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Методические указания для практических занятий по иностранному языку для обучающихся на факультете экономики и менеджмента по направлениям подготовки: 38.03.01 Экономика, 38.03.02 Менеджмент, 38.03.03 Управление персоналом, 38.05.01 Экономическая безопасность, 39.03.01 Социология соответствуют федеральному государственному образовательному стандарту высшего образования.

Цель методических указаний – изучение и повторение грамматики, освоение базовой терминологии на основе грамматических клише, позволяющих принимать участие в устном общении на английском языке в объеме, предусмотренном программой, а также подготовка будущих специалистов к международному профессиональному общению на английском языке по широкому профилю специальности.

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Unit 1.

THE ARTICLE

1. Fill in the blanks with definite or indefinite articles.

Jim, ___ old friend of mine, used to work in downtown Los Angeles. He had ___ good job in one of ___ biggest law firms in ___ city. He was ___ honest, hard-working lawyer, but he hated his job. So he decided to quit, and to become ___ surfer instead. Now Jim spends his days surfing ___ waves of Malibu. It isn't ___ easy life, but it makes him happy. Soon after he quit his job, Jim met ___ beautiful surfer named Jenny. After they went out for ___ couple of months, they decided to get married.

2. Fill in the blanks with definite or indefinite articles where it is necessary.

Ten months ago Peter and Sarah Moore came back to (1) United Kingdom from (2) ___ States, where they had run (3) ___ language school for (4) ___ immigrants for (5) ___ last seven years. When (6) ___ couple moved into their old house they got (7) ___ chance to create (8) ___ completely new interior. They decided to design (9) ___ kitchen they always wanted, with (10) ___ large window, (11) ___ double oven, as they are both (12) ___ very keen cooks, and (13) ___ traditional, country-style cupboards. (14) ___ budget wasn't huge so they couldn't afford to hire (15) ___ architect to design (16) ___ interior. They did everything themselves – Peter painted (17) ___ walls pale green using (18) mixture of different paints, Sarah found (19) ___ furniture and kitchen equipment in (20) ___ department stores and (21) ___ second-hand shops. (22) ___ final result is impressive – (23) ___ airy, spacious room with a lot of natural light. (24) ___ kitchen is now (25) ___ heart of their home and (26) ___ family just love it.

3. Fill in the blanks with the articles where it is necessary.

1. In ... United States of ... America ... national language is ... English. Four hundred years ago ... some English people sailed to ... North America, and they brought ... English language to ... new country. Now in ... USA people speak ... American English. Many ... worlds are ... same in ... American and in ... British English.

2. One of ... first novels in ... history of ... literature was written in ... England in ... 1719. It was .., "Robinson Crusoe" by Daniel Defoe Daniel Defoe was born in ... London in ... family of ... rich man. When he was ... schoolboy, he began to write ... stories. At ... age of ... sixty he wrote novel

"Robinson Crusoe". ... novel made him famous.

3. All ... world knows William Shakespeare as ... one of ...greatest poets and ... playwrights. He was born in ... small town of Stratford-upon-Avon in ... England. He grew up in ... large family. Not much is known of ... Shakespeare's family and his life. He became ... actor and soon began to write ... plays for his company.

4. Translate into English.

1. Он всегда говорит очень тихо. 2. На днях я случайно встретила Нину. 3. Если Вы так ответите, он придёт в ярость. 4. По правде говоря, я не поняла, почему она обиделась. 5. Он читает с утра до ночи. 6. Мы всегда заставляли его за работой. 7. Он даже не потрудился встретить нас на вокзале. 8. Мы уже можем читать Диккенса в оригинале. 9. Мой брат хорошо играет на скрипке. 10. Вы по ошибке принесли не тот журнал. 11. Они любили путешествовать морем и пешком. 12. Он постоянно был в долгах. 13. Рада (просто удовольствии) видеть тебя. 14. Она вела хозяйство своего овдовевшего брата. 15. Я наткнулся на эту книгу совершенно случайно.

Unit 2.

THE NOUN

1. Read the following nouns first in the singular and then in the plural:

1. bag, dog, bird, verb, pan, hen, spoon, noun, room, ring, thing, evening, song, girl, apple, table, article;

2. tree, pie, cow, fly, lady, baby, teacher, letter, mirror, berry, play, toy, city;

3. cake, snake, fork, map, lamp, hat, clock, rat, coat, goat, skirt, shirt, plant, jacket, object, attribute;

4. shelf, leaf, knife, wife, roof, chief, handkerchief;

5. bus, class, glass, dress, piece, slice, horse, house, rose, nose, blouse, box, fox, match, bench, bridge, cage, cottage, bush;

6. man, woman, child, foot, tooth, goose, mouse, ox, fish, trout, fruit, swine, mouse, louse, deer, sheep;

7. phenomenon, crisis, stimulus, formula, axis, thesis, criterion.

2. Use the nouns in the brackets in the Possessive Case.

1. my (nephew) dog; 2. (Julie) new boyfriend; 3. the (men) room; 4. my (sister-in-law) husband; 5. the (women) leader; 6. the (officers) residence; 7. for (goodness) sake; 8. (Jesus) resurrection; 9. the (prince) palace; 10. my (brother-in-law) new automobile; 11. (Clinton) saxophone; 12. the (children) toys; 13. a (three-hour) drive; 14. the (labourers) union; 15. (Burns) employees; 16. (Beethoven) 9th symphony; 17. (Mr. Daniels) yacht; 18. (Aristotle) work; 19. (Bush) daughter;

3. What do we call these things and people? Use the structure noun + noun.

1. A ticket for a concert is a concert ticket.
2. A magazine about computers is _____
3. Photographs taken on your holiday are your _____
4. Chocolate made with milk is _____
5. Somebody whose job is to inspect factories is _____
6. A hotel in central London is _____
7. The results of your examinations are your _____
8. The carpet in the dining room is _____
9. A scandal involving a football club is _____
10. A question that has two parts is _____
11. A girl who is seven years old is _____

4. Translate into Russian.

a tennis ball; a bank manager; a television producer; a road accident; income tax; the city centre; a television camera; language problems; a vegetable garden; a television programme; apple juice; trade talks; consumer goods; food sales; exchange rate; wheat consumption; flax production; power station equipment; cane sugar; sugar cane; coal supply situation; a television studio

Unit 3.

THE PRONOUN

1. Write down the sentences choosing the suitable pronouns from the ones given in the brackets.

1. (I, me, my) parents are old people. (They, them, their) are retired. (They, them, their) have a house in the country. (They, them, their) house is small. (I, me, my) usually go to see (they, them, their) on Sunday. 2. (I, me, my) brother and (he, him, his) family live in Kiev. Sometimes (I, me, my) go to Kiev and see (they, them, their). 3. (We, us, our) students study a lot. (They, them, their) have four lessons every week. (They, them, their) lessons begin at 8 o'clock in the morning. At the lessons (they, them, their) teacher asks (they, them, their) a lot of questions and the students answer (they, them, their). 4. (I, me, my) elder sister has a new flat now. (She, her) flat is very good. (She, her) likes (it, its) very much.

2. Fill in the gaps with the suitable form of possessive pronouns.

1. Tell him not to forget _____ ticket; she mustn't forget _____ either. 2. Whose books are those? Are they _____ or _____? 3. I see that he has lost pencil; perhaps you can lend him _____? 4. Lend them _____ dictionary; they have left _____ at home. 5. My trunk is heavier than _____. 6. We've taken dictionaries; has she taken _____? 7. Those seats are not _____, they are _____. 8. This does not look like _____ book, it must be _____.

3. Insert some/any/no, where it is necessary.

1. We haven't got... milk. We can't make an omelette. 2. Bob always likes... sugar in his coffee. 3. Poor Oliver was hungry. He wanted... bread. 4. They haven't got... stamps. I can't post my letter. 5. He has got... money. He can't spend his holidays in Switzerland any more and stay at luxury hotels. 6. There are... schools in this street. 7. Are there... pictures in your book? 8. There are... flowers here in winter. 9. I can see... children in the yard. They are playing. 10. Are there... new buildings in your street? 11. There are... people in the park because it is cold. 12. I saw... boys in the garden, but Mike was not among them. 13. They brought... good books from the library. 14. Give me... tea, please, I am thirsty. 15. Dinner was not yet ready, so she gave the children... bread and butter because they were hungry.

4. Insert something/anything/nothing/everything, where it is necessary.

1. My husband taught our son... he knows. 2. Her patient has a bad memory. She can't remember... . 3. I think there is ...wrong with my watch. 4. We've got... to eat. We've got only ...to drink. 5. The student didn't understand... because she heard 6. Does he know... about computers? — Yes, he knows... because he is the best specialist in computer science at Harvard University. 7. He felt ...terrible. He couldn't do ...else. 8. ...is all right, the patient is much better today. 9. Is there... interesting in the programme of the concert? 10. I could see... : it was quite dark. 11. Give me... to drink. 12. I didn't take any money with me, so I couldn't buy ...13. My new eyeglasses are very good, I can see ...now. 14. I saw ...near the wood that looked like a tent.

5. Fill in the gaps with suitable indefinite pronouns.

1. We haven't ...black stockings (no, any). 2 They have ...red boots, Kate (any, no). 3. I don't want ...today, thank you (nothing, anything). 4. "I haven't got... clean exercise books, Mother," said the boy (any, no). 5. "We shall not buy ...in this shop, children," said the mother (nothing, anything). 6. Didn't you buy ...potatoes yesterday (any, no)? 7. I didn't see ...in the street when I went out (anybody, nobody). 8. We did not play... games in the yard because it was raining all day long (no, any). 9. There is ...at home (anybody, nobody). 10. How much did you pay for these boots? — I didn't pay ...(nothing, anything). They are a present from my grandmother. 11. Have you lost... (anything, nothing)? — No, nobody here has lost ...(nothing, anything).

6. Translate from Russian into English.

1. Оба фильма были скучными. 2. Я знал обеих девушек. 3. Я знал обеих этих девушек. 4. В этом заинтересованы как Иран, так и Израиль. 5. В этом не заинтересованы ни Иран, ни Израиль. 6. Никто из нас не знает, чем всё закончится. 7. Я хочу выучить либо испанский, либо французский. 8. Любой из нас может это сделать.

7. Find a mistake in each sentence and correct it.

1. Each of the companies claims their products will outlast its competitors.
2. The recording equipment and their carrying case were never put back in their proper place.
3. His family was shocked when James killed themselves.
4. That chain of discount stores will lose customers if it doesn't improve their service department.
5. The New York Times, renowned for their news coverage, recently increased its readership.
6. Neither the students nor their teacher was happy with his test grades.

7. Just offstage stood the conductor and its assistants with their equipment.
8. The secretary put the letter back in her envelope and filed it.
9. Unlike his predecessor, the president feels it is in their country's best interest to reduce taxes.
10. Alaska's North Slope has found itself full of geologists and its seismic equipment.

Unit 4.

THE ADJECTIVE AND ADVERB

1. Choose between the adverb and the adjective given in brackets to complete the sentences.

1. It is (correct/correctly).
2. Spell the word (correct/correctly).
3. You know it (well/good).
4. Of course it is (well/good).
5. It is (cold/coldly) in the room.
6. Don't look so (cold/coldly) at me.
7. I can do it (easy/easily).
8. I always worry if you come home (late/late).
9. You are tired. You mustn't work so (hard/hardly).
10. She looks (wonderful/wonderfully) in that new dress.
11. I can't hear the actors (well/good) from the last row.
12. I think it a (real/really) good play.
13. This soup makes me feel (bad/badly).
14. The actress is speaking (soft/softly), but I can hear her (clear/clearly).
15. The roses will (sure/surely) smell (sweet/sweetly).
16. The victim of the accident looked (helpless/helplessly) across the road.

2. Give the comparative and the superlative degree of the following adjectives.

thin, joyful, yellow, free, comfortable, polite, shy, dry, just, recent, free,

narrow, deep, wicked, right, real, sweet, grey, complete, glad, happy, strong-willed, good-natured, wide-spread, far-fetched, kind-hearted, broad-minded, well-known

3. Use the suitable form of the adjectives given in the brackets.

1. Kate is (young) than Mary. 2. John is the (clever) boy in the class. 3. The weather is (dull) today than it was yesterday. 4. London is one of the (big) cities in the world. 5. This sentence is (difficult) than the first one. 6. My dog is as (good) as yours. 7. His dog is (good) than yours. 8. Her dog is the (good) of the three. 9. The cat is much (happy) in her new home. 10. My cold is (bad) today than it was yesterday. 11. This mountain is the (high) in Europe. 12. This piece of homework is as (bad) as your last one. 13. This piece of homework is (bad) than your last one. 14. This piece of homework is the (bad) you have ever done. 15. Richard is not as (tall) as Tom. 16. Tom is (tall) than Richard. 17. Tom is the (tall) boy in the class. 18. Athens is (far) from London than Rome is. 19. Jack is (rich) than Richard, but I don't think he is (happy) than Richard. 20. Summer is (warm) than winter.

4. Translate into English.

1. Последний поезд прибывает в полночь. 2. Моя старшая сестра на два года старше меня. 3. Этот текст гораздо труднее, чем тот, который мы переводили на днях. 4. Комната хорошая, но всё же не такая хорошая, как мне бы хотелось. 5. Я не так молод, как Вы. 6. Этот мальчик — старший сын моего старейшего друга. 7. Скажите, пожалуйста, где ближайшая остановка автобуса. 8. Ждите дальнейших распоряжений. 9. Эта проблема не так серьезна, как Вам кажется. 10. Ваша сестра очень талантлива. Пожалуй, самая талантливая из молодых художников. 11. Сибирь — один из самых богатых районов нашей страны. 12. Нам нужен стол поменьше, так как комната небольшая. 13. Вам нужны обои посветлее, тогда ваша комната будет не такой мрачной. 14. Я читала обе статьи. Первая значительно занимательнее второй. 15. Ей столько же лет, сколько мне, хотя она и выглядит значительно моложе. 16. Чем внимательнее Вы будете выполнять задания, тем успешнее будет ваша учеба. 17. Чем труднее задача, тем больше времени занимает её решение.

Unit 5.
THE NUMERAL

1. *Read and write the following cardinal numerals.*

1. 3; 13; 30; 4; 14; 40; 5; 15; 50; 2; 12; 20; 8; 18; 80.
2. 21; 82; 35; 44; 33; 55; 96; 67; 79; 41; 53; 22.
3. 143; 258; 414; 331; 972; 205; 101; 557; 999; 313.
4. 1,582; 7,111; 3,013; 5,612; 2,003; 9,444; 4040.
5. 15,500; 57,837; 45,971; 92,017; 65,331; 11,443.
6. 235,142; 978,218; 106,008; 321,103; 627,344; 552,331.
7. 1,352,846; 4,125,963; 35,756,394; 257.382,761.

2. *Form, read and write ordinal numerals from the following.*

1. 7; 4; 8; 9; 5; 12; 3; 2; 1; 13; 15; 11; 10.
2. 20; 21; 30; 32; 40; 43; 50; 54; 60; 75; 80; 98.
3. 100; 120; 125; 200; 230; 231; 300; 450; 563; 892.

3. *Read and write out in words the following common and decimal fractions.*

1. $\frac{7}{15}$; $\frac{2}{3}$; $4\frac{1}{7}$; $\frac{1}{2}$; $7\frac{5}{12}$; $\frac{1}{3}$; $30\frac{3}{7}$; $\frac{1}{4}$; $2\frac{3}{5}$; $7\frac{2}{7}$; $5\frac{2}{10}$;
2. 3.5; 2.34; 12.3; 52.51; 0.1; 0.25; 0.302; 132.054; 5.37.

4. *Use in the sentences given below either the cardinal or ordinal numeral of the numbers in brackets. Use the given patterns.*

Pattern: 1. There are (5) roses in the vase. – ***There are five roses in the vase.***

2. It was his (2) visit to the doctor. – ***It was his second visit to the doctor.***

1. There are (10) students in his group. 2. It's (5) o'clock already. 3. It is (7) of December today. 4. Read text (2). 5. Find (3) sentence. 6. She is (21) today. 7. It is their (15) wedding anniversary. 8. (2) years passed quickly. 9. – Will you

have (2) cup of tea? – No more, thank you. 10. You are like (2) family for me. 11. (2) is a company, and (3) is a crowd. 12. (3) years later (4) child was born to him. 13. Find file (4) and take it to (14) room. 14. They got flat (6) on (3) floor in house (40). 15. My birthday is on (20) of July.

5. Translate the sentences into English.

A. 1. Мы читаем урок шестой, упражнение пятое. 2. Джон пишет сегодня четвертое письмо. 3. Сегодня одиннадцатое декабря. 4. Вчера было девятое января 2016 года. 5. Джек должен выучить сорок семь слов. 6. Сегодня шестьсот двадцать третий день с начала шоу. 7. Джейн родилась в 1990 году. 8. Это была вторая попытка Джеймса сдать этот экзамен. 9. Джейн выполнила восьмое упражнение. 10. Любимое число Роберта – семнадцать. 11. Мама Джейн купила двадцать восемь апельсинов. 12. У моей кухни только одна квартира. 13. Существуют три пути к его дому.

B. 1. Мой дом – третий справа. 2. Упражнение десять – на тринадцатой странице. 3. Предложение шесть неверно, а вот седьмое правильно. 4. Мне не понравилась первая серия фильма, вторая – гораздо лучше. 5. Четверка – это хорошая оценка. 6. Прошел месяц, затем второй, потом третий, а вестей все не было. 7. День рождения моего папы – 8 Марта. А ваш? 8. Третий лишний. 9. Комната тридцать находится на третьем этаже. 10. Встреча состоится в два часа на втором этаже в комнате номер три. 11. Первое и третье тестовые задания были легкими. 12. Их первый выбор был лучшим. 13. Барбаре необходимо шесть ингредиентов для ее торта.

Unit 6.

To be , to have, there + to be

1. Explain the use of the verb to be in the sentences below and translate them into Russian.

1. They were at home last night. 2. He is a well known scientist. 3. They are to leave Moscow to-night. 4. The children were walking down the street. 5. She is an experienced teacher. 6. The letter will be posted at once. 7. He is in Kiev now. 8. We were to part that day. 9. The letter was written by the secretary. 10. They were to have arrived at seven o'clock. 11. The purpose of his visit was to negotiate for the purchase of timber.

2. Translate into English.

1. Ее нет здесь сейчас, она дома. 2. Его не было дома вчера вечером. 3. Он один из лучших врачей нашей больницы. 4. Его задача заключается в том, чтобы собрать материал по этому вопросу к 1 июня. 5. Он находится сейчас в Крыму. 6. Она будет там в пять часов. 7. Пароход должен придти в 6 часов вечера. 8. Его брат инженер. 9. Я должен был встретиться с ним в 8 часов вечера. 10. Он будет рад вас видеть.

3. Explain the use of the verb to have in the sentences below and translate them into Russian.

1. She has come home. 2. He has a large family. 3. We have to leave home early, in the morning. 4. He had the letter typed. 5. He has dinner at home. 6. They had to complete their work on Monday. 7. We shall have plenty of fruit in the autumn. 8. He will have read the story by ten o'clock. 9. They will have the book you need in 5 days. 10. She was having a bath when the telephone rang. 11. By noon he had had an unpleasant talk with the manager, and had to complete the work he had been doing since Friday, while others were having a rest.

4. Translate into English.

1. У меня нет ее адреса. 2. У меня был вчера очень интересный разговор с профессором Д. 3. У него есть очень интересные книги. 4. Я должен буду пойти туда еще раз. 5. У нас завтра будет собрание. 6. Я должен вставать теперь очень рано. 7. Вы вчера обедали в ресторане? 8. Есть ли у вас красный карандаш? 9. У меня не было времени навестить его вчера. 10. Нужно ли вам идти в библиотеку сегодня? 11. Вам надо отдохнуть. 12. В котором часу Вы обычно обедаете? 13. Они зашли в кафе перекусить.

5. Paraphrase according to the pattern using suitable forms of the verb to have.

Pattern: There are no books in his bag. – *He has no books in his bag.*

1. There is no TV-set in his room.
2. There are no mistakes in his dictation.
3. There is no garden near his house.

4. There are no pictures in her room.
5. There are no French books in her library.
6. There is no English newspaper on her table.
7. There is no coffee in my cup.
8. There is no telephone in my flat.
9. There are no maps on the walls of our classroom.
10. There is no sugar in Peter's tea.

6. Translate into English using *there is /there are*; pronouns *any, some, no* and words formed from them.

1. В вашей семье есть дети? 2. На улице много народу. 3. В кувшине нет молока. 4. За вашим домом есть сад? 5. За вашим садом есть площадь, не так ли? 6. В вашем городе есть парки? 7. У вас есть вопросы? 8. На столе около окна стоят часы. 9. На полке мои книги и тетради. 10. В моем столе ничего нет. 11. В этом журнале есть что-нибудь интересное? 12. Что там на столе? Там стоит чашка и три стакана. 13. Есть кто-нибудь в соседней комнате? 14. На столе есть соль, но мало. 15. Времени нет.

Unit 7.

The Present Simple Tense

1. Put the verb in the brackets into the correct form of the Present Simple.

1. Ann ...*doesn't drink*... (not/drink) tea very often.
2. What time (the library/close) here?
3. I've got a computer, but I..... (not/use) it much.
4. Where..... (your friend/come) from? He's British.
5. What..... (you/do)? I'm a tutor.

2. Translate into English.

1. Моя семья обычно обедает в ресторане.
2. Наши друзья всегда пьют кофе на завтрак.
3. Днём у неё масса работы.
4. Я занимаюсь английским по вечерам.
5. Мы никогда не едим мясо.

3. Complete the sentences by putting in the verbs. Use positive or negative meanings of the Present Simple.

Model: Claire is very sociable. She knows (know) lots of people. We've got plenty of chairs, thanks. We don't want (not/want) any more.

1. My friend is finding life in Paris a bit difficult. He (not/speak) French. 2. Most students live quite close to the college, so they (walk) there. 3. I've got four cats and two dogs. I (love) animals. 4. No breakfast for Mark, thanks. He (not/eat) breakfast. 5. What's the matter? You (not/look) very happy.

The Past Simple Tense

1. Complete the sentences with the Past Simple tense of the verbs in the brackets.

1. The boys (whisper) secrets to each other.
2. Uncle Ben (hurry) to catch his bus.
3. We (return) our books to the library.
4. She (kiss) the frog and it (change) into a prince.
5. Someone (tap) me on the shoulder.

2. Translate into English.

1. Мой отец родился в 1975 году.
2. Когда мне было 7 лет, я пошёл в школу.
3. Все наши друзья хорошо окончили школу, поступили в университет, нашли вечернюю работу.
4. Летом мы ездили отдыхать на юг.
5. Где ты был вчера?

3. Complete the conversation. Put in the past simple negatives and questions.

Model: Claire: **Did you have** (you / have) a nice weekend in Paris?

Nick: Yes, thanks. It was good. We looked around and then we saw a show. (we / not / try) to do too much.

Claire: What sights (you / see)?

Nick: We had a look round the Louvre. (I / not / know) there was so much in

there.

Claire: And what show (you / go) to?

Mark: Oh, a musical. I forget the name. (I / not / like) it.

Claire: Oh, dear. And (Sarah / enjoy) it?

Mark: No, not really. But we enjoyed the weekend. Sarah did some shopping, too, but (I / not / want) to go shopping.

The Future Simple Tense

1. Put in will ('ll) or won't.

Model: Can you wait for me? I ...**won't**... be very long.

1. There is no need to take an umbrella with you. It.....rain.
2. If you don't eat anything now, you be hungry later.
3. I'm sorry about what happened yesterday. It happen again.
4. I've got some incredible news! You never believe what happened.
5. Don't ask Amanda for advice. She know what to do.

2. Complete the sentences with will(,ll)+ the following verbs: pass / be / come / get / like / look

Model: Don't worry about exam. I'm sure you ...'ll pass... it.

1. Why don't you try on this jacket? It ... nice on you.
2. You must meet George sometime. I think you ... him.
3. It's raining. Don't go out. Youwet.
4. I've invited Sue to the party? But I don't think she
5. When the new road is finished, my journey to work...much shorter.

3. Translate into English.

1. Мой друг окончит университет в следующем году. 2. Кто будет переводить этот текст? 3. Вероятно, я получу вскоре интересную работу. 4. Как долго твои родственники пробудут в нашем городе? 5. У нас не будет экзаменов зимой.

Unit 8.***The Present Continuous Tense******1. Open the brackets using the Present Progressive tense.***

1. He (fix) my bike in the garage.
2. I (help) Mom in the kitchen.
3. My sister and I (watch) television in our bedroom.
4. They (come) with us to the museum.
5. We (paint) some pictures for Aunt Susan.

2. Translate into English.

1. Не входите в аудиторию! Студенты пишут там контрольную работу.
2. Этот писатель пишет новую книгу.
3. Не мешайте мне. Я готовлюсь к докладу.
4. О чем вы думаете?
5. Осторожно! Та машина едет с огромной скоростью!

Present Continuous or Present Simple?***1. Complete the following sentences with either the Present Simple or the Present Continuous form of the verbs in the brackets.***

1. I (not to know) what to give my brother for his birthday.
2. They (to want) publish this book in July?
3. She (to think) he (to drive) dangerously.
4. He (to understand) that he (to eat) noisily, but he always (to forget) about it.
5. Who that man (to be) who (to stand) in the doorway?
6. I (to have) no time now, I (to have) dinner.
7. Your family (to leave) St. Petersburg in summer? – Yes, we always (to go) to the seaside. We all (to like) the sea. Mother (to stay) with us to the end of August, but father (to return) much earlier.
8. Where Tom and Nick (to be) now? – They (to have) a smoke in the garden.
9. What you (to do) here now? – We (to listen) to tape recordings.
10. You (to want) to see my father? – Yes, I ...
11. Michael (to know) German rather well. He (to want) to

know English, too, but he (to have) little time for it now. 12. What magazine you (to read)? – It (to be) a French magazine. There (to be) good articles on sports here. You (to be) interested in sports? – Yes, I ... but I (not to know) French. 13. We (to have) an English lesson now. 14. I (to think) she (not to feel) safe there. 15. You (to see) what I (to mean)? 16. You (to hear) what she (to say)? 17. He (not to feel) at liberty to tell you the truth. 18. Ron has got a new job. He (to earn) a fortune as a managing director. They (to think) he (to be) a bag of money.

2. Use the Present Continuous, Present Simple, Past Simple or Future Simple.

1. Max (not to be) here. He (to wash) his car. He (to wash) it every weekend. 2. He (not to play) the piano tomorrow. 3. We (to see) a very good film last Sunday. 4. Your mother (to cook) every day? 5. We (to make) a fire last summer. 6. I (to spend) last summer at the seaside. 7. Where you (to spend) next summer? 8. Where he (to spend) next summer? 9. What mother (to do) now? – She (to cook) dinner. 10. I (not to play) computer games yesterday.

Will and be going to

3. What would you say? Use “will” or “be going to”.

Model: You want to express your intention to look round the museum.
Your friend: Do you have any plans for this afternoon?
You: Yes, I'm going to look round the museum.

1. You hate dogs. Dogs always attack you if they get the chance.
Your friend: That dog doesn't look very friendly.
You: It's coming towards us..... .

2. You predict the landing of aliens on the earth in the next ten years.
Your friend: All this talk about aliens is complete nonsense, isn't it?
You: Is it? I think.....

3. You know that your friend's sister has decided to get married.
Your friend: Have you heard about my sister?
You: Well, I heard that.....

4. You suddenly decide you want to invite Nalini for a meal.
Your friend: Do you know Nalini will be in town next weekend?
You: No, I don't.

The Past Continuous Tense

1. Complete the sentences with the Past Continuous tense of the verbs inbrackets.

1. At the party lots of people (dance) in the street while our neighbours (have) a barbecue.
2. I (sit) in my bedroom and (read) a book from 4 till midnight.
3. Someone (make) a very loud noise in the street.
4. Why you all (laugh) when I came in?
5. Sally (practice) the piano the whole morning.

2. Translate into English.

1. Где вы работали сегодня в 9 часов утра?
2. Он с друзьями занимался английским весь день.
3. Мы смотрели телевизор, а они слушали радио.
4. Во время обеда она читала научный журнал.
5. Автобус стоял на остановке с 3 до 4, а затем уехал.

Past Continuous or Past Simple?

3. Put in the correct form of the verbs in the brackets using the Past Continuous or the Past Simple.

Model: When Martin **arrived** (arrive) home, Anna **was talking** (talk) to someone on the phone. Martin **started** (start) to get the tea.

1. I (lie) in the bath when the phone (ring). It (stop) after a few rings.
2. It (be) cold when we (leave) the house that day, and a light snow (fall).
3. Your friend who (come) here the other day (seem) very nice. I (enjoy) meeting her.
4. When I (open) the cupboard door, a pile of books (fall) out.
5. I (walk) along the street when I suddenly (feel) something hit me in the back. I (not / know) what it was.

The Future Continuous Tense

1. Describe your tomorrow day. Begin with:

1. Tomorrow at 9 a.m. I will be.....
2. At midday I.....
3. My best friend from 10 to 2 p.m.
2. At 6 o'clock in the evening my parents.....
3. At midnight our groupmates.....

2. Make the questions according to the answers.

1. ...will you be doing at 6? – I'll be taking an exam.
2. ...will Steve be writing the article? – Tomorrow.
3. ...will they be making the presentation tomorrow at 1 o'clock? – They were absent yesterday.
4. ...will my mother be planting flowers after breakfast? – In the garden.
5. ...will we be watching after supper? – A new documentary about our planet.

3. Open the brackets and use Future Continuous, Present Continuous, Future Simple or "to be going + to inf".

1. At 5 o'clock tomorrow he _____ (work). 2. He can't come at noon tomorrow because he _____ (give) a lesson at that time. 3. She _____ (read) an interesting book the whole evening tomorrow. 4. At 10 o'clock tomorrow morning he _____ (talk) to his friend. 5. You will recognize her when you see her. She _____ (wear) a yellow hat. 6. He _____ (have a party) on Saturday 4th December in London at 10 p.m. 7. In the next days you _____ (visit) famous sights. 8. Jeanne and Paul _____ (move) to London next month. 9. Leave the washing up. – I _____ (do) it later. 10. This time tomorrow I _____ (lie) on the beach. 11. Look out! You _____ (spill) your tea!

Unit 9.

The Present Perfect Tense

1. **Complete the sentences using the word in brackets.**

Model: My friend...*has opened* ... (open) a shop in the village.

1. I (not /do) my homework yet.
2. (you / send) aunt Mary a birthday card yet?
3. Nalini (not/hear) from his brother for two months.
4. We (have) a lot of work to do recently.
5. They(live) in France for two years.

2. **Translate into English.**

1. Я никогда не видел таких прекрасных картин.
2. Мы только что говорили с деканом о моём новом проекте.
3. Твой друг когда-нибудь был в Волгограде?
4. Студенты недавно успешно сдали сложный экзамен.
5. Где вы были всё это время?

8. **Correct the mistakes.**

1. When she was younger, she has played tennis every day.
2. It's already 10:00, but Jane hasn't finished her homework already.
3. Joe crashed his car three times since Christmas.
4. Did you done your homework, or have you been watching TV?
5. Karl has been driving since five years.
6. This hotel has been already in business for twenty years.

The Past Perfect Tense

1. Put these sentences in the interrogative and negative forms.

1. You had studied English before you entered the University.
2. They had arrived at the station by 6 o'clock.
3. James had finished reading the book by last Sunday.
4. I had done my lessons by the time you called me up.
5. The teacher had given the students their homework before the bell rang.

2. Read the situation and write the sentences from the words in brackets.

Model: You went to Sue's house, but she wasn't there.

(she/ go/ out).... **She had gone out**.....

1. You went back to your home town after many years. It wasn't the same as before. (It/ change/ a lot).
2. I invited Ian to the party but he couldn't come. (He/ arrange/ to do something else).
3. You went to the cinema last night. You got to the cinema late. (the film/ already/begin).
4. It was nice to see Dan again after such a long time. (I/ not/ see/ him/ for five years).
5. I offered my parents something to eat, but they weren't hungry. (They/ just/ have breakfast).

3. Translate into English.

1. Когда вы пришли, я уже перевел весь текст.
2. К тому времени как вы позвонили, гости ещё не собрались.
3. Вы изучали английский перед тем, как поступили на эти курсы?
4. Дождь уже прекратился, когда мы вышли из дома.
5. Сколько страниц этой книги твой брат прочитал к концу прошлой недели?

1. Translate into English.

1. Моя сестра вернется домой к 10 часам. Позвоните позднее.
2. К концу сентября мы получим хорошую премию.
3. Я плохо себя чувствую, но к концу недели я выздоровлю.
4. На следующей неделе у меня будет больше времени, так как я сдам все экзамены.
5. Когда мой папа вернется домой, он будет очень уставшим.

2. Paul wants to be an artist. He's reading about a famous artist called Winston Plummer.

Winston Plummer was a great artist, who had a wonderful career. He won lots of prizes before he was twenty. By the age of twenty-five he had had his own exhibition. He was the subject of a TV documentary by the time he was thirty. By the age of thirty-five he had become world-famous. He made millions of pounds from his pictures before he was forty.

Paul is daydreaming about his own future career. What is he thinking?

Model: I hope I'll *have won lots of prizes* before I'm twenty.

1. Perhaps my own exhibition by the age of twenty-five.
2. I wonder if by the time I'm thirty.
3. Maybe.....by the age of thirty-five.
4. I hope.....by the age of forty.

3. How good is your maths? Can you work out the answers?

Model: It's quarter to six. Melanie is putting something in the oven. It needs to be in the oven for an hour and a half. When will it have cooked? **It will have cooked at quarter past seven.**

1. It's seven o'clock in the evening, and Andrew is starting to write an essay. He writes one page every fifteen minutes. He plans to finish the essay at midnight. How many pages will he have written? He will have written pages.

2. It's Monday morning, and Sarah is travelling to work. It's twenty miles from her home to the office. How far will she have travelled to and from work by the time she gets home on Friday? She will have travelled.....miles.

3. Matthew is doing press-ups – one every two seconds. How many will he have done after five minutes? He will have donepress-ups.

The Present Perfect Continuous Tense

1. Put the following sentences into the correct tense: Present Continuous, Present Perfect, Present Perfect Continuous, Past Simple.

1. Aren't you about to finish with the dishes? You _____ (wash) the dishes for thirty minutes or more. How long can it take you to wash the dishes? 2. We _____ (go) to the Steak House restaurant many times. The food is excellent. 3. A: What is that sound? B: A car alarm _____ (ring) somewhere down the street. It _____ (drive) me crazy —I wish it would stop! It _____ (ring) for more than twenty minutes. 4. Can you translate this note from Stockholm? I understood Swedish when I _____ (be) a child, but I _____ (forget) it all. 5. What's that dent in the side of the car? You _____ (have) an accident? 6. I'm sorry, John's not here; he _____ (go) to the dentist. He _____ (have) trouble with a tooth for some time. 7. This cassette recorder is broken. You _____ (play) about with it? 8. Your Italian is very good. You _____ (study) it long? 9. Do you mind if I clear the table? You _____ (have) enough to eat? 10. Ann never _____ (go) camping. She _____ (not sleep) in a tent. 11. Frank, where have you been? We _____ (wait) for you since 1 p.m. 12. I'm not surprised he _____ (fail) that exam. He _____ (not / work) hard recently.

2. Put the following sentences into the correct tense: Present Perfect, Past Simple or Present Perfect Continuous.

1. Oh no! The children _____ (cook). Look at the state of this kitchen! 2. How many times Wendy _____ (be) late for work this week? 3. I'm going to give that cat some food. It _____ (sit) on the doorstep for hours. I'm sure it's starving. 4. I _____ (do) grammar exercises all morning. I deserve a treat for lunch. 5. You _____ (not / buy) your mother a present? That's really mean of you. 6. She _____ (work) in Australia for 2 years. Then she moved. 7. Now where are my keys? This is the third time I _____ (lose) them today. 8. You _____ (ever/play) chess? You should try it. I'm sure it's the sort that you'd like. 9. Oh do be quiet. You _____ (grumble) all day! 10. Your tennis _____ (really / improve)! You _____ (practice) in secret?

- 1. Today is Thursday, and John _____ (be) late twice this week; he _____ (be) late yesterday and on Monday. 2. I first _____ (meet) George a month ago, and I _____ (meet) him several times since then. 3. It is October now, and we _____ (do) a lot of work this year; we _____ (do) a lot last year too. 4. She _____ (buy) a coat last winter, but she _____ (not / buy) a

new dress since 2012. 5. It's only the middle of the month, and he _____ (spend) (already) most of his salary; he _____ (spend) \$60 yesterday. 6. I _____ (break) my leg in 2002, but I _____ (break) (never) my arm. 7. He's over sixty, and he's still working. He _____ (work) hard all his life. 8. When he _____ (be) a young man, he sometimes _____ (work) all night. 9. The postman _____ (come) at eight yesterday, but it's now half past eight and he _____ (not / come) yet. 10. Today is May 25th. Ted _____ (not / be) absent this month. He _____ (feel) extremely ill when he went to hospital, but he _____ (feel) much better since he came out of hospital a month ago.

Revision

1. Put the following sentences into the correct tense form.

A. 1. The lesson ...over recently. (to be) 2. Tom ...up because I told him the truth. (to blow) 3. He is trying to...up his friends at school now. (catch) 4. He...just...out his problem and now he does not know what to do. (to work) 5. He will ...on the lamp tomorrow because now he is busy. (to turn) 6. This district is constantly...out. (to spread) 7. Robert...on his job, but he does not like it. (to keep) 8. We ...already...back our car. (to get) 9. The plane is to... here. (to land) 10. He ...already...up his contract when he began to work there. (to break) 11. He ...by for two hours yesterday. (to stand) 12. When Nick understood everything, they...already...away. (to run) 13. Mary...more money in the envelope at the wedding. (to put) 14. Brad and Tom want to...up this idea. (to give) 15. They are constantly...around our school. (to hang)

B. 1. He was ... in this firm. (to check) 2. He ...down and will not go to the picnic now. (to fall) 3. Peter ...in and saw a big nice room. (to come) 4. He was...back for a long time, but he did not see anything. (to look) 5. Ann...on a new TV set in her room. (to put) 6. The car...over, but everybody appears alive. (to turn) 7. The teacher...out all the mistakes but the pupil did not understand anything. (to point) 8. When he...back, tell him my request. (to go) 9. Inna...off her old friends and understood, that she had done bad. (to get) 10. He is always...around without problems. (to hang) 11. The robber...away as fast as he could, and we could not do anything. (to get) 12. When he was asked, he...forward, but did not say anything. (to come) 13. She said that she would ...back, but when it will be, she did not know. (to call) 14. Their plans were...down at all. (to break) 15. Olga...down everybody though she was destroyed herself. (to calm) 16. The taxi...up and the driver is waiting for you. (to

pull)

C, 1. The director...out all the parties and he forgot about himself. (to pass) 2. While they were talking, the manager ... down the shop. (shut) 3. John...back and began to sleep. (to sit) 4. We...out and said nothing. (to burst) 5. Sasha was...by at 5 o'clock yesterday, but he did not know that you want to see him. (to go) 6. He has...out recently and I can not refuse him. (to help) 7. I want to...off this friendship, because it does not bring me happiness. (to knock) 8. He ...up his composition for four o'clock tomorrow. (to make) 9. We ...around for three hours and we did not understand where it was. (to go) 10. They...down their requests, but we became to work worse because of bad wages. (to knock) 11. Tom...down and understood what floor he was. (to look) 12. He...forward to The New Year, because he knows that parents will give him good presents. (to look) 13. The grandmother and grandfather...up him for two years. (to grow) 14. The chief will...up this idea and we will do it. (to keep) 15. Fred ...up materials and began to work at a new project. (to pick) 16. He ...into his best friend but he did not have any time to talk to him a little. (to run)

Unit 10.

The Passive Voice

1. Rewrite these sentences, using the passive form of the verb.

1. Do they sell clothes in this shop? 2. Someone is cleaning the windows. 3. She tapped him on the hand with her pen. 4. I don't like people laughing at me. 5. People spend a lot of money on food. 6. Is Sue washing the car? 7. Who made this mess? 8. Grandfather is going to tell the children a story. 9. They will open the new sports centre soon. 10. They made him confess to the robbery. 11. Liz showed me some holiday pictures. 12. Sam remembers his friend telling him about the party. 13. They heard him calling for help. 14. Who broke this mug? 15. Every four years people elect a new president in the USA. 16. The police caught a bank robber last night. 17. Sorry, we don't allow dogs in our safari park. 18. Wait a little, my neighbor is telling an interesting story. 19. My son can write some more articles about football. 20. My mum has made a delicious cherry pie for dinner.

2. Open the brackets, using the passive form of the verb where necessary.

1. This lightbox _____ outside (can use).
2. The document _____ as soon as possible (must send).
3. You _____ to sign the contract (might ask).
4. This job _____ to Sergey but he may turn it down (can offer).
5. I didn't bring my own slide projector, because I _____ not to (tell).
6. Smoking _____ on these premises (not permit).
7. Some things _____ unnoticed (should leave).
8. Taxes _____ by 15% now (increase).
9. This project _____ on for three weeks now (work).
10. It _____ tomorrow (should finish).

3. Translate into English.

A. 1. Его поведение часто обсуждают. 2. Я только что купил газету. 3. Телеграмма была получена вчера. 4. Он уже ответил на вопрос. 5. Когда будет переведена эта книга? 6. Кому поручили это задание? 7. Мне предложили очень интересную работу. 8. Телевизор только что выключили. 9. Слова только что написали на доске. 10. Мы уже говорили об этом. 11. Все ответы уже даны. 12. Об этом только что сказали по радио. 13. Я уже смотрел этот фильм. 14. Мне ничего об этом не говорили. 15. Все предложения уже написаны.

B. 1. Он каждый день рассказывает нам что-нибудь интересное. 2. Ему каждый день рассказывают что-нибудь интересное. 3. Я часто посылаю письма друзьям. 4. Меня часто посылают на юг. 5. Я всегда хвалю моих друзей. 6. Меня всегда хвалят дома. 7. Каждую субботу папа показывает дедушке мои оценки. 8. Каждую субботу папе показывают мои оценки. 9. Мы часто вспоминаем вас. 10. Нас часто вспоминают в деревне. 11. Мне дают сок каждое утро. 12. Каждое утро я даю кошке молоко. 13. Меня часто приглашают в кино. 14. Моей сестре часто помогают в школе. 15. Я иногда забываю взять дневник.

Unit 11.

(INDIRECT SPEECH and SEQUENCE OF TENSES)

1. Choose the correct sentence in reported speech.

1. She said, -He's having a bath. a) *She said that he would have a bath.* b) *She said that he was having a bath.*

2. He told the boy, -Don't be afraid of my dog. a) *He told the boy not to be*

afraid of his dog. b) He told the boy don't be afraid of his dog.

3. They told us, -We've bought everything we need. a) *They told us that they had bought everything they need. b) They told us that they bought everything they need.*

4. He asked me, -Are you busy now? a) *He asked me if I were busy then. a) He asked me if I would be busy then.*

5. She told him, -Come here and sit down. a) *She told him that he would come there and sit down. b) She told him to come there and sit down.*

6. Mother told her child, -Why did you go there? a) *Mother asked her son why he went there. b) Mother asked her son why he had gone there.*

7. Teacher told me, -Show me your notes. a) *Teacher asked me to show my notes. b) Teacher told me that I show her my notes.*

8. They asked Bill, -Will you see her tomorrow? a) *They asked Bill would he see her tomorrow. b) They asked Bill if he would see her the next day.*

9. He asked his students, -Who has written the essay? a) *He asked his students who was written the essay. b) He asked his students who had written the essay.*

10. His friend said, -I've been looking for my glasses since morning. a) *His friend said that he had been looking for his glasses since morning. b) His friend said that he has been looking for his glasses since morning.*

2. Change the following sentences into the direct speech.

1. My sister said that she hadn't got a watch. 2. The teacher told his students that he was pleased with their work. 3. I told him that I hadn't seen his brother for a long time. 4. I told my mother that Henry was studying medicine at the University. 5. She told the grocer that she didn't want any sugar. 6. We told the teacher that we didn't understand his question. 7. He told the taxi-driver that he was driving too fast. 8. She said that her children were playing in the garden. 9. The mother asked if we promised not to play with the ball in the street. 10. The passenger asked the man when the train would arrive at the station.

3. Choose the correct word from those in parentheses.

1. My grandmother always _____ me about her childhood. (*says/tells*) 2. -Don't do that! she _____ them. (*said/told*) 3. Did she _____ you where she had put my books? (*say/tell*) 4. When I was introduced to the actor he _____ a few

words to me. (*said/told*) 5. That little boy is very bad. He _____ a lot of lies. (*says/tells*) 6. She _____ to me she didn't know what to do. (*said/told*) 7. He often _____ things like that. (*says/tells*) 8. The porter _____ the passengers where their luggage was. (*asked/interested*) 9. George _____ to the boys didn't miss their school. (*asked/urged*) 10. The ticket-inspector _____ the passengers to show their tickets. (*said/asked*)

4. Translate the sentences from Russian into English paying attention to the Sequence of Tenses.

1. Кондуктор сказал пассажирам не выскакивать (get off) из автобуса на ходу (while/go). 2. Он напомнил мне отправить письмо. 3. Отец запретил детям входить в его кабинет. 4. Инспектор предупредил нас, что здесь стоянка запрещена. 5. Гид посоветовал нам заглянуть в этот небольшой музей. 6. Я спросила своих гостей, хорошо ли они спали. 7. Он поинтересовался, часто ли мы ходим в театр. 8. Она спросила меня, видел ли я Джона в последнее время. 9. Она спросила, работаем ли мы сейчас. 10. Они спросили меня, когда начинается мой рабочий день. 11. Он спросил, какую музыку любят мои друзья. 12. Мы спросили его, кто из его друзей знает два иностранных языка. 13. Журналисты поинтересовались у писателя, над какой книгой он работает. 14. Я спросила у неё, какие ещё французские книги он прочитал за последнее время. 15. Друзья спросили его, куда он ездил в прошлое воскресенье.

Unit12.
MODAL VERBS

1. Translate the sentences into Russian.

1. Carol can speak three foreign languages. 2. Could you help me with my translation? 3. We were to meet at the railway station at 12 o'clock. 4. You may take a day off whenever you like. 5. Jim said that he might go home for the holidays. 6. You must tell me the truth. 7. I have to do some shopping today. 8. You don't have to answer my question if you don't want to. 9. Students should be well prepared for every exam. 10. Do you think Paul ought to see a doctor? 11. If you don't take your umbrella, you can get wet. 12. When Bob was a child he could play the piano wonderfully. 13. It can't be true. 14. May I have my test on Tuesday? 15. It's 7 o'clock now. They must be at home now.

2. Choose the correct modal verb.

1. Mike _____ play the piano very well. And what about you? (a) *can*; b) *should*; c) *must*) 2. I _____ skate when I was little. (a) *can't*; b) *couldn't*; c) *mustn't*) 3. We _____ hurry. We've got plenty of time. (a) *can't*; b) *needn't*; c) *must*) 4. _____ you help me with this task? (a) *Could*; b) *Must*; c) *May*) 5. I'm sorry I'm late. _____ I come in? (a) *Must*; b) *Should*; c) *May*) 6. _____ you speak any foreign languages?(a) *Can*; b) *Should*; c) *May*) 7. It's raining. You take an umbrella. (a) *can't*; b) *don't have to*; c) *should*) 8. I'm afraid I _____ come to the party on Friday. (a) *can*; b) *can't*; c) *may*) 9. You _____ go there at once. It's really very urgent. (a) *don't have to*; b) *needn't*; c) *must*) 10. When I was young, I run for miles. (a) *could*; b) *must*; c) *should*) 11. _____ I translate this sentence? '____No, you needn't.' (a) *Can*; b) *May*; c) *Must*) 12. _____I smoke here? '____No, you mustn't.' (a) *Can*; b) *May*; c) *Should*) 13. I looked everywhere for the book but I _____ find it. (a) *couldn't*; b) *mustn't*; c) *shouldn't*) 14. You _____ drive carefully on a busy road. (a) *can*; b) *may*; c) *should*) 15. There's nothing I _____ do about it. (a) *can*; b) *may*; c) *don't have to*)

3. Choose the correct modal verb.

1. I don't want anyone to know it. You (*mustn't*/ *don't have to*) tell anyone. 2. Listen! I (*can/must*) hear someone crying. 3. When we were at school, we (*had to/ ought to*) wear a uniform. 4. You (*don't have to/ mustn't*) wear your seatbelt during the whole of the flight. 5. You (*should/have to*) tell her that you are sorry. 6. You (*need/must*) be a member of the library before you can borrow books. 7. I (*needn't/shouldn't*) wear glasses because my eyesight is still quite good. 8. When I first come to Madrid, I (*could/couldn't*) say only a few words in Spanish. 9. Helen (*must/had to*) leave the meeting early because she had a train to catch. 10. I (*didn't need to/couldn't*) get tickets after all – they were sold out. 11. I left my bike outside the house last night and this morning it isn't there any more. Somebody (*can't/must*) have stolen it. 12. _____I can't find my umbrella.' _____You (*should/might*) have left it in the restaurant last night.' 13. (*Must/May*) I see your passport, please? 14. He's not working tomorrow, so he (*doesn't have to/should*) get up early. 15. Ann was in a very difficult situation. It (*must/can't*) have been easy for her.

Unit 13.

THE INFINITIVE

1. Translate paying attention to the form and function of infinitives.

1. To develop a new submersible craft with a manipulator is not an easy task. 2. To develop the supercomputer, highly developed electronics and new

materials were required. 3. One of the best ways to keep the car speed steady is to use a computer. 4. Experiments helped Mendeleev to discover the properties of new chemical elements. 5. Francis Chichester was the first to sail round the world by himself. 6. Some materials with new useful properties may be produced in space. 7. A special electronic device signals the engine to stop. 8. Radar may control the brakes to avoid collisions with other cars. 9. High temperature alloys make it possible for jet engines to be operating under severe conditions for a long period of time. 10. Recently radar to be mounted on cars has been developed. 11. In a new Japanese car the information to be received by the driver will come through a navigation earth satellite. 12. To help helicopters and aircraft find the capsule, its upper part is covered with special paint which can be detected by radar.

2. Translate the sentences below paying attention to the Complex Object

1. We know Morse to have been a painter by profession. 2. Scientists expect lasers to solve the problem of controlled thermonuclear reaction. 3. M. Faraday supposed a beam of light to reverse its polarization as it passed through a magnetized crystal. 4. Designers expect dirigibles to be used for exploration of new territories. 5. Japanese designers believe a new ceramic engine to replace the conventional one. 6 Engineers suppose a new «night vision» system to enable drivers to see better after dark. 7. Scientists believe new laser devices to be widely used in medicine. 8. We know the first digital optical disks to have been produced as disks for music. 9. They believed him to be capable.

3. Translate the sentences below paying attention to the Complex Subject.

A. 1. Students of Cambridge are supposed to wear gowns at lectures. 2. The first pocket-size colour television sets were reported to have been developed. 3. Today's aircraft is expected to be replaced by a new model of hypersonic aircraft in a few years. 4. Intensive research on optical-electronic computer is said to be going on in a number of US companies. 5. A method for recording information on crystal by means of a laser is known to have been developed by a Russian researcher. 6. The annual output of personal computers is expected to reach millions in the near future. 7. The laser is known to be a device producing an intensive beam of light by amplifying radiation. 8. Optical technology has been found to be cost-effective.

B. 1. Our present-day life seems to be quite impossible without telephone,

radio, and television. 2. Nowadays the principle of radio operation seems to be quite simple. 3. The term «radar» is known to be composed of the first letters of «radio, detection and ranging». It happens to reflect its basic principle, that is, the location of an object at a distance. 4. About 50 per cent of Lake Baikal water proved to have been polluted since the Baikal plant has begun its work. 5. Lasers appeared to be highly useful for solving the problem of controlled thermonuclear reaction and communication. 6. A system of Earth satellites appears to have solved the problem of transmitting the central TV program to any part of the world. 7. Electricity proved to be able to travel instantly over a long piece of wire.

C. 1. Dirigibles are likely to be used for taking tourists to distant and beautiful places. 2. Lasers are unlikely to be used in our everyday life soon. 3. Superconductivity is certain to bring about new discoveries in science and technology.

4. Translate the sentences below paying attention to the infinitive constructions (Complex Object and Complex Subject)

1. A lot of people came to watch the ocean liner return home after a long voyage. 2. Everybody thought him to be quite a reliable person. 3. The captain declared the load to be too much for his small boat. 4. He seems to know a great deal about the history of navigation. 5. The boat, though very small, proved to be quite reliable. 6. The 20th century is considered to be the century of space travels. 6. The motor proved to be quite efficient. 8. Atomic ice-breakers are known to operate on a negligible quantity of atomic fuel. 9. The results of the test were found to be very interesting. 10. I know them to be working on the problem of protecting the cosmonauts from the effect of sun radiation. 11. Rubber is known to have been brought from America. 12. Ink is supposed to have been invented in Egypt. 13. We expected him to be appointed director of a new automobile plant.

Unit 14.

THE GERUND

1. Translate the sentences below paying attention to the gerunds.

1. Reading English technical magazines is important for an engineer. 2. He remembers having added some water to the mixture. 3. They finished installing

the apparatus only on Saturday. 4. They began making the experiment in May. 5. After failing his examination in January he had to take it again in February. 6. After graduating from the Institute he worked in the Far North. 7. At the meeting they discussed different ways of improving their work. 8. There are different ways of obtaining the substance. 9. He improved his report by changing the end. 10. Instead of restoring the old theatre they decided to build a new one in the centre of the town.

3. Translate the sentences paying attention to gerunds and gerundial constructions.

1. I remember your having objected to this schedule. 2. He entered the room without noticing her. 3. We were surprised at hearing his name among the winners. 4. Nothing could prevent him from playing tennis practically every day. 5. Did you have any difficulty in solving this problem? 6. He improved his report by changing the end. 7. She is against being sent to this faraway place. 8. Is there any possibility of their finding a suitable building material so soon? 9. They insisted on the question being reconsidered. 10. Flying is better for long journeys but travelling by car is more interesting. 11. Wood has many uses. We use it for making chairs and tables. It is used for building houses. It is used for making matches. 12. Thank you for doing this work for me.

4. Choose the correct form of the verb in the brackets in the following sentences.

1. The teacher decided (accepting/to accept) the paper.
2. They appreciate (to have/having) this information.
3. His father doesn't approve of his (going/to go) to Europe.
4. We found it very difficult (reaching/to reach) a decision.
5. Donna is interested in (to open/opening) a bar.
6. George has no intention of (to leave/leaving) the city now.
7. We are eager (to return/returning) to school in the fall.
8. You would be better off (to buy/buying) this car.
9. She refused (to accept/accepting) the gift.
10. Mary regrets (to be/being) the one to have to tell him.
11. George pretended (to be/being) sick yesterday.
12. Carlos hopes (to finish/finishing) his thesis this year.
13. They agreed (to leave/leaving) early.
14. Helen was anxious (to tell/telling) her family about her promotion.

15. We are not ready (to stop/stopping) this research at this time.
16. Henry shouldn't risk (to drive/driving) so fast.
17. He demands (to know/knowing) what is going on.
18. She is looking forward to (return/returning) to her country.
19. There is no excuse for (to leave/leaving) the room in this condition.
20. Gerald returned to his home after (to leave/leaving) the game.

Unit 15.

THE PARTICIPLE

1. Open the brackets using Participle I or Participle II.

1. (Walk) along the street I saw several (destroy) houses. 2. It was an (excite) incident. No wonder she spoke about it much. 3. The (frighten) child could not sleep all night – so (frighten) was the tale. 4. (Be) unemployed, he hasn't got much money. 5. I don't know what was in the (burn) letter. I didn't read it. 6. (Look) out of the window, he saw his mother watering the flowers. 7. The house (surround) by tall trees was very beautiful. 8. The wall (surround) the house was very high. 9. (Sell) fruit, he looked back from time to time, hoping to see his friends. 10. (Sell) all the fruit, he went to see his friends. 11. (Enter) the room, she turned on the light. 12. Jim hurt his arm while (play) tennis. 13. The (lose) book was found at last. 14. (Not wish) to discuss that problem, he changed the conversation. 15. A word (speak) in time may have very important results. 16. The students (speak) good English should help their class mates.

2. Translate the sentences below into Russian paying attention to the participles.

1. He heard the voices coming through the open window. 2. Waiting for him I looked through the magazines lying on the table. 3. They remained at home refusing to go anywhere that day. 4. The channel linking the two seas is being built now. 5. The explanation given was not complete. 6. The results received were of great importance for further work. 7. Having passed all the examinations he left for his native town. 8. Having been shown the way I could find his house easily. 9. Having waited for him for half an hour they went home. 10. Having obtained the necessary results they stopped their experimental work. 11. When studying elements Mendeleev found that they could be divided into nine groups.

3. Put the verbs in brackets into the V-ing form or the infinitive with or without to.

When David decided (1) (give up) his job and (2) (sell) all his possessions, everyone thought he was mad. But, as it turned out, he was just the first of many friends (3) (do) this. In fact, escaping the pressures of everyday working life has become a priority for many people these days. They can't stand the idea of (4) (work) until they are 65, only (5) (retire) to some boring country village and (6) (waste) their time (7) (dig) the garden or (8) (gossip) with the neighbours. They would rather (9) (live) life to the full now, before they are too old (10) (enjoy) it. (11) (buy) a motorcycle and (12) (tour) the world is a popular option. Other, less adventurous types might prefer (13) (buy) a small farmhouse and live off the land. Personally, one fancies (14) (sail) around the world in a yacht. As for David, he bought a house in a little country village and spends his time (15) (walk) around the village and talking with the neighbours. (16) (Sit) near the fire, he felt very warm.

Unit 16.

THE SUBJUNCTIVE MOOD

1. Make a zero conditional sentence using the words and translate them into Russian.

Model: water / boil / heat / to 100 degrees – Water boils if you heat it to 100 degrees.

1. you / not / eat / you / die
2. if / no / rain / the grass / not / grow
3. my daughter / eat / too much chocolate / she / get / sick
4. iron / rust / it / get / wet
5. ice / float / you / drop / it / in water

2. Define whether it is the First or Second Conditional? Put the verbs in brackets into the correct tense.

1. If he (run), he'll get there in time.

2. They would be rather offended if I (not go) to see them.
3. If you took more exercise, you (feel) better.
4. If it (stop) snowing, we can go skiing.
5. If I was offered a job, I think I (take) it.
6. I'm sure Ann will lend you the money. I'd be very surprised if she (refuse).
7. If you (not go) away, I'll send for the police.
8. If I sold my car, I (not get) much money for it.
9. The police (arrest) him if they catch him.
10. We (not have) any money if we didn't work.
11. Tell Mary to ring me up if you (see) her.
12. What would happen if I (not come)?
13. If he (like) the house, will he buy it?
14. Carol gave me this ring. She (be) very upset if I lost it.
15. Our friends are expecting us. They will be disappointed if we (not come).

3. Define whether it is the Second or Third Conditional? Put the verbs in brackets into the correct tense.

1. If you (not be) busy, we could go for a walk.
2. If I (have) enough money, I would have taken a taxi.
3. If I were you, I (buy) a new suit.
4. If I (be) interested in the film, I would have gone to the cinema.
5. If we (not take) the wrong turning, we wouldn't have arrived late.
6. If he had more time, he (take) up tennis.
7. You could have come first if you (run) faster.
8. If she (not have) a car, we would have to go by bus.
9. What you (do) if you lost your job?
10. If I (not feel) tired, I would have gone to bed later.
11. If Bruce had asked me, I (say) 'yes'.
12. If I (not take) an umbrella, I would have got wet.
13. If he knew that it was dangerous, he (not come).
14. If someone (give) you a helicopter, what would you do with it?
15. They (not miss) the plane if they hadn't woken up late

4. Complete the sentences in this text using the correct form of the verbs in brackets.

Long Summer Break under Threat

The Minister for Education thinks that if the summer break were shorter, children (1) (do) much better at school. 'Imagine how you would feel,' he (2) (tell) a press conference last week, 'if you (3) (have) two months off work. You (4) (spend) a lot of time trying to get used to (5) (be) back at work. This is exactly what we ask children (6) (do) during the long summer holidays. If you ask teachers they (7) (tell) you that when kids get back from their summer break, they just (8) (not carry) on from where they stopped in June. They (9) (have) to do the same things again. If the summer holidays (10) (be) shorter, this would not happen. If our proposal (11) (go) ahead, we will introduce a system based on five terms a year. This means children (12) (have) lots of breaks with plenty of opportunities (13) (relax) during the year. If we didn't have these long summer holidays, we (14) (do) much more work in our schools, so we think it (15) (be) time for a change.'