — **работа**

syn. **work**

> Слово **job** означает конкретный вид работы и является исчисляемым существительным, может употребляться с неопределенным артиклем. Слово **work** является неисчисляемым существительным и никогда не употребляется с неопределенным артиклем. Например:
>
> For a long time Jane tried to find work.
>
> Bill found a job at a travel agency, which he liked very much.

37. **to look into** *v* — **изучить, рассмотреть**

look into the matter

38. **to break** [breik] *v* — 1. **разбивать**

(broke, broken)

e.g. The child broke the cup.

to break the terms of the contract — 2. **нарушать**

to break an appointment — **не прийти на деловую встречу**

39. **sample** [ˈsaːmpl] *n* — **образец**

on the sample — **по образцу**

e.g. We'd like to place an order on sample 10.

LESSON 7

Subject for Study: Health Service

UNIT I

WORKING ON THE TEXT

A Touch of Flu

A

The National **Health** Service (NHS)[1] was introduced in Great Britain in 1948. It provides **free medical treatment.** Every person who wants to be under the NHS weekly pays some money in the form of stamps. However it is still possible to get private medical treatment which is **chargeable.**

Soviet people who work at the Trade Delegation in London usually enjoy the services of the General Practitioner (G.P.)* who is on the staff of the Soviet Embassy**. Besides, Soviet people who work in London are under the NHS. If they need medical help from specialists they go to the **doctors** in the **outpatient** department of the district **hospital.**

* * *

On Monday morning Borisov felt very bad. He **woke up** with a **headache** and a **sore throat** and was **running a high temperature.** He understood that he had **fallen ill** and had to stay in bed. A doctor of the Soviet Embassy was called to examine him.

Doctor: What seems to be the **trouble?**
Patient: I've got a **cough** and a headache. I'm all **feverish.**
Doctor: Did you take your temperature?
Patient: Yes, it's 38.2.
Doctor: How long have you been feeling this way?

* general practitioner [præk'tiʃənə] — врач общей практики (терапевт и хирург)
** embassy ['embəsi] — посольство

Patient: Since yesterday. It's flu, isn't it?
Doctor: I'm afraid that's what it is. And no wonder with so much flu about. It's a very **contagious disease.** Why didn't you call me yesterday?
Patient: I though I would be all right.
Doctor: I'll write out a **prescription.** This **medicine** is for your headache and it will **send** your temperature **down.** Take it every four hours after meals. You can buy the medicine at the nearest **chemist's** round the corner.
Patient: Will the flu last long, doctor?
Doctor: I hope you'll be well again in a week's[2] time, but I expect you to **follow** all my instructions. As soon as you feel better come to my **surgery** for a **follow-up examination.** If you don't feel better in a week call me again.
Patient: Thank you, doctor.
Doctor: Not at all.

B

As Borisov felt better by the end of the week he made an appointment with the doctor for Monday. At 10 o'clock he came to the doctor's surgery for the follow-up examination.
Patient: Good morning, doctor.
Doctor: Good morning. How do you feel today?
Patient: Better, but I'm still off-colour*. I've no **appetite** and I'm not **sleeping** very well.
Doctor: Ah, a little **run-down,** I suppose. Did you have your temperature taken?
Patient: Yes, it's quite **normal.**
Doctor: Get on the couch**. I'll **sound** your **chest.** Let me take your blood pressure*** now. It's quite normal. There is nothing seriously wrong with you. You should have a good rest. Can you get away from your office for a while?
Patient: I'm going to the seaside in a month's time.
Doctor: That's just what I wanted to recommend. Get away and take things easy.
Patient: Thanks. I will. Good-bye.

---

* to be off-colour — чувствовать себя неважно
** couch [kautʃ] *n* — кушетка
*** blood pressure — кровяное давление

Notes:

1. The National Health Service — Государственная служба здравоохранения. Все основные виды медицинской помощи оказываются бесплатно. Финансируется за счет государственного бюджета и взносов трудящихся.
2. Кроме одушевленных существительных, форму притяжательного падежа имеют многие неодушевленные существительные. Например: а) существительные, обозначающие время: a week's time; today's newspaper и т. д.; б) существительные world, country, city, ship и др.

SECTION A

Ex. 1. Read the dialogue.

Ex. 2. Say what you have learned from the dialogue about:

1. the medical service that is provided for the people of the Soviet Trade Delegation; 2. Borisov's disease; 3. the doctor's visit to Borisov.

SECTION B

Ex. 3. Read the dialogue.

Ex. 4. Say what you have learned from the dialogue about:

1. Borisov's visit to the doctor; 2. the doctor's recommendations.

Ex. 5. Think and answer.

1. Why was it necessary for Borisov to make an appointment with the doctor in advance?
2. Why did the doctor examine Borisov very closely?

UNIT II

WORKING ON WORDS

to fall ill to be ill	(with)

Ex. 6. a) Read the model.

Jane is ill with \ flu now. She fell ill three days a\ go

b) Say what your friend (son, daughter, husband, mother, father, etc.) was last ill with and when he fell ill.

medicine (for)

Ex. 7. a) Ask and answer as in the model.

— Did you tell the doctor about your/**sore throat?** — ↘Yes. He gave me a ↘ medicine for my **sore throat.**

Prompts: 1. headache; 2. cough; 3. flu; 4. high blood pressure.

b) Say when you (your friend, etc.) last saw the doctor and what medicine he gave you.

Ex. 8. Translate into English.

1. Менсон не спал. Он думал о своей пациентке. 2. Разбудите меня завтра в 7 часов, пожалуйста. 3. Вам нужно поехать в дом отдыха. Вы переутомлены. 4. В каком кабинете принимает врач Петрова? 5. От этих таблеток у вас улучшится аппетит.

* * *

На прошлой неделе моя жена пришла с работы рано. Она сказала, что заболела. У нее болела голова и горло. Ее знобило и у нее была высокая температура. Пришлось вызвать врача на дом. Врач внимательно осмотрел ее и сказал, что у нее грипп. Он выписал рецепт на лекарство от головной боли. Он также выписал таблетки, чтобы снизить температуру. Врач дал жене больничный лист (a sick list) и предписал соблюдать постельный режим. Врач сказал, чтобы она пришла в поликлинику через пять дней, если у нее будет нормальная температура.

Через пять дней жена все еще чувствовала слабость, и у нее болела голова. После повторного осмотра врач посоветовал ей больше находиться на свежем воздухе. Так как жена выполняла все предписания врача, через несколько дней она снова чувствовала себя хорошо.

KEY STRUCTURES AND SPECIAL POINTS

Word-building

Ex. 9. a) Complete and translate.

to appoint *v* + **ment** = appointment *n*

1. to develop →
2. to agree → ...
3. to improve → ...
4. to treat → ...

b) Complete the following sentences.

1. The Seller is to replace all defective parts. They promised to send the ... by the end of the next month.
2. — When is the Seller to ship the goods to us?
   — I'm sorry. I don't remember the date of ...
3. We require computers of the latest design; therefore the computers of Steven & Co do not meet our ...
4. — Mr Clay has been appointed president of Dunn & Co.
   — Oh, really! I didn't know about his ...
5. — Do you know the company has improved the model?
   — Yes, but the ... is not very big.

Articles

Ex. 10. Supply the articles where necessary.

— Do your children go to ... school?
— Yes, they do.
— How often do you go to ... school to speak to the teacher?
— Every week.
— Your children go to ... English school, don't they?
— No, they go to ... French school. It's ... very good school.
— Is ... school far from your house?

* * *

— What building is it over there?
— It's ... hospital.
— Is it ... out-patient or ... in-patient hospital?
— It's ... out-patient hospital. And ... in-patient hospital is round the corner.

* * *

— How long has Jill been in ... hospital?
— She was taken to ... hospital two weeks ago.

* * *

— Would you go to ... chemist's and buy this medicine for me?
— Certainly. Is there ... chemist's in your street?
— Yes, there is ... good chemist's two blocks away.

Tense and Voice

Ex. 11. a) Supply the correct forms of the verbs.

Mr Brown (not to feel) well for several days. So he (to call at) the out-patient department of St Mary's Hospital. Doctor Campbell (to receive) him in his office.

Doctor: What (to be) the trouble?
Brown: I (to catch) a bad cold*
Doctor: You (to take) your temperature?
Brown: Yes, I (to take) my temperature before I (to leave) home. It (to be) normal.
Doctor: How long (to feel) this way?
Brown: I (to be) ill since Monday.
Doctor: You (to have) a headache or a sore throat?
Brown: I (to have) both.
Doctor: You (to take) anything for your headache yet?
Brown: I (to take) aspirin ['æspirin]
Doctor: And you (to cough) a lot, ... you?
Brown: Yes.
Doctor: Get on the couch. I (to examine) you. It (not to be) an ordinary cold. You (to have) flu. I (to give) you two prescriptions which you (must) take to the chemist's. If you (to follow) my instructions you (to feel) better in a few days. If you (not to feel) better, you (to have) to call for me.
Brown: Thank you, doctor.

b) Say what you have learned from the dialogue about:

1. Mr Brown's trouble; 2. the doctor's instructions.

---

* to catch a cold — *эд.* квартирная хозяйка

Prepositions

Ex. 12. Supply the prepositions where necessary.

One morning Philip woke up ... a terrible headache. He asked the landlady* to bring him a cup ... tea. A few minutes later Griffiths ['grifiθs] ... whom they had lived ... the same house ... a year came in.

"I hear you are not well," said Griffiths, "I thought, I'd come in and see what was the trouble ... you."

"I think I'm falling ill ... flu," said Philip.

"You'd better stay ... bed and I'll bring the doctor to have a look ... you."

It seemed hours before anyone called ... Philip.

The doctor examined Philip, took his temperature and blood pressure.

"What do you think it is?" asked Philip.

"You are ill ... flu. Wouldn't you like to go ... hospital? You will be better looked after** there than you are here."

"I can look ... him, sir," said Griffiths.

"Oh, very well. I'll write ... a prescription ... some pills***. Take it ... the chemist's. Give the medicine ... the young man three times a day ... meals."

(After Somerset Magham)

Miscellaneous

Ex. 13. Choose and use.

to call at, to call on, to call for

1. When the doctor called ... Philip he wrote out a prescription for some medicines. Philip asked his friend to call ... the nearest chemist's and buy the medicines for him.
2. Frank invited Mike to the cinema and promised to call ... him at 7.
3. — How is Peter?
   — When I called ... him he didn't feel well.
4. Let's call ... the chemist's. I'd like to buy some medicine for my headache.
5. — Is Jane going to the exhibition with us?
   — Yes, she asked me to call ... her.

---

* a landlady ['lændleidi] — *зд.* квартирная хозяйка
** to look after smb. — ухаживать за больным
*** pills — таблетки

SPEECH EXERCISES

Ex. 14. a) Read the dialogue.

Remember: **dentist** ['dentist] — зубной врач
foot [tu:θ] **teeth** [ti:θ] — зуб, зубы
toothache ['tu:θeik] — зубная боль
to take out a tooth — удалить зуб
to fill a tooth — запломбировать зуб
to treat [tri:t] — лечить

At the Dentist's

Senin has a bad **toothache** and he has made an appointment with a **dentist** for 10 o'clock.

D.: Good morning, Mr Senin. What can I do for you?
S.: I've got a bad **tooth** that's troubling me day and and night.
D.: I must examine your mouth*. Open wide. Which one is it?
S.: This one on the right. Must you **take it out?**
D.: The tooth is very bad but it isn't too late **to treat** it. I'll put some medicine into it now. Come the day after tomorrow at the same time. I'll **fill the tooth.**
S.: Thank you, doctor.

b) Say what you have learned about Senin's visit to the dentist.

c) Act out a similar dialogue with a dentist. Suppose two teeth trouble you and the doctor is going to treat one of them and take out the other.

A Good Holiday is a Good Way to Improve your Health

Ex. 15. a) Read the advertisment from the "Morning Star".

Note the new words: **exclusive** [iks'klu:siv] — исключительный
to celebrate ['selibreit] — праздновать
Golden Ring ['gouldən riŋ] — Золотое кольцо
youth [ju:θ] — молодежь
excursion [iks'kə:ʃn] — экскурсия

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* mouth [mauθ] — рот

b) Think and answer.

1. How many tours are offered in the advertisement?
2. Which tour will you be able to choose if you are: 25, 40?
3. In what way are these two tours different from each other?
4. What cities are included in the Golden Ring?
5. What masterpieces of Russian art will British tourists be shown?

NEW YEAR'S TOURS TO THE USSR

EXCLUSIVE TRADE UNION TOUR

to Moscow, Vladimir and Suzdal, 30th Dec. to 6th Jan. Celebrate the New Year as guests of the Soviet Trade Union Organisation and see the sights of Moscow, capital of the USSR and Vladimir — Suzdal, the Golden Ring cities. Full board and accommodation in Trade Union Hotels.

NEW YEAR YOUTH TOUR

Moscow and Leningrad 29th Dec. to 6th Jan. Celebrate the New Year in the Soviet Union and see the sights of Moscow and Leningrad in the snow. Special 2 — centre holiday for young people under 35. Full board and extensive excursion programme.

FOR ALL HOLIDAYS AND TRAVEL

Progressive Tours Ltd

6. Does the company arrange only tours of the Soviet Union? Why do you think so?
7. Which tour would you prefer? Why?

Ex. 16. a) Read the story.

Remember: **to return** [ri'tə:n] — возвращаться
pain [pein] — боль
to ring, rang, rung — звонить [о телефоне]
a receiver [ri'si:və] — телефонная трубка

Please Cough into the Mike*

"Hello, doctor,"

"This is a recording**. Doctor Crandell is away now. Give your name, phone number and symptoms. Doctor Crandell will call you back when he **returns.** Thank you... ."

"I'm Harry Kranowitz. Riverside 6—1800. I'm running a very high temperature, I've got **pains** in the head, chest, and I'm coughing a lot. I feel very bad."

* to cough into the mike [maik] — кашлять в трубку
** recording — магнитофонная запись

Harry went to bed. He had been sleeping for some time when the telephone rang. He got up and went to the living room.

"Hello?"

"This is a recording. Dr Crandell is still away. Your symptoms however seem to show flu for which you should take aspirins every four hours, eat lightly and drink juice. Dr Crandell will call you back when he comes. Thank you."

Harry looked at the phone for a few seconds, coughed and slowly went to the kitchen. He took a bottle of juice, two aspirins and went to bed. He couldn't sleep. He had a terrible cough and he felt that his temperature was still very high. We went to the phone and called the doctor again. As the doctor was still away Harry's symptoms were recorded for the second time.

Some time later the telephone rang again:

"This is a recording. You have nothing more serious than flu. If you follow the instructions which were given to you earlier you should be better by morning. Thank you."

Harry went to the kitchen, took some whiskey and went to bed. Some time later the doctor himself called him.

"Listen, Kranowitz. Your symptoms show flu for which you should take two aspirins every ...".

Harry put down the receiver and went to bed.

A week later he got a bill in the mail for $ 10 from Dr Crandell. He was sure that the bill had been made out by the computer.

(After Seimour Joseph)

b) Say what you have learned from the story about:

1. Harry's disease; 2. the instructions that he got.

c) Think and answer.

1. Where was the doctor all the time?
2. Why was it convenient for the doctor to have a computer?
3. From whom did Harry get instructions?
4. Why didn't Harry want to speak to the doctor when he called Harry?
5. Why is the story called: "Please cough into the mike"?

6. Why was Harry sure that the bill had been made out by the computer?

Ex. 17. Give extensive answers.

1. Where do you usually get treatment when you fall ill and what kind of treatment do you get there?
2. Have you ever been taken to hospital? If so, tell us how long you stayed there and what you were treated for?
3. How were you treated for flu when you were last ill?
4. What are the symptoms of flu?
5. What do you usually do to get well as soon as possible?
6. What is it necessary to do to prevent serious diseases?
7. Why is it necessary to go to a dentist regularly for an examination of your teeth?

Ex. 18. Give your viewpoint.

1. People must regularly visit dentists.
2. Wealth* is nothing without health.

Ex. 19. Topics for discussion.

1. Your visit to a local doctor.
2. Your visit to a dentist.

Ex. 20. Act out dialogues on the basis of the following assignments:

1. Meet Mr Green of Blake & Co. Ask him about his health. Discuss the company's prices and bring up the matter of spare parts.
2. Contact Mr Hope of Smith & Co. You know that Mr Hope was ill some days ago. Ask him how he is. Tell Mr Hope that their prices and terms of payment don't suit your company.
3. Receive Mr James in your office. Tell him that you couldn't have talks with him yesterday as you had an appointment with a dentist. Discuss their guarantee period.

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* **wealth [welθ] — богатство**

UNIT V

VOCABULARY

1. **health** ['helθ] — здоровье
   good / poor health
   e.g. His health is poor — У него плохое здоровье
2. **free** [fri]: *adj* — бесплатный
3. **medical** ['medikəl] *adj* — медицинский
   medical help
   medical treatment
4. **treatment** ['tri:tmənt] *n* — лечение
   treatment for — лечение от чего-л.
   e.g. He is getting treatment for flu now. — Он лечится от гриппа.
   to be under treatment — находиться на лечении
5. **to treat** [tri:t] *v* — лечить
   treat for smth.
   e.g. He was treated for flu by a very efficient doctor. — Его лечил от гриппа очень опытный врач.
6. **chargeable** ['tʃa:dʒəbl] — платный, подлежащий оплате
7. **doctor** ['dɔktə] *n*
8. **out-patient** ['aut,peiʃnt] *adj* — амбулаторный
9. **hospital** ['hɔspitəl] *n* — больница
   out-patient hospital — поликлиника } в Великобритании
   in-patient hospital — больница, стационар } в Великобритании
   to go to hospital — пойти в поликлинику; лечь в больницу
   to go to the hospital to see smb. — навестить кого-л. в больнице
   to be in hospital — лежать в больнице
   to send smb. to hospital — положить кого-л. в больницу

> Артикль перед словом **hospital** не употребляется, если речь идет о процессе лечения. Если имеется в виду здание больницы, то перед словом **hospital** употребляется артикль. Например:
> My wife is **in hospital** now.
> I go to **the hospital** every week to see her.

10. **wake up (woke up, woken up)** *v* ['weik 'ʌp, 'wouk'ʌp, 'woukən 'ʌp] — будить
    e.g. Wake me up at 6 tomorrow.
    He woke up at 7 o'clock yesterday — просыпаться
11. **headache** ['hedeik] *n* — головная боль
    to have a headache — болеть (о голове)
    e.g. I have a headache. — У меня болит голова.
12. **throat** [θrout] *n* — горло
    a sore throat — больное горло
    to have a sore throat — болеть (о горле)
    e.g. I have a sore throat. — У меня болит горло.

13. **temperature** ['temprətʃə] *n* — температура
to have (to run) a temperature — иметь повышенную температуру
to take one's temperature — измерять температуру (себе)
to have one's temperature taken — измерять температуру (больному)
14. **to feel ill (felt, felt)** *v* — чувствовать себя больным
to be ill with — болеть чем-л.
to fall ill with — заболеть чем-л.
e.g. Our manager is ill with flu now. He fell ill two days ago.
15. **call** [kɔ:l] *v* — *зд.* вызвать (врача на дом)
e.g. Ann has fallen ill. Will you please call a doctor for her?
16. **examine** [ig'zæmin] *v* — осмотреть
to examine { **a patient** / **a machine** / **exhibits** }
17. **examination** [ig,zæmi'neiʃn] *n* — осмотр
follow-up examination — повторный осмотр
18. **trouble** [trʌbl] *n* — беспокойство, неприятность, беда
e.g. What seems to be the trouble? — что вас беспокоит?
The trouble is ... — Беда в том, что...
to be in trouble — иметь неприятности
to give trouble to smb. — причинять неприятности (беспокойство) кому-л.
to get into trouble — попасть в беду
to have { **much** / **little** } **trouble** — иметь много / мало неприятностей
Но: **to have a lot of troubles**
e.g. I have had much trouble lately.
19. **cough** [kɔf] *n* — кашель
to have a cough — кашлять
treatment for a cough — лечение от кашля
20. **feverish** ['fi:vəriʃ] *adj* — лихорадочный
e.g. The patient is feverish. — Больного лихорадит. У больного жар.]
21. **flu** [flu:] *n* — грипп
a touch of flu — заболевание гриппом
22. **contagious** [kən'teidʒəs] *adj* — инфекционный, заразный
23. **disease** [di'zi:z] *n* — болезнь, заболевание
serious / **contagious** { **disease** }
to catch a disease — заболеть
24. **prescription** [pris'kripʃn] *n* — рецепт (врача)
to write out a prescription — выписать рецепт
e.g. The doctor wrote out a prescription for my headache.
25. **medicine** ['medsin] *n* — лекарство
a medicine for { **a headache** / **a cough** / **flu** } — лекарство (от головной боли, кашля, гриппа)

to take a medicine — принимать лекарство
e.g. Take this medicine every four hours.

26. **to send down** *v* — снижать (о температуре)
e.g. This medicine will send your temperature down.

27. **chemist** ['kemist] *n* — аптекарь
chemist's — аптека
to go to the chemist's — пойти в аптеку
to buy smth. at the chemist's — купить что-л. в аптеке

28. **follow** ['fɔlou] *v* — следовать
to follow smb. — следовать за кем-л.
to follow smb's advice — следовать чьему-л. совету
to follow smb's instructions — выполнять чьи-л. инструкции
e.g. Follow me, please. — Следуйте за мной, пожалуйста.

29. **surgey** ['sə:dʒəri] *n* — кабинет врача

30. **appetite** ['æpitait] *n* — аппетит
to have good appetite
to have poor appeite
to have no appetite
to lose one's appetite

31. **to sleep (slept, slept)** [sli:p, slept] *v* — спать

32. **to be run-down** — переутомиться
to feel run-down — чувствовать слабость, переутомление

33. **normal** ['nɔ:məl] *adj* — нормальный

34. **to sound** [saund] *v* — прослушать

35. **chest** [tʃest] *n* — грудь
to sound smb's chest

36. **dentist** ['dentist] *n* — зубной врач
at the dentist's — у зубного врача
to go to the dentist's — пойти к врачу

37. **toothache** ['tu:θeik] *n* — зубная боль
to have a toothache — болеть (о зубе)

38. **tooth** [tu:θ] *pl.* **teath** *n* — зуб
to fill a tooth — запломбировать зуб
to take out a tooth — удалить зуб

39. **to return** [ri'tə:n] *n* — возвращаться
to return to a place
to return home

40. **pain** [pein] p — боль
to have pain in one's { **chest** / **knee** / **foot** } — болеть (о груди, колене, ноге)

41. **to ring (rang, rung)** *v* [riŋ, ræŋ, rʌŋ] — звонить (о телефоне)
e.g. The telephone is ringing. Will you answer it, please?
to ring smb. up — позвонить кому-л по телефону

42. **receiver** *n* — телефонная трубка

43. **excursion** [iks'kə:ʃn] *n* — экскурсия

44. **youth** [ju:θ] *n* — молодежь

LESSON 8

Subject for Study: An Offer. Discussing Tests and Packing.

UNIT I

WORKING ON THE TEXT

An Offer

A

Here is an offer which was received by the Soviet Trade Delegation from a large British company.

Soviet Trade Delegation, 25th September, 19..
London.

For the attention of Mr Borisov

Dear Sirs,
We thank you for your enquiry of 27th August 19.. concerning the supply of pumps and now are pleased to **submit** our offer.

With this offer we enclose drawings and **specifications** together with our leaflet.

Price: The **total** price of a pump is £ ... which includes packing and delivery CIF Soviet port.

Delivery: Delivery of the pumps will begin three months after the contract is signed and will be completed within a period of four months.

Validity: This offer **is valid** for 90 days from the date of this letter.

Payment: Payment is to be made in cash within 30 days of **receipt** of the following shipping documents: **an Invoice**, a **Bill of Lading**, an **Insurance Policy** and a **Packing List.**

We have quoted for the majority of spare parts **in accordance with** the details in your enquiry. But we cannot guarantee the supply of all items as in some cases our **stocks** of spares are limited.

We recommend you therefore to place an order as soon as possible **to obtain** the items you require.

I would **personally** very much like to visit you **at** the Trade Delegation and discuss our possible future business relations.

Perhaps you will **be kind enough to advise me** of a **suitable** date and time for such **a meeting**.

Yours **faithfully**,
on behalf of Blake & Co
G.E. Fox
Overseas Sales Manager

B

Discussing Tests and Packing

Borisov was favourably impressed by the technical specifications of the pumps which were given by the company. During his first meeting with Mr Fox they discussed the terms of delivery and a possible quantity discount. When the two businessmen met again the following conversation took place.

Borisov: Mr Fox, I want to clarify the question of **inspection** and tests **first.** Since this is going to be our trial order, we'd certainly like our inspectors **to be present** at the tests.

Fox: **Naturally.** We'll send you our Notification of Readiness for the Test well in advance.

Borisov: We'd like it to be sent at least 45 days before the date of the test.

Fox: Why so early?

Borisov: You know, in **the past** we had some troubles when Notifications were delayed and **as a result** our inspectors couldn't arrive at the plant in due time*.

Fox: I see. In that case the contract will **stipulate** your requirement. But I can guarantee that we won't **let you down,** Mr Borisov. **On our part,** we expect a **Release Note for Shipment** to be signed immediately after the tests **are carried out** and a Test Report** is submitted. **Otherwise** we won't be able to arrange shipment of the goods on time.

---

* in due time — в назначенное время
** A Test Report — акт заводского испытания

Borisov: Our inspectors will do that **by all means** if the results of the tests are **satisfactory.**

Fox: Thank you.

Borisov: There is another matter I'd like to bring up, Mr Fox. What kind of packing do you use?

Fox: Oh, we **pay** special **attention** to this matter. Our goods **need seaproof** packing. So **generally** some parts **are wrapped up** in polythene* and the whole units are then put into **wooden boxes** or **crates.**

Borisov: I hope this **ensures** their **safe** delivery, doesn't it?

Fox: Of course it does. We **do our best** to satisfy our customers and make our product really competitive and attractive for overseas markets.

Borisov: Thank you, Mr Fox. I think we've settled all the matters. Will it be possible for us to meet tomorrow morning and sign the contract?

Fox: That will be fine.

SECTION A

Ex. 1. Read and translate the text.

Ex. 2. Say what you have learned from the text about:

1. the price, the terms of payment and delivery on which the goods were offered to Soyuzimport; 2. the terms on which the spare parts were offered to the Soviet firm.

Ex. 3. Think and answer.

1. What information was there in the documents which were enclosed with the offer?
2. Why had the Buyer asked the company to quote for the spare parts?
3. Why did Mr Fox want to establish personal contacts with the people of the Soviet Trade Delegation?

SECTION B

Ex. 4. Read the dialogue.

Ex. 5. Say what you have learned about:

1. Mr Fox and Borisov's discussion on the question of inspection and test; 2. the kind of packing the company used for the pumps.

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* polythene ['pɔlɪθiːn] — полиэтилен

Ex. 6. Think and answer.

1. Why will the inspectors be able to sign a Release Note for shipment only if the results of the tests are satisfactory?
2. What do Blake & Co do to make their goods competitive?

UNIT II

WORKING ON WORDS

to need

Ex. 7. Ask and answer as in the model.

— Do you need any further information about **this ↗ company?**
— Of course we ↘do. We'd like to know ↗ more about it.

Prompts: 1. the technical characteristics of the pumps; 2. the performance of the equipment; 3. the results of the inspection and test; 4. the range of the goods this company produces; 5. the possible applications of the computer; 6. the modifications which were made in the machine.

to do one's best

Ex. 8. Ask and answer as in the model.

— Is your company interested in **advertising the goods in foreign ↗ journals?**
— ↘Yes, we do our best to advertise our goods in foreign journals as often as ↘ possible.

Prompts: 1. to introduce goods into new markets; 2. to take part in fairs and exhibitions abroad; 3. to establish new business contacts; 4. to produce new models of equipment; 5. to send engineers abroad for training; 6. to increase sales to European countries.

in accordance with

Ex. 9. a) Read the model.

> In accordance with the terms of the contract **the goods are to be delivered CIF Sheremetyevo Airport.**

b) Say what terms of payment (delivery dates, guarantee period, kind of packing, the terms of inspection and test, price, etc.) your latest contract stipulated.

Ex. 10. Translate into English.

1. Мы рады представить вам наше предложение на новую модель компьютера. 2. Наше предложение будет действительно в течение 60 дней от даты данного письма. 3. В соответствии с вашим запросом мы прилагаем к письму каталог, в котором содержится дополнительная информация о нашем оборудовании. 4. Платеж должен быть произведен в течение 10 дней после получения следующих отгрузочных документов: счета-фактуры, коносамента и упаковочного листа. 5. Продавец сообщил, что у них имеется очень небольшой резерв запасных частей, и поэтому они рекомендуют нам без промедления разместить у них заказ. 6. Не будете ли вы любезны сообщить нам удобную для вас дату нашей встречи?

* * *

Уважаемые господа!

В дополнение к нашему телефонному разговору имеем удовольствие сообщить вам, что испытания оборудования будут проводиться 25 мая 19.. на нашем заводе. Если вы хотите, чтобы ваши приемщики присутствовали на испытаниях, немедленно дайте нам знать об этом, и мы сделаем все необходимые приготовления.

Если они не смогут приехать, мы проведем испытания без них и вышлем вам акт заводского испытания.

Мы надеемся получить разрешение на отгрузку без задержки, в противном случае мы не можем гарантировать своевременную доставку оборудования в порт.

С нетерпением ждем вашего ответа.

От имени компании
"Блейк энд К°"
Г. Т. Хенн
коммерческий директор

KEY STRUCTURES AND SPECIAL POINTS

Word-building

Ex. 11. a) Complete and translate.

to meet v + **ing** = a meeting n

1. to mark → ...
2. to paint → ...
3. to advertise → ...
4. to wrap → ...

b) Complete the sentences.

1. The exhibition of furniture is to open next Tuesday. Will the President come to the ... of the exhibition?
2. A lot of British firms advertise their goods on ITV. These broadcasting companies get money from ...
3. — What does the word "double-decker" mean?
   — I don't know the ... of this word.
4. — Where is the President going to meet Mr Brown?
   — I think the ... will take place in the conference-room.

Articles

Ex. 12. a) Supply the articles or possessive pronouns where necessary.

1. What's ... time?
2. It took me ... much time to go through these documents.
3. The inspectors arrived at the plant on ... time.
4. I always find it difficult to do my work if I try to listen to music at ... same time.
5. I don't have ... time to go to the cinema tonight.
6. ... packing and ... attractive wrapping are very important for sales.
7. ... packing of the machines was very good and it ensured their safe delivery.
8. Payment was made 10 days after .. Bill of Lading was received.
9. ... Bill of Lading generally includes information about the goods which are shipped.

* * *

Soyuzexport 10th June 19..

As we have previously informed you ... motors which have been submitted for ... test have shown ... excellent working characteristics. We would now like you to send us ... quotation for two more tyres of motors in accordance with ... drawings Nos 405 and 510

We would like to receive ... quotation for ... supply of 750 motors of each type during ... period of two years.

... prices should be quoted FOB Soviet port or airport.

We know that you are going to arrange ... visit of ... engineers to London in August. If possible we would like to receive ... quotation before ... visit of ... engineers, so that it can be discussed with them.

We look forward to hearing from you.

Yours faithfully,
on behalf of Brown £ Co
F.T. Smith

b) Say what you have learned about:

1. the goods the company is interested in; 2. the delivery terms the company would like to be quoted.

c) Summarize the letter.

Tense and Voice

Ex. 13. a) Supply the correct forms of the verbs.

Soyuzimport,
Moscow,
USSR.

Dear Sirs,
You just kindly (to advise) us that you (to have) to buy machines of another company. We (to be sorry) that your order (to place) with our competitors because our delivery time (to be) not suitable to you and you (to find) our prices too high.

We would like to explain to you first that we (to be) heavy with orders now and the deliveries as a result (to extend). Besides, some modifications (to make) in the machines to achieve higher capacities. That is why our prices (to be) higher than our competitors' prices.

Nevertheless, we (to feel) that if you (to take into consideration) the high quality of our machines you (to agree) that they (to price) reasonably.

We hope that you (to be able) to place your future orders with us.

Yours faithfully,
C. Deadle
Sales Manager

b) Summarize the letter.

Prepositions

Ex. 14. Supply prepositions where necessary.

1. Payment was to be made ... cash ... 30 days ... receipt ... all shipping documents.
2. Much attention must be paid ... seaproof packing, especially when goods are shipped ... African countries.
3. ... export packing, machines are often wrapped up ... polythene and then put ... special crates.
4. The customers sent an enquiry ... women's shoes ... autumn wear, but were informed that the company could not supply them ... the shoes as they were ... ... stock ... that moment.
5. Two inspectors arrived ... London to be present ... the tests ... the new model ... compressors.
6. The Seller's offer was valid ... a period ... 90 days ... the date ... their quotation.
7. Soyuzexport promised to submit ... the British company any samples of cameras they will require.
8. ... the past this company supplied us ... their chemicals. Now they want us to advise them ... our current requirements.
9. ... accordance ... Mr Ranson's letter his company is going to increase their prices ... 6% ... May.

Miscellaneous

Ex. 15. Choose and use.

first, at first

1. The goods were ... wrapped up very carefully and then put into crates.

* * *

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9. ... accordance ... Mr Ranson's letter his company is going to increase their prices ... 6% ... May.

Miscellaneous

Ex. 15. Choose and use.

first, at first

1. The goods were ... wrapped up very carefully and then put into crates.

2. ... the Seller quoted CIF prices, but later changed them to FOB prices.
3. ... Mr Brown said that a Notification of Readiness would be sent 10 days before the date of the test, but then he agreed to send it earlier.
4. ... the catalogues of chemical equipment were submitted to the Buyers, and later some documents where spare parts were illustrated and described were sent to them.
5. If the company wants to attract new customers they must ... advertise their goods widely.
6. ... the Seller offered a 10 months' guarantee period, but during the talks they agreed to extend it to 12 months.
7. The defects were corrected ... and then a report test was carried out.

UNIT IV

SPEECH EXERCISES

Ex. 16. a) Read the dialogue.

Remember: to propose — предлагать
container — контейнер

Some engineers from the Soviet Trade Delegation saw tools* of a British company at an Industrial Exhibition in London.

They were impressed by the fact that the quality of the tools was very high, they had many applications and their finish was extremely good. The engineers decided to buy them.

Some time later the British company sent an offer to the Soviet Trade Delegation. After Korolyov had studied the offer he phoned Mr Stanley to clarify some details.

Korolyov: Good morning. I'd like to speak to Mr Stanley.
Secretary: Who is that calling, please?
Korolyov: This is Korolyov of the Soviet Trade Delegation.
Secretary: Mr Korolyov, can you hold on for a moment? Mr Stanley is speaking on another line.
Korolyov: It's all right. I can wait.

---

* tools — станки

Stanley: Good morning, Mr Korolyov. Very glad to hear you. Is there anything I can do for you?

Korolyov: We've just received an offer from your company, Mr Stanley. We'd like to know what kind of packing you are going to use.

Stanley: Usually our tools are wrapped up in polythene, put in wooden crates and transported in **containers.** The kind of packing we **propose** to use ensures safe delivery of the goods. Our customers find it quite satisfactory.

Korolyov: Thank you. Good-bye.

b) Say what you have learned about:

1. the British tools; 2. the kind of packing the British company uses.

Ex. 17. a) Read the letter

Soyuzimport,
Moscow,
USSR.

2nd December, 19..

Dear Sirs,

We are pleased to advise you that we have in stock the acrylic sheets* you are interested in. We can quote for about 500 acrylic sheets which will be wrapped up in special paper in accordance with your requirements. The price is £ ... per square meter** FOB UK port.

The goods can be offered for prompt delivery.

Payment is to be made by a L/C which is to be opened within two weeks of receipt of Bill of Lading, Invoice and Packing List[1].

You will realize that we quote a lower price than our competitors. Therefore our offer gives you an extremely favourable opportunity to obtain supplies of high quality at a very attractive price.

If you are interested in purchasing our goods we shall need your order immediately as it is expected these supplies will not be available on the market at the above price for very long.

We look forward to hearing from you.

Yours faithfully,
Brown & Co

---

* acrylic sheets — акрил в листах (листовой акрил)

** square meter — квадратный метр

Note:

1. В деловых письмах названия документов обычно употребляются без артиклей.

b) Say what you have learned from the letter about:

1. the terms of payment and delivery on which the company proposed to deliver their goods; 2. the price which the company quoted for the acrylic sheets; 3. the kind of packing the company proposed to use.

c) Summarize the letter.

d) Think and answer.

1. Can the terms of the company be considered favourable or not? Why?
2. Why did the Seller believe that Soyuzimport people knew the prices of other companies for similar goods?
3. Why was it expected that the price for the acrylic sheets would be revised quite soon?

Ex. 18. a) Read the letter.

Soviet Trade Delegation, 23rd May, 19..
London.

Dear Sirs,
Further to your telephone enquiry for US pumps we are pleased to submit our quotation for the above units.

We are also enclosing leaflets which give the full details of the performance of the pumps. The pumps will of course be tested at our plant and a Notification of Readiness will be sent in due time.

The price is £ ... per unit which includes packing. The prices will be valid within 90 days from the date of this letter. We have the right* to quote for an order which is received after this 90 day period at the prices which are valid then.

Payment: Payment is to be made by a Letter of Credit against shipping documents.

Packing: The goods will be packed in accordance with our standard export packing methods.

---

* to have the right — иметь право

Delivery: The pumps we are offering you will be ready for shipment not later than 30 days of receipt of your order. We shall do our best to ship them in accordance with our programme.

We look forward to receiving your further instructions in the near future.

Yours faithfully,
on behalf of Green and Co
G. Stanley
Export Sales Manager

b) Summarize the letter.

c) Think and answer:

1. Were our people going to place the first order with the company or had they placed orders with them previously? Why do you think so?
2. Why will it be necessary to make tests of the pumps at the Seller's plant?
3. Why did the company have the right to revise the prices for an order which would be received after a 90 days' period?

Ex. 19. Give extensive answers.

1. What information is included in specifications? When do the Sellers usually enclose specifications with offers?
2. What kind of document is a Bill of Lading? Why is it very important?
3. What does the validity period of an offer mean?
4. When is it necessary for the Buyer's inspectors to be present at the tests at the Seller's plant?
5. When can tests be carried out without the Buyer's inspectors?
6. What kind of document is a Notification of Readiness for Tests? Why is it to be sent to the Buyer in advance?
7. What kind of document is a Test Report?
8. What kind of document is a Release Note for Shipment? Why are the Sellers interested in getting a Release Note for Shipment without delay?
9. Why do the Sellers always have to pay special attention to packing?

Ex. 20. Act out dialogues on the basis of the following assignments.

1. You have received an enquiry for press machines from Watson & Co Ltd. Meet Mr Bremvil, a representative

of the company, and discuss all the particulars concerning the tests of the machines which are to be carried out at a plant near Moscow.

2. Brown & Co made you an offer for their chemical equipment. You are having talks with the Sales manager of the company Mr Evans in London. Discuss with him the dedivery dates and the method of packing.
3. You have come to London to have talks with Mr Blake. Discuss with him the prices for their machines and the terms of payment. Make arrangements about the supply of spare parts.

Ex. 21. Give your viewpoint.

1. Packing of goods is very important for successful trade.
2. In most cases the Sellers have to carry out repeat tests.

Ex. 22. Speak on the topics.

1. The offer you received last.
2. Discussing the matter of inspection and test during the talks.

UNIT V

VOCABULARY

1. **to submit** [səb'mit] *v* — представить на рассмотрение

   to submit | **an offer** / **a plan**

2. **specification** [,spesɪfɪ'keɪʃn] *n* — спецификация
   specification on smth. — спецификация на...
   technical specification — техническая спецификация

3. **total** [toutl] *adj* — полный, весь

   total | **price** / **value**

4. **validity** [və'lɪdɪtɪ] *n* — срок действия
   validity of the L/C;
   to extend the validity — продлить срок действия
5. **valid** ['vælɪd] *adj* — действительный, имеющий силу

   valid | **contract** / **document**

   e.g. This offer is valid for three months until the 20th of December.

6. **receipt** [rɪ'si:t] *n* — получение
e.g. Payment is to be made within two weeks of receipt of the shipping documents.
7. **Invoice** ['ɪnvɔɪs] *n* — счет-фактура
to settle an invoice — производить расчет, платить по счету
8. **Bill of Lading** ['bɪl əv 'leɪdɪŋ] — коносамент
9. **Insurance Policy** — страховой полис
10. **Packing List** — упаковочный лист
11. **in accordance with** [ə'kɔ:dəns] *prep* — в соответствии с...
12. **stock** [stɔk] *n* — запас
e.g. We have got a very large stock of spare parts.
to have smth. in stock — иметь в наличии
to be in stock — быть в наличии
syn. **to be available**
to be out of stock — не иметься в наличии
syn. **not to be available**
e.g. This make of TV-set is out of stock now.
13. **to obtain** [əb'teɪn] *v* — получить
e.g. Where can I obtain the information about this company?
syn. **to get**
14. **personally** ['pə:snəlɪ] *adv* — лично
15. **enough** [ɪ'nʌf] *adv, adj* — достаточно; 2. достаточный
e.g. It's warm enough now to wear this coat. I have got enough money to buy this book.
16. **kind** [kaɪnd] *adj* — добрый, любезный
17. **to advise** [əd'vaɪz] *v* — сообщить
to advise smb. of smth.
syn. **to inform**
18. **suitable** ['sju:təbl] *adj* — подходящий, годный
suitable { **time** / **place** }
19. **on behalf of** [bɪ'ha:f] — от лица, от имени
syn. **for and on behalf of...**
20. **overseas** ['ouvəsi:z] *adj* — заграничный, заморский
Sales Manager — коммерческий директор по торговле с зарубежными странами
overseas { **trade** — внешняя торговля; **markets** — внешние рынки; **customers** — заказчики иностранных фирм; **Buyers** — покупатели на внешнем рынке }
21. **inspection** [ɪns'pekʃn] *n* — осмотр, инспектирование
22. **first** *adv* — первым делом, прежде всего
e.g. I must finish this work first.

23. **to be present** ['preznt] *v* — присутствовать
to be present at
e.g. Were you present at the ceremony?

24. **naturally** ['nætʃərəlɪ] *adv* — конечно, естественно
syn. **of course**

25. **the past** *n* (употребляется всегда с определенным артиклем) — прошлое
e.g. People cannot change the past.

26. **result** [rɪ'zʌlt] *n* — результат
e.g. We obtained good results and were quite pleased with the work we had done.
as a result — в результате

27. **to stipulate** ['stɪpju:leɪt] *v* — обусловливать, ставить условием
e.g. It was stipulated in the contract that the goods were to be delivered within three months.

28. **to let smb. down** *v* — подвести
e.g. This man will never let you down.

29. **part** *n* — сторона
on my (his, your) part — с моей (его, вашей) стороны
on the part of Mr X. — со стороны господина X.

30. **Release Note for Shipment** — разрешение на отгрузку (документ)

31. **to carry out** *v* — проводить
to carry out tests
syn. **to make tests**

32. **otherwise** ['ʌðəwaɪz] *adv* — иначе, в противном случае
e.g. You must take a decision now, otherwise we can't guarantee anything.

33. **by all means** — во что бы то ни стало, обязательно

34. **satisfactory** [sætɪs'fæktərɪ] *adj* — удовлетворительный
satisfactory results

35. **to pay attention to smth.** — обращать внимание на что-л.
e.g. You must pay more attention to your work.

36. **to need** [ni:d] *v* — нуждаться, иметь потребность в чем-л.
e.g. We need colourful leaflets to to advertise our goods.

> Глагол **need** может употребляться как модальный глагол преимущественно в вопросительных и отрицательных предложениях. В этих случаях он выражает долженствование, обязанность. Например: you **needn't go** there.

37. **seaproof** ['si:pruf] *adj* — пригодный для транспортировки морем

38. **generally** ['dʒenərəlɪ] *adv* — обычно, как правило
syn. **usually**
39. **to wrap** [ræp] *v* — обертывать
to wrap (up) smth. in {**paper** / **polythene**}
40. **wooden** [wudn] *adj* — деревянный
41. **box** [bɔks] *n* — ящик
42. **crate** [kreɪt] *n* — специальный упаковочный ящик
43. **to ensure** [ɪn'ʃuə] *v* — обеспечивать, гарантировать
44. **safe** [seɪf] *adj* — сохранный, надежный
safe delivery — надежная доставка
45. **to do one's best** — делать все возможное
e.g. We'll do our best to provide shipping facilities.
46. **to propse** [prə'pouz] *v* — предлагать
47. **container** [kən'teɪnə] *n* — контейнер

LESSON 9

Subject for Study: Sport.

UNIT I

WORKING ON THE TEXT

A

A Piece of Steak

Note the pronunciation: New Zealand ['zi:lənd]

When Tom King finished his poor supper he felt that he was still hungry. He **alone** had eaten that evening. The two children had been sent to bed early without supper. His wife had eaten nothing either.

Tom King was a **professional boxer.** Boxing was a business with him. People came to watch boxing **matches** and they paid money to see boxers **knocking** each other **out.** The winner took the prize.

Tom had often been a winner. But it was when he was younger. Now he was forty and he felt how **hard** it became to knock out his **partner** in the ring. He had no illusions about his future and he was sorry that he hadn't learned a trade* in due time. When he was about to leave the room Lizzy said: "Good **luck,** Tom. You must **beat** him."

"Yes, if I **win,** I'll get thirty pounds. If I **lose,** I'll get nothing — not even a penny for me to get home. Good-bye, Lizzy."

As he walked to the club he remembered his better days. Those had been times!

That night Tom King was **to fight** against Sandal from New Zealand. Sandal had everything to win the match. He was young, **strong** and **tireless.**

When Tom came to the club, a crowd of **fans** was waiting outside the door. **Inside,** on the way to the dressing-room, he met the secretary, a young man, who **shook** his hand.

"How do you feel, Tom?" he asked.

---

* **a trade** — *зд.* **ремесло**

"Fit as a fiddle*" King answered.

The **audience** applauded when Tom and Sandal appeared on the ring. They shook hands and immediately the fight started.

The first rounds were a success for Tom. He knew how to fight young boxers like Sandal. In the ninth round King **struck** three **blows** and each time Sandal fell on the floor. And each time **the referee counted** the ninth second before Sandal got up.

He had one **advantage** over Tom: it was his youth against Tom's experience. In the eleventh round Tom King felt he was **weakening** quickly. And with a bitter** feeling he remembered the piece of steak he had not had before the fight. Tom struck a blow but it wasn't heavy enough and not quick enough. He struck another blow but **nearly** fell down himself. Tom saw the **danger**. Sandal's blows were becoming harder and harder. Suddenly Tom felt **a sharp** pain. When he opened his eyes, he was in his corner. The audience was shouting and applauding Sandal. Tom had lost the match.

When Tom went out into the street he remembered his wife who was waiting for him. He would have to tell her he had lost. That was harder than any knock-out. He sat down on a bench and cried***.

(After Jack London)

B

Visiting the Stadium

Once Mr Bond invited Borisov to the Wembley **Stadium.**

Bond: It's a **perfect** day for football, isn't it?

Borisov: Yes, it's a beautiful day and I hope it will keep fine. Which **team** do you think will win? Liverpool or Nottingham Forest?

Bond: I'm Liverpool fan myself. But no matter who wins it will be a good **game,** I think.

Borisov: One of the teams is already on the **field.** Which team is that?

---

* fit as a fiddle — великолепно
** bitter ['bɪtə] — горький
*** to cry — плакать

Bond: That's the Liverpool team. I see that Digby, the **reserve centreforward,** is playing because Adams is ill. I hope he won't let the team down. He hasn't got the experience, of course, but I like his style of play.

Borisov: Look! The game is about to start. Here comes the referee.

Bond: Now they have started the game. Nottingham Forest is a pretty good team, they say, but I've been **supporting** Liverpool since my **college** years.

Borisov: Look, Mr Bond. Liverpool have the **ball** and they are going **to score.**

Bond: What a shame*! They have lost a good chance of scoring **a goal.** They are in pretty bad **shape** today.

Borisov: Don't get too excited, Mr Bond; it's only a game!

Mr Bond **was disappointed.** Liverpool lost the game to Nottingham Forest. In the first half the Liverpool team tried to score but every time they missed the goal and the game ended with a score of 3 : 1 in Nottingham Forest's **favour.**

SECTION A

Ex. 1. Read the text.

Ex. 2. Say what you have learned about:

1. Tom King's life in the past; 2. Sandal, Tom's partner in the match; 3. the match.

Ex. 3. Think and answer.

1. Was it easy for Tom to be a fighter at the age of forty? Why do you think so?
2. Why was it the hardest thing for Tom to tell his wife the truth?
3. Why is the story called "A Piece of Steak?"

SECTION B

Ex. 4. Read the dialogue.

Ex. 5. Say what you have learned from the dialogue about:

1. the match Mr Bond and Borisov saw; 2. popular English teams: Liverpool and Nottingham Forest.

---

* What a shame! — Как жаль!

Ex. 6. Think and answer.

1. Why did Mr Bond think that the game would be interesting?
2. Why did the Liverpool team lose the game to Nottingham Forest?

UNIT II

WORKING ON WORDS

to lose a game to smb.

Ex. 7. a) Read the model.

Spartak lost the match to **Dy \ namo.**

b) Say which team lost the match you saw last.

to disappoint — to be disappointed with smth.

Ex. 8. a) Ask and answer as in the model.

— How did you like **the film** you saw last \ night? — It disap \ pointed me because it was rather boring.

Prompts: 1. the new performance; 2. the book; 3. the new play; 4. the television programme; 5. the new comedy; 6. the concert; 7. the radio programme "Good Morning!"

b) Read the model.

I was disappointed with **the TV / variety show,** because it was not enter \ taining.

c) Say why you were disappointed with the new film (pop-music concert, detective film, ballet, opera, etc.).

Ex. 9 Translate into English.

1. ЦСКА — моя любимая хоккейная команда. Я болею за эту команду со школьных лет. 2. Вчера показывали интересный футбольный матч по телевизору. Московская команда "Спартак" встретилась с киевским "Динамо". К сожалению, моя любимая команда "Спартак" про-

играла игру киевской команде. 3. Игроки футбольной команды ЦСКА были в хорошей форме во вчерашнем матче и уже в начале первого тайма забили два гола. 4. Команда "Арарат" проиграла вчерашний матч со счетом 3 : 1 в пользу ЦСКА. 5. Мой друг увлекался хоккеем и сейчас играет центральным нападающим в команде за наше министерство. 6. Последний футбольный матч меня разочаровал, так как команда, за которую я болею уже более 10 лет, проиграла матч с большим счетом.

UNIT III

KEY STRUCTURES AND SPECIAL POINTS

Word-building

Ex. 10. a) Complete and translate.

use *n* + less = useless *adj*

1. home → ...
2. pain → ...
3. end → ...
4. help → ...

b) Complete the sentences.

1. In some countries many people have no job, no home; they spend nights outdoors; we can often see these ... people on park benches.
2. No sound was heard. The night was quiet and ...
3. At first the doctor wanted to tell his patient that there was no use in that treatment and that the medicines she had had were almost ... but he didn't.
4. This day seemed to have no end for us. We will never forget this ... day.

Articles

Ex. 11. Supply the articles where necessary.

1. There is ... new stadium in my district.
2. The construction of ... stadium was completed a year ago.
3. I had never been to ... Spartak stadium before.
4. Which team do you think will win? ... Spartak or ... Dynamo?

5. ... Central Army Club team lost ... game to ... Dynamo team in yesterday's match.
6. "What was ... score?" — "The game ended with ... score of 5 : 2 in Spartak's favour."
7. ... score of yesterday's football match was 5 : 3 in favour of ... Central Army Club.

Tense and Voice

Ex. 12. a) Supply the correct forms of the verbs.

The Football Match

Outside the Ground

Programme seller: Souvenir* programmes! Photos of all the players! Get your Souvenir programmes for the big match!

Kate: What a big crowd of people! It always (to be) like this?

Jack: Yes, when a big match (to hold). You'd better (to be) close to me. I (not to want) to lose you in the crowd.

Kate: Dont't worry about me. I (to keep) close. We (to get) good seats, Jack?

Jack: Not the best, I (to be) afraid. I (to be) sorry, Kate, but we (to have to stand) all the time. I possibly (can't, to get) seats in the stand.

Inside the Ground

Kate: Jack, I (to be) sorry but I (not to know) the first thing about football.

Jack: That (to be) all right, dear. What would you like to know?

Kate: First of all, I'd like to know who (to play) today.

Jack: We (to play) against the Spanish national team. They (to be) very good, indeed, particularly their forward. I (to hear) he (to be) in perfect form. I (not to think) we (to have) much chance of winning.

Kate: And who (to be) the leading player in England's team?

---

* souvenir ['su:vəniə] — сувенир

Jack: Bobby Charlton. But he (not to play) today. He (to injure*) in a match against Italy. He (to be) one of the best footballers I (to see) ever. But our best goalkeeper** (to be) here. He (can, to save) us.

Shouting: England! England! Come on! Come on!

Kate: It (to sound) as if the whole of England (to be) here?

Jack: A goal! What a perfect goal! We (to score) a goal and the goal (to score) by my favourite team.

Kate: I never (to see) anything so exciting in my life.

b) Say what you have learned about:

1. Kate's first impressions of the football match; 2. the tems who played in this match; 3. the chances of England's team.

Prepositions

Ex. 13. a) Supply the prepositions where necessary.

Tom: Did you go ... the stadium to watch the game yesterday?

John: I certainly did.

Tom: How did the game end?

John: Liverpool won, of course.

Tom: ... what score?

John: The score was 3 : 1 ... favour ... Liverpool.

Tom: How did the game go?

John: ... the beginning ... the game everything went all right. The first half ended in a draw.***... the second half Chelsea missed a chance ... scoring a goal and their goal-keeper missed three goals.

Tom: But he is a good goal-keeper, isn't he?

John: Yes, but Liverpool were ... the best shape that day, that's why the Chelsea team lost the game ... Liverpool.

Tom: What a shame! I think the fans were disappointed ... the match, weren't they?

John: Yes, certainly.

---

* to injure ['indʒə] — повредить, ушибить

** goal-keeper ['goul,ki:pə] — вратарь

*** in a draw [drɔ:] — вничью

b) Say what you have learned from the dialogue about the match between the Liverpool and the Chelsea teams.

Miscellaneous

Ex. 14. Choose and use.

so, such

1. You shouldn't have said ... a thing.
2. It was ... an interesting exhibition that I went there twice.
3. The team was in ... a bad shape that they missed three goals at the beginning of the match.
4. He has never seen ... a crowd at a hockey match before.
5. Football in England is ... popular that a schoolboy can tell you the names of players of popular teams.
6. I don't recommend you to see the new serial, it is ... boring.

UNIT IV

SPEECH EXERCISES

Ex. 15. a) Read the dialogue.

Remember: a test match — отборочный матч

Alan came to Great Britain from the USA to study at Oxford. He often spent his weekends together with his friends. Once Alan was invited to John's house and they talked about sports the whole evening.

Alan: What's your favourite sport, John?

John: I prefer soccer*, of course, but like** most of us, I've become a viewer rather than a participant. I watch a soccer match nearly every Saturday afternoon, both at the local stadium or on TV. What about you? Do you play football?

Alan: I'm afraid not. You know it's our most popular game, but I've never liked it, not even at school and do you watch the Cup Final*** and the big international matches?

---

* soccer (['sɔkə] амер. — футбол

** like — подобно

*** the Cup Final ['kʌp 'fainəl] — финал кубка

John: Oh, yes, of course. But my favourite game is cricket* I still play at the local club.
Alan: It's a very English game, isn't it?
John: Yes. Do you watch the **Test Matches.** They're very exciting.
Alan: Yes, I watch them on TV like every one else. I should say all sports events are widely reported now.
John: Yes, sport has become a world-wide activity**

b) Say what you have learned from the dialogue about:

1. Alan's favourite sport: 2. John's favourite game.

c) Think and answer.

1. Why are big sports events widely reported now?
2. Why has sport become a world-wide activity?

Ex. 16. a) Read the poster.

Note the new words: **div.** = division — группа
(v) = versus ['vəːsəs] — против
kick-off — начало игры
Res. = **Reserves** — запасные игроки (дублирующий состав)

This poster is outside the Newcastle United Football stadium, and shows information on two matches.

FOOTBALL LEAGUE DIV. I

NEWCASTLE UNITED

versus

DERBY COUNTRY

at St James' park

WEDNESDAY 28th FEBRUARY 1978

KICK—OFF 7—30 P.M.

next home match — Saturday 3rd March 1978

NEWCASTLE U. RES. central league | MANCHESTER U.RES kick—off 8.00 p.m.

b) Answer the following questions:

1. What kind of poster is it?
2. When is the first football match to be held?
3. Where will Wednesday's match take place?
4. What teams will play in the match on Wednesday?
5. Will the same Newcastle team play both on Saturday and Wednesday?

---

* cricket ['krikət] — крикет
** activity [æk'tiviti] — деятельность, активность

c) **Your English friend wants you to come with him to watch a football match.**

æAsk who is playing, when and where the match is to take place.

Ex. 17. a) Read the newspaper clipping.

Note the pronunciation: Neurosurgical Institute ['njuːrə'sɜːdʒɪkəl 'ɪnstɪtjuːt]

Back to Sport — as a Journalist

In 1974 Kent Waldrip, a popular American football player, was paralysed by a serious injury*.

An operation and long treatment in the United States didn't help him and the doctors said he would never again be able to walk.

Once his parents read in the magazine "Soviet Life" a report on the case of another American, who had been paralysed by an even worse injury.

After an operation at the Polenov Neurosurgical Institue in Leningrad, the doctors told him he would probably never be able to dance, but he would be able to walk, do things at home, and even drive a car.

And so Kent was on his way to the USSR.

Specialists at the institute studied Kent's case history and agreed that an operation would be useless.

The doctors tried other ways. They gave him a special treatment in a pressure chamber**, necessary medicines and exercises.

The result was great. After four years in bed, he was able to stand on his own feet, and with the help of special devices*** took his first steps****.

"Before I came to the Soviet Union," says Kent, "I'd tried to work out exercises for myself, but with very little success. The Russian doctors worked out a programme which I've learned how to use. They're wonderful."

Kent wants to write a book about sport — the pleasure it gave him at first and the way it changed his life.

"Sport's now making my life interesting again. And

---

* injury ['ɪndʒərɪ] — повреждение, ушиб
** pressure chamber — камера высокого давления
*** device [dɪ'vaɪs] — приспособление, аппарат
**** a step — шаг

in my book I shall say how grateful I am to the Russian doctors."

The Polenov Institute has saved hundreds of lives, and not only of the Soviet people. It has had patients from Australia, Canada, Western Germany, Greece and the United States, as well as from other countries.

b) Say what you have learned from the newspaper clipping about:

1. Kent Waldrip's treatment at the Polenov Institute:
2. the Polenov Institute.

c) Think and answer.

1. Why did Kent Waldrip want to return to sport?
2. Why do Soviet doctors help people from different countries of the world?

Ex. 18. Give your viewpoints:

1. Hockey is very popular in the Soviet Union and only this game has a lot of fans in our country.
2. Women show the same interest in sports as men.
3. The first blow is half the battle.

Ex. 19. Act out dialogues on the basis of the following assignments:

1. Receive Mr Lloyd at your office. Speak about Mr Lloyd's favourite kind of sport. Mr Lloyd is interested in your goods. Speak about the quality, the quantity of the goods he is going to buy and terms of shipment and delivery.
2. Mr Green who is interested in buying compressors from you has come to your office. Speak about the hockey match you saw last. Discuss terms of payment and terms of shipment with him.
3. You are interested in the machine-tools of Bell & Co. Meet Mr Bell and speak about the football match you saw last. Discuss the price and the guarantee period. You would like the guarantee period to be extended. Give your reasons.

Ex. 20. Speak on the topics.

1. Your favourite kind of sport.
2. Sport in the Soviet Union.
3. The football (hockey) match you saw last.

Ex. 21. Write about the latest football (hockey) match you saw on television.

UNIT V

VOCABULARY

1. **alone** [ə'loun] *adj* — *один*
   to be alone — быть одному
   to leave smb. alone — оставлять кого-л. в покое
2. **professional** [prə'feʃənl] *adj* — профессиональный
3. **boxer** ['bɔksə] *n* — боксер
4. **match** [mætʃ] *n* — матч
   football / hockey match
5. **to knock** [nɔk] *v* — ударять, бить
   to knock smb. out — нокаутировать, побеждать
6. **hard** [ha:d] *adj* — трудный, тяжелый, сильный
   hard | **blow** / **times** / **problem** / **life** / **winter**, *etc.*
7. **partner** ['pa:tnə] *n* — участник, партнер
   partner in (of) smth.
   e.g. They were partners in business.
8. **luck** [lʌk] *n* — удача, счастье
   e.g. I never have any luck. — *Мне никогда не везет*
   Good luck! — Удачи вам!
9. **to beat (beat, beaten)** [bi:t, bi:tn] *v* — бить, ударять
   e.g. He was beaten in yesterday's hockey match.
10. **to win (won, won)** [win, wʌn] *v* — выигрывать, побеждать
    to win | **the game** / **the prize** / **the money**
11. **to lose (lost, lost)** [lu:z, lɔst] *v* — проиграть
    e.g. Yesterday Spartak lost the game to Dynamo.
12. **to fight (fought, fought)** [fait, fɔ:t] *v* — бороться
    to fight against smb. — *бороться против кого-л.*
    e.g. Tom was to fight against Sandal.
13. **strong** [strɔŋ] *adj* — *сильный*
    strong | **man** / **character** / **country**
14. **tireless** ['taiəlis] *adj* — неутомимый, неустанный
    tireless fighter
15. **fan** [fæn] *n* — болельщик
    Spartak fan
16. **inside** [in'said] *prep* — внутри
    inside | **the house** / **the box**

17. **to shake (shook, shaken)** [ʃeɪk, ʃuk, ʃeɪkən] *v* — трясти

to shake { **clothes** / **trees** }

to shake hands with smb. — пожать руку, поздороваться с кем-л.

18. **audience** ['ɔ:djəns] *n* — зрители, публика, аудитория

e.g. The English audience is (are) always impressed by the Soviet ballet performances.

Со словом **audience** глагол-сказуемое может иметь форму как единственного, так и множественного числа.

19. **to strike (struck, struck)** [straɪk, strʌk] *v* — ударять

to strike a blow — нанести удар

20. **blow** [blou] *n* — удар

e.g. It was a heavy blow to him.

21. **referee** [ˌrefə'ri:] *n* — спортивный судья

22. **to count** [kaunt] *v* — считать, сосчитать

to count { **days** / **money** / **things** }

e.g. I'll count to three. — Я сосчитаю до трех.

23. **advantage** [əd'vɑ:ntɪdʒ] *n* — преимущество

advantage over smth.

e.g. The new plan has one great advantage over the old one.

to take advantage of { **an offer** / **an opportunity** } — воспользоваться предложением [возможностью

24. **to weaken** ['wi:kən] *v* — слабеть

25. **nearly** ['nɪəlɪ] *adv* — 1. почти, около

e.g. It's nearly 5 o'clock now.

I nearly forgot to do it. — 2. чуть не

26. **danger** ['deɪndʒə] *n* — опасность

real / **possible** / **great** } **danger**

in danger — в опасности

out of danger — вне опасности

27. **sharp** [ʃɑ:p] *adj* — резкий, острый

sharp { **pain** / **pencil** }

28. **stadium** ['steɪdɪəm] *n* — стадион

to go to the stadium

e.g. The other day I saw a football match between Spartak and Dynamo at the Spartak stadium.

С названиями стадионов употребляется определенный артикль.

29. **perfect** ['pə:fikt *adj* — прекрасный
perfect | **day** / **place** / **work** / **person**

30. **team** [ti:m] *n* — команда (спортивная)
perfect / **football** | **team**
e.g. The Spartak team were (was) playing in red shirts.

Со словом **team** глагол-сказуемое имеет форму как единственного, так и множественного числа.

31. **game** [geim] *n* — игра
winter games
Olympic games — Олимпийские игры
32. **field** [fi:ld] *n* — поле
to be on the field
33. **reserve** [ri'zə:v] *adj* — запасной
reserve | **player** / **centre forward**
34. **forward** ['fɔ:wəd] *n* — нападающий (в футболе)
centre forward — центральный нападающий
reserve centre forward — запасной центральный нападающий
35. **to support** [sə'pɔ:t] *v* — поддержать
to support a team — болеть за команду
36. **college** ['kɔlidʒ] *n* — колледж, институт
agricultural / **medical** | **college**
e.g. He goes to medical college. — Он учится в медицинском институте.
37. **ball** [bɔ:l] *n* — мяч
38. **to score** [skɔ:] *v* — выигрывать, набирать очки
to score a goal — забить гол
39. **score** *n* — счет
a score of 3 to 1 — счет 3 : 1
with a score of 3 to 1 — со счетом 3 : 1
40. **goal** [goal] *n* — гол
41. **shape** [ʃeip] *n* — форма
to be in | **bad** / **good** | **shape**
42. **to disappoint** [,disə'pɔint] *v* — разочаровать, не оправдать надежд
e.g. That film disappointed us.
to be disappointed with smth (smb.)
e.g. I was disappointed with the match I saw last.
43. **in smb's favour** ['feivə] — в чью-л. пользу
e.g. The game ended with a score of 5 : 2 in Spartak's favour.
44. **a test match** — отборочный матч

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Учебная литература

УЧЕБНИК АНГЛИЙСКОГО ЯЗЫКА ДЛЯ ДЕЛОВОГО ОБЩЕНИЯ

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