

МИНИСТЕРСТВО ОБРАЗОВАНИЯ И НАУКИ РОССИЙСКОЙ ФЕДЕРАЦИИ
Федеральное государственное автономное образовательное
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АЭРОКОСМИЧЕСКОГО ПРИБОРОСТРОЕНИЯ

АНГЛИЙСКИЙ ЯЗЫК

Контрольные задания
для студентов заочной формы обучения



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Составители: *О. П. Карпова, С. А. Кудрина, В. О. Перминов,
Е. В. Юдина*

Под редакцией кандидата филологических наук, доцента
В. О. Перминова

Рецензент кандидат филологических наук, доцент
И. И. Громова

Контрольные задания содержат материал для самостоятельной работы студентов первого и второго и третьего курсов заочной формы обучения по всем экономическим специальностям.

Подготовлены к публикации кафедрой иностранных языков и рекомендованы к изданию редакционно-издательским советом Санкт-Петербургского государственного университета аэрокосмического приборостроения.

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ВЫПОЛНЕНИЕ КОНТРОЛЬНЫХ ЗАДАНИЙ И ОФОРМЛЕНИЕ КОНТРОЛЬНЫХ РАБОТ

1. Выполнять письменные контрольные задания следует в отдельной тетради. На обложке тетради указывается фамилия, номер группы и номер контрольной работы. Выполняется один из трёх вариантов контрольных заданий в соответствии с последней цифрой студенческого билета: 1-й вариант – для студентов с последней цифрой студенческого билета 1, 2, 3 и 4; 2-й вариант – для студентов с последней цифрой студенческого билета 5, 6 и 7; 3-й вариант – для студентов с последней цифрой студенческого билета 8, 9 и 0.

2. Контрольные работы выполняются в строгом соответствии с указанными заданиями. При выполнении заданий следует оставлять широкие поля для замечаний, пояснений и методических указаний рецензента.

3. Выполненные контрольные задания направляются в вуз в установленные сроки.

4. Материал контрольных заданий следует располагать в тетради по следующему образцу: левая страница – поля, английский текст; правая страница – русский текст, поля.

КОНТРОЛЬНОЕ ЗАДАНИЕ № 1

Для правильного выполнения контрольного задания № 1 необходимо изучить следующий грамматический материал (по любым учебным пособиям):

1. Артикли. Множественное число и притяжательный падеж имён существительных. Предлоги как показатели падежных отношений.

Порядок слов в английском предложении. Использование существительных в функции определения.

2. Степени сравнения имён прилагательных и наречий. Сравнительные конструкции.

3. Числительные.

4. Местоимения: личные, притяжательные, вопросительные, указательные, неопределённые и другие.

5. Спряжение глаголов to be, to have в Present, Past, Future Indefinite.

6. Простое распространённое предложение: прямой порядок слов в утвердительной и отрицательной форме; обратный порядок слов в вопросительном предложении. Оборот there +be.

7. Словообразование: основные суффиксы и префиксы. Словосложение.

Использование слов, одинаковых по форме, представляющих собой различные части речи.

8. Формы настоящего, прошедшего и будущего времени действительного залога изъявительного наклонения (Present, Past, Future Indefinite).

Вариант 1

1. Перепишите предложения. По грамматическим признакам определите, какой частью речи является слово, заканчивающееся на -s, и какую функцию выполняет -s в предложении, т. е. служит ли -s признаком: а) 3 л. ед. ч. в Present Indefinite, б) мн. ч. имени существительного, в) притяжательного падежа имени существительного. Переведите предложения на русский язык:

1. The plays by A.Chekhov are very popular with English readers.
2. He usually plays tennis twice a week.
3. Who is your friend's favourite singer?
4. The dinner break lasts 20 minutes.
5. He always books tickets in advance.
6. My neighbours' cottage is comfortable, but very expensive.

2. Перепишите следующие предложения, содержащие разные степени сравнения, и переведите на русский язык:

1. I spent more time on the project than I had expected.
2. We didn't make as much money on the deal as we had hoped.
3. Could you speak a little more slowly, please?

4. I arrived in London later than I had planned.

5. The company did slightly worse than last year.

6. All our manufacturing plans are efficient, but at the moment the one in northern France is operating most efficiently.

3. Перепишите и письменно переведите предложения, обращая особое внимание на перевод неопределённых местоимений и наречий:

1. Someone has used my files, and now I can't find anything anywhere.
2. Have you got any information about marketing policy?
3. This is not confidential, you can discuss it with anyone you like.
4. Something is wrong with my pen. It doesn't write.
5. Nothing can change my decision.
6. I've got to find that letter! It must be somewhere here.

4. Прочитайте предложения, перепишите их, вставляя в пропуски определённый или неопределённый артикль там, где необходимо:

1. I like to go abroad three times ___ year.
2. Have you met my brother? He is ___ engineer too.
3. I am not motivated by ___ money.
4. When are you going to pay back ___ money I lent you?
5. This book will give you ___ information you need.
6. ___ mistakes you have made cost us a great deal of money.
7. Don't worry! Everybody makes ___ mistakes.

5. Перепишите и письменно переведите текст:

Careers: Economist

Economists study the ways in which individuals and society choose to use limited resources, such as natural resources, labor, factories, and machines, in an effort to satisfy unlimited wants. They are concerned with the production, distribution, and consumption of goods and services and are interested in helping society get as much satisfaction as possible from its limited resources. Economists collect, process, and analyze data to determine the costs and benefits of using resources in various ways. Economists are employed in a number of different job settings. About half of them are academic economists, who engage in teaching, writing and doing research in colleges, and Universities. They also write text-

books and journal articles, develop and test new theoretical models, provide consulting services to governments and businesses, and engage in variety of other professional activities.

The other half of all economists work for government or business.

Government economists collect and analyze information about economic conditions in the nation and possible changes in government economic policies. Much of this information is published in government bulletins and reports. Often the government economist wears a second hat' as a policy analyst. Economists forecast tax revenues and interest rates, analyze, who gains and who loses from particular changes, monitor prices, compute total output and perform other useful tasks in the public sector.

Business economists work for banks, insurance companies, investment companies, Business economists work for banks, insurance companies, investment companies, manufacturing firms, economic research firms, and management consulting firms.

Some economists operate their own economic businesses. They are called entrepreneurs. This is a French word that has been accepted into the English language. Entrepreneurs are a mystery to some people, especially those who are only comfortable with a nine-to-five existence and assured weekly paychecks and fringe benefits. The entrepreneur is a business person who prefers to take calculated risks in order to be his or her own boss. An individual hoping to start up a new company needs to have entrepreneurial flair or talent, as well as good technical skills and financial skills, because they make a profit through risk-taking or initiative. They are self-employed, and often work long hours for less pay than they would if they were an employee of another company.

While the percentage of growth for men entering into business independence could be measured in the teens, women's increase in a single decade was 69 percent. There is no mystery here. Women go into business for the same reason men do - to make money and to be their own bosses.

Entrepreneurship is regarded to be the first track to success. Rather than to take a low-wage, big-industry job, people opt' to use their wits and energy to climb the ladder of independence. People who are successful in business and so have become rich and powerful are called tycoons.

Speaking about entrepreneurship, Professor K. Vesper of the University of Washington says that «A driving force in entrepreneurship is addictiveness'. Once people have a taste of freedom in a business of their own, they like it. They don't want to go back to working for someone else.»

NOTES:

1. Wear a second hat –занимать вторую должность
2. Opt – выбирать, предпочитать (for: between).
3. Addictiveness – вызывающий привычку, привыкание

6. Переведите предложения, содержащие глаголы to be и to have и определите их временную форму (Present, Past, Future Indefinite):

1. Cuts in interest rates have a number of positive effects on the economy.
2. Berli Jucker Group is one of Thailand's oldest trading organizations, and it owns a number of different companies.
3. In our manufacturing division we'll have factories that will produce bottles, soap and cosmetics for the local market, and we'll also export medical equipment to Europe.
4. In our services division there was also a new Information Systems department which sold different products and applications.

7. Перепишите предложения, определите в них видовременные формы глаголов. Переведите предложения на русский язык:

1. Over the next few years, interactive TV will make a great impact on consumer behaviour, and advertisers will have to approach customers in a completely new way.
2. We share profits and losses equally.
3. We didn't invest the same amount of capital into our business.
4. The business expanded and diversified, and eventually became the largest chain of supermarkets in Britain.
5. Sole proprietorship gets tax benefits from the government.
6. Don't worry, I'll go and see the lawyer before I sign the contract.

Вариант 2

1. Перепишите предложения. По грамматическим признакам определите, какой частью речи является слово, заканчивающееся на -s, и какую функцию выполняет -s в предложении, т. е. служит ли -s признаком: а) 3 л. ед. ч. в Present Indefinite, б) мн. ч. имени существительного, в) притяжательного падежа имени существительного. Переведите предложения на русский язык:

1. My brother works as a teacher.

2. The works of Tsiolkovsky gave rise to a new science of astronautics.
3. This is my friend's car.
4. Such books are sold everywhere.
5. My parents' bedroom is nicely furnished.
6. The science of economics studies the facts of our everyday life.

2. Перепишите следующие предложения, содержащие разные степени сравнения, и переведите на русский язык:

1. The Royal Dutch Shell Group is the most profitable company in the world.
2. In America, Toyota is as well-known as Ford.
3. Pepsi is not as popular as Coca-Cola.
4. We're having the best year that we have ever had.
5. Inflation this year is higher than it was last year.
6. Our company is larger than our main competitor.

3. Перепишите и письменно переведите предложения, обращая особое внимание на перевод неопределённых местоимений и наречий:

1. If you hire a car, you will be able to go anywhere you want.
2. George Soros' Fund has so much money that the company can buy almost anything it wants.
3. Would you like me to send you some more information?
4. There is nobody in the room.
5. Did anyone ring when I was out?
6. The longer I live, the more clearly I realize that I know nothing.

4. Прочитайте предложения, перепишите их, вставляя в пропуски определённый или неопределённый артикль там, где необходимо:

1. The Lloyds Bank Review is published four times ___ year.
2. ___ Computer software is not as expensive as you may think.
3. Where is ___ file I gave you this morning?
4. ___ Money is ___ root of all evil.
5. ___ rich do not do enough to help ___ poor.
6. CD-ROMs can store large quantities of ___ information.
7. Should the government do more to help ___ unemployed?

5. Перепишите и письменно переведите текст:

Degrees in Economics

The amount of training required to become an economist in most countries abroad depends on the type of employment that a potential economist is seeking for.

Most students studying at the university for the first time take a degree, called a first degree. They are undergraduate students. This degree is called Bachelor of Art (B.A.) or Bachelor of Science (B.S.) The B.A. in Economics requires different courses.

A bachelor's degree (four years of college) with a major in economics is sufficient for many entry-level management positions.

However, most job openings for economists require advanced training. Those college graduates who wish to seek higher level jobs usually enroll in graduate school and obtain either a master's degree or a doctorate in economics. A master's degree requires approximately one year of advanced training, and a doctorate usually requires at least four. Economists must have a thorough understanding of economic theory, mathematical methods of economic analysis, and basic statistical procedures. In addition, training in computer science is becoming increasingly important. The M.A. studies in economics prepare students for careers as professional economists in business and government. It is also excellent preparation for continued graduate study in economics.

Requirements: strong motivation, aptitude and basic intellectual ability are needed for success in graduate study in economics.

Program requirements: all students are required to take courses in advanced economic theory and economics. Students preparing for professional carriers choose additional applied courses in industrial organization, international economics, natural and human resources, and urban and public economics.

Students preparing for doctoral studies select from these and additional courses in economic theory, mathematics, and quantitative methods.

Students must satisfy all University requirements for the M.A. degree. Courses should be selected with the approval of graduate advisor.

Required courses:

– microeconomics: microeconomic behavior of consumers, producers, and resource suppliers; price determination in output and factor markets; general market equilibrium

– aggregate economics: advanced microeconomics analysis of income; employment; prices; interest rates and economic growth rates

– econometrics I

– econometrics 2.

The Master of Business Administration Degree (M.B.A.) is a professional degree designed to prepare graduates for managerial roles in business and non-profit organizations. Graduates will develop the necessary skills and problem-solving techniques that will permit them to make an early contribution to management and eventually to move into broad, general management responsibilities at the executive level. You can get this degree abroad and in Belarus as well: at the International Graduate School of Business and Management of Technology (BSU). It offers a program for managers with business background. The aim of this program is to provide theoretical and practical knowledge in general management and prepare high-level managers. The period of education is two years. Classes are conducted at very convenient evening time. The language of classes is English or Russian.

The faculty uses various delivery systems in the classroom: the traditional lecture/discussion, case method, simulation, model building, and laboratory techniques. These methods emphasize an analytical, conceptual, and theoretical balance throughout the program, which helps sharpen students competency and to improve interpersonal communication. At the end of the second year students defend Master's Theses.

6. Переведите предложения, содержащие глаголы to be и to have и определите их временную форму (Present, Past, Future Indefinite):

1. There is a tavern in the town.
2. There will be a supermarket in this district next spring.
3. The last time I had a pay rise was two years ago.
4. In 1990 there was a fall in unemployment here.
5. I have nothing to add.
6. It's not a free service, you will have to pay for it.

7. Перепишите предложения, определите в них видовременные формы глаголов. Переведите предложения на русский язык:

1. A person who owns the stock certificate is called a stock-holder.
2. As a rule, cheap imports lead to greater competition.
3. The board of directors decided on vacation, salary, hiring and firing.
4. We will definitely increase our turnover next year.
5. Perhaps we will get some bigger orders soon.
6. The company lost money in its first year, but last year it became profitable.

1. Перепишите предложения. По грамматическим признакам определите, какой частью речи является слово, заканчивающееся на -s, и какую функцию выполняет -s в предложении, т. е. служит ли -s признаком: а) 3 л. ед. ч. в Present Indefinite, б) мн. ч. имени существительного, в) притяжательного падежа имени существительного. Переведите предложения на русский язык:

1. George normally eats meat for dinner.
2. If we don't have up-to-date information, how can we make sensible decisions?
3. My brother's wife has gone to London.
4. When the starter fires his pistol the race begins.
5. Nick's friend is going to visit Paris soon.
6. He puts on his best suit, when he works with his clients.

2. Перепишите следующие предложения, содержащие разные степени сравнения, и переведите на русский язык:

1. This game is more interesting than the last one.
2. Paula is a faster swimmer than Jane.
3. Sara is the best economist in the team.
4. I haven't written as much as you.
5. This exhibition is much more interesting than the last one.
6. The longer you live, the better you understand the world around you.

3. Перепишите и письменно переведите предложения, обращая особое внимание на перевод неопределённых местоимений и наречий:

1. Nothing is going to change my life in the near future.
2. Is anything wrong with your firm?
3. Would you pass me some salt, please?
4. Any driver must follow traffic rules.
5. Has anybody got any questions?
6. He lives somewhere round the corner.

4. Прочитайте предложения, перепишите их, вставляя в пропуски определённый или неопределённый артикль там, где необходимо:

1. ... dogs are not allowed in this shop.
2. ... dinner they serve here is really fantastic.
3. Tom works in ... factory down ... road.
4. She has got ... motorbike.
5. ... Washington is ... capital of ... USA.
6. ... Mary is ... English teacher.

5. Перепишите и письменно переведите текст:

Satisfying People's Wants

Economics is the study of how individuals and society choose to use limited resources in an effort to satisfy people's unlimited wants. Satisfying such wants involves the production of economic goods and services. We will first define the terms «economic goods» and «economic services», and then turn our attention to the factors of production needed to produce them.

Economic goods are things of value that you can see, and show to the others. They are things like bicycles, books, stereos, and clothing. Economic goods also include such things as factories, stores, machines, and tools.

Economic services are intangible things that have value but often cannot be seen, touched, or shown to others. Suppose you go bowling on Saturday night. At the bowling alley, you pay for the rental of a pair of bowling shoes and a bowling ball and for the privilege of bowling several games. You enjoy the evening immensely and consider the outing worth the money you spent. However, in terms of tangible purchases, you have nothing to show for your money. This is an example of an economic service. Other examples of economic services are medical care, legal advice, movies and national defense.

Factors of production which are also called productive resources, are the basic resources needed for the production of economic goods and services. Economists, traditionally, have divided the factors of production into three basic categories: (1) natural resources; (2) capital goods; (3) labour. In addition, many economists add a fourth factor of production, entrepreneurship to the list.

Natural resources are things provided by nature. Land, air, water, forests, coal, iron ore, oil, and other minerals are examples of natural resources. They are the starting points of all production, and they represent the most basic limitations of the productive capacity of an economy. In other words, no matter how much skilled labour and technologi-

cal knowledge an economy has, it cannot create goods if it lacks natural resources.

Capital goods are human-made resources that are used for the production of other goods and services. Factories, machines, tools, railroads, trucks, and business buildings are all examples of capital goods.

It is important to distinguish between capital goods and consumer goods.

Consumer goods which are not a factor of production - are finished products sold to consumers for their own personal use. They include such things as food, clothing, TV sets, and newspapers. In contrast capital goods are things that are used in the production of consumer goods and services. A factory that manufactures TV sets is a capital good. Some things can be either consumer goods or capital goods, depending on how they are used. For example, an automobile purchased for personal use is a consumer good. However, automobiles purchased for use as taxis or for other business purposes are capital goods.

Labour, sometimes called human resources, is any form of human effort exerted in production. It includes all kinds of work. The work of a janitor, teacher, lawyer, engineer, and the governor of your state are all examples of labour. Labour is essential to production, since natural resources and capital goods are of no value unless they can be put to use.

The three factors of production described above - natural resources, capital goods and labour must be combined and organized before production can take place. This is where entrepreneurship, the fourth factor of production, enters the picture. Entrepreneurship may be defined as the function of combining and organizing natural resources, capital goods, and labour, assuming the risks of business failure, and providing the creativity and managerial skills necessary for production to take place. An entrepreneur is a person who carries out these tasks in the hope of making financial gains from the endeavour.

6. Переведите предложения, содержащие глаголы to be и to have и определите их временную форму (Present, Past, Future Indefinite):

1. I want to be an economist. That's my idea of a good life.
2. If you are an owner of some business and your business fails, you will go bankrupt.
3. They had 14 people in the partnership last year.
4. My husband was a general accountant five years ago, and now, he is the owner of the whole company.

5. Anne Bell has an account at this bank and when she wants to pay money to someone, she writes a cheque.
6. When will you have your insurance certificate?

7. Перепишите предложения, определите в них видовременные формы глаголов. Переведите предложения на русский язык:

1. They increased the number of people in the sales team.
2. The Financial Director probably won't be at the meeting.
3. He left school when he was 18, and joined a major supermarket chain as a trainee.
4. This firm often advertises in different newspapers and magazines.
5. I will contact you as soon as I get the information.
6. Accounting shows a financial picture of the firm.

КОНТРОЛЬНОЕ ЗАДАНИЕ № 2

Для правильного выполнения контрольного задания № 2 необходимо изучить следующий грамматический материал (по любым учебным пособиям):

Вариант 1

1. Видовременные формы глагола:
 - а) действительный залог (the Active Voice) для времён группы Indefinite, Continuous и Perfect (Present, Past, Future)
 - б) Страдательный залог (the Passive Voice) для формы Indefinite (Present, Past, Future). Особенности перевода страдательного залога на русский язык.
2. Модальные глаголы и их заменители.
3. Простые неличные формы глагола: Participle I (Present Participle) и Participle II (Past Participle)

1. Перепишите данные предложения, определите видовременные формы глаголов. Переведите предложения на русский язык:

1. You will have unlimited liability if you start a partnership.
2. If your company fails, you will only lose the value of your shares.

3. Many of the world's diamonds are mined in South Africa and then they are sent to Amsterdam, where they are sold to international dealers.
4. President Clinton was elected in 1992.
5. I rang her yesterday, but she wasn't in the office.
6. All the necessary documents will be sent to you next week.

2. Перепишите следующие предложения. Выберите нужную форму глагола (Present, Past, Future Simple или Present, Past, Future Continuous). Письменно переведите предложения на русский язык:

1. The stock market can be risky because the price of shares varies/is varying according to economic conditions.
2. Because of the high cost of sterling, exports don't do/are not doing very well.
3. While we discussed/were discussing our expansion plans, the chairman suddenly announced his resignation.
4. I doubt very much whether they will give/will be giving you a pay rise.
5. Paul did/was doing some filing when his boss asked him to fetch an invoice.
6. I'm afraid I can't see you on 22nd because I will attend/will be attending a training course in England.

3. Перепишите следующие предложения. Выберите нужную форму глагола (Present, Past, Future Simple или Present, Past, Future Perfect). Письменно переведите предложения на русский язык:

1. I didn't have/haven't had a holiday for two years.
2. They produced/have produced 2000 cars this year.
3. When I arrived at the office, the meeting started/had started.
4. I was nervous because I never gave/had never given a presentation.
5. The talks will finish/will have finished by 11. 15.
6. I will pay/have paid off the loan by the end of the year.

4. Перепишите и письменно переведите следующие предложения; подчеркните в каждом из них модальные глаголы и их эквиваленты:

1. If you go into business alone, you can start or stop your business whenever you like.
2. If your business fails, you have to declare personal bankruptcy.
3. I'd like to be able to help you, but I do not have the authority.

4. After a few month on the training course, I could speak Japanese quite well.
5. You must save the file before you turn the computer off, or you will lose it.
6. I'm sorry, but we aren't allowed to give you your bank balance by phone.
7. In the next few months, the price of oil may rise.

5. Перепишите и письменно переведите текст:

Economic system

People and societies organize economic life to deal with the basic problems raised by scarcity and opportunity costs through economic systems. An economic system works via the interaction of three invisible forces: the invisible hand (economic forces), invisible foot (political forces) and invisible handshake (social forces)

An economic system can be described as the collection of institutions, laws, activities, controlling values, and human motivations that collectively provide a framework for economic decision-making. An economic system is closely tied to a political system through which people decide what their society desires. In a democracy, voting procedures determine society's will. In an autocracy, a ruling individual or group of individuals decides what society's desires are.

Before we discuss how the invisible forces operate, we need to find out what people can reasonably expect from an economic system.

There are three basic economic questions that every nation must consider. They are (1) What goods and services shall be produced? (2) How shall they be produced? and (3) For whom shall they be produced? Let us briefly examine each of these questions.

Within every nation, people must have some method of deciding what combination of goods and services they should produce with their limited resources. For example, they must decide what portion of total production will be devoted to capital goods and what portion will be devoted to consumer goods. Once this decision is made, it is necessary to decide what kinds of consumer and capital goods will be produced. For example, will the production of consumer goods be restricted to the basic necessities, or will luxury goods, such as stereos and cameras, be produced as well? If luxury goods are to be produced, what kind and how many of each will be produced?

Once the question of what to produce is answered, it is necessary to decide what production methods are to be used. For example, food can be produced by a large number of workers using simple and inexpensive tools, or by a small number of workers using complex and expensive machinery. The same is true for the production of most items you use every day.

Because no nation can produce enough goods and services to satisfy everybody's wants, it is necessary for people to have a method of deciding who gets the goods and services produced. Should everybody get an equal share, or should some people get more goods and services than others? If some people are to get more, how much more should they receive? This second question is perhaps the most difficult of all because it involves the issue of fairness; and different people have different ideas about what is fair.

Any economic system must use one or more decision-making methods or rules. Though the list of ways to make decisions is long, there are three basic approaches to economic decisions.

One of them is based on tradition (families often decide to do something the «old way»; people generally repeat the decisions made at an earlier time or by an earlier generation, etc.).

The second approach is based on authority or command (the boss, appointed or elected, can decide what is produced and who gets it). The third is based on markets (individuals bargain with one another privately to obtain goods) and so on.

Most economic systems use one of three basic methods to make economic decisions.

6. Перепишите предложения, подчеркните в них Participle I одной чертой, а Participle II двумя чертами. Письменно переведите предложения на русский язык:

1. Their products are always attractively packaged.
2. The bank decided that the project was not badly designed, so they refused to give them a loan.
3. South East Asia has one of the fastest growing economies in the world.
4. She is one of the best qualified people in the department.
5. The Engineering Division is much more efficiently run than the Plastics Division.
6. In the earthquake, Southern California was one of the worst effected areas.

Вариант 2

1. Перепишите данные предложения, определите видовременные формы глаголов. Переведите предложения на русский язык:

1. These telephones were made in China.
2. The value of a share depends on the success of the company.
3. When the owners of the partnership have unlimited liability, they are called general partners.
4. The room will be kept for you, and it will not be given to anyone else.
5. What will you do to attract customers?
6. Our company was founded in 1884.

2. Перепишите следующие предложения. Выберите нужную форму глагола (Present, Past, Future Indefinite или Present, Past, Future Continuous). Письменно переведите предложения на русский язык:

1. The vice president usually sets/is setting objectives for the staff.
2. We look/are looking for a specialist suitable for the position at the present moment.
3. I wonder if Peter is back from his marketing trip. I will give/will be giving him a ring.
4. When the fax arrived, I had/was having lunch in the canteen.
5. Mr. Wright will give/will be giving his seminar at 10.23
6. When they took/were taking our company over, they made a number of people redundant.

3. Перепишите следующие предложения. Выберите нужную форму глагола (Present, Past, Future Simple или Present, Past, Future Perfect). Письменно переведите предложения на русский язык:

1. We will make/will have made the last payment in July.
2. This company expanded/has expanded since last year?
3. How long are you/have you been in England? - I have been here since August.
4. The chairman was in a very good mood because we won/had won a major contract.
5. He couldn't find a suitable job in his own country, so he went/had gone abroad to look for work.
6. When I left the office, the building was empty because everyone went/had gone home, so I locked/had locked the doors.

4. Перепишите и письменно переведите следующие предложения; подчеркните в каждом из них модальные глаголы и их эквиваленты:

1. Jane may know the address of the company because she did some work for them a few years ago.
2. She must be out seeing a client.
3. In countries like Iran, you can't buy or sell alcohol.
4. In my last job, I had to be at the office by 8. 00 a.m.
5. We didn't have to work very hard, but we couldn't leave the office without asking for permission.
6. I'm afraid I won't be able to see you on Friday.
7. I'm very sorry, but you are not allowed to smoke here.

5. Перепишите и письменно переведите текст:

Classification of Economic Systems

Economic systems are classified into four broad categories. These are traditional, command, market, and mixed economies. Each of these systems works well to some degree at different points of time and for different cultures, but some are often better for answering one of the basic economic questions, while other systems may answer other questions more successfully.

Traditional economy is an economic system using social customs to answer the basic economic questions.

Nowadays traditional economies are found primarily in the rural, non-industrial areas of the world. In such areas, there is no national economy. Instead, there are many small segmented economies, each centred around a family or tribal unit. Each unit produces most of its own goods and consumes what it produces. The basic economic questions of «what», «how», and «for whom» are answered directly by the people involved, and the answers are usually based on tradition.

In command economies, the basic economic questions are answered by government officials. Government leaders decide what goods and services will be produced, how they will be produced, and how they will be distributed. Individuals have little control or influence over the way the basic economic questions are answered. They are told what to produce, how to produce it, and what they will receive.

Command economies are often called planned economies, because the government engages in elaborate, detailed planning in an effort to produce and distribute goods and services in a way that is consistent

with the wishes of government leaders. Command economies are usually characterized by government ownership of the economy's natural resources and capital goods.

A market economy is the opposite of a command economy. In a command economy, the government answers the basic economic questions. In a market economy, basic economic questions are answered by individual households and businesses through a system of freely operating markets. In market economies, natural resources and capital goods are usually privately owned. In such economies, buyers and sellers have a great deal of economic freedom, and they send signals to one another as they interact through the system. For example, by purchasing more of an item than usual, buyers send a signal to producers to increase production of that item. Similarly, by reducing their purchases of an item, buyers signal producers to reduce production of that item.

The American economy is predominantly a market economy. Other examples of predominantly market economies include the economies of Canada, Japan, and many of the countries of Western Europe.

In actual practice, there are no real economies in the world that rely solely on freely operating markets or on government decisions to answer basic economic questions. All major economies are mixed economies in the sense that some decisions are made through a system of freely operating, or free markets, by individual households and businesses, and some are made by the government. In mixed economies, a distinction is usually made between the private sector, in which decisions are made primarily by individual households and businesses, and the public sector, in which decisions are made by the government.

Mixed economy is an economic system that relies on a mixture of markets, government commands and tradition. This economic system is used in most countries. The United States are an example of this type of economy. Most decisions there are made by individuals and firms as they exchange goods, services, and resources in private markets. But some decisions are made through the political process of government.

Although several countries own most resources, especially land and large basic enterprises like steel plants, hospitals, and electric power plants, markets are allowed to play a role in certain economic activities, such as dining in restaurants, repairing shoes, selling garden produce, etc. Even China, at one time an extreme example of a command economy, has in recent years taken steps toward allowing some markets to operate.

In the 1990s there appeared a new term transition economy to describe the countries of Eastern Europe and the former Soviet Union. Transition

economies face the task of moving from a centrally-planned system of resource allocation towards a more market-oriented approach.

Most economic systems use one of three basic methods to make economic decisions: market economy versus command economy, mixed economy and basic types of economic systems.

6. Перепишите предложения, подчеркните в них Participle I одной чертой, а Participle II двумя чертами. Письменно переведите предложения на русский язык:

1. Few departments in the company are managed as efficiently as this one.
2. Not many countries in the world are developing as rapidly as Taiwan.
3. The Bank of England is one of the most heavily protected buildings in London.
4. When lending money bankers have to find a balance between yield and risk.
5. Knowing English well he was able to read this magazine.
6. The money used in countries other than one's own are called foreign currencies.

Вариант 3

1. Перепишите данные предложения, определите видовременные формы глаголов. Переведите предложения на русский язык

1. Most of the senior managers were fired after the takeover.
2. I've booked you on the 8. 30 flight, so you will arrive at 11. 00 local time.
3. Over 36 % of Guatemalan workers are employed in agricultural sector.
4. The shipment will be delivered next Tuesday.
5. We evaluated the candidates through the interview.
6. Laura was promoted to Sales Director last month.

2. Перепишите следующие предложения. Выберите нужную форму глагола (Present, Past, Future Simple или Present, Past, Future Continuous). Письменно переведите предложения на русский язык:

1. Sally works/is working at the sales forecast at the moment.
2. I will give/will be giving you the figures as soon as I get them.

3. He made/was making some calls from his hotel room and ran up a large phone bill.
4. The shipment isn't in yet, but the agent will phone/will be phoning us as soon as it arrives.
5. Where do/are you come/coming from? - I come/am coming from Thailand.
6. I met/was meeting an old business colleague of mine while I travelled/was travelling to London for a conference.

3. Перепишите следующие предложения. Выберите нужную форму глагола (Present, Past, Future Simple или Present, Past, Future Perfect). Письменно переведите предложения на русский язык:

1. The negotiators realized another meeting would be necessary because they didn't reach/hadn't reached the agreement.
2. I lived/had lived in Germany for three years; then I came back to England.
3. Don't worry about the order from Siemens. I already dealt/ have already dealt with it.
4. I study/have studied English for five years.
5. The plane will take/have taken off at 6 in the evening.
6. By the end of January we will demolish/have demolished the old building.

4. Перепишите и письменно переведите следующие предложения; подчеркните в каждом из них модальные глаголы и их эквиваленты:

1. Airline pilots have to have excellent eyesight.
2. The can't go on strike before the end of Easter.
3. You mustn't talk to customers like that!
4. I'm sorry about the delay. I haven't been able to do much work on the proposal, and now I've got an extra weekend, I'll be able to look at it in more detail.
5. Mr. Brouning's is rather busy now. Could you call back later?
6. They may be having problems with their fax machine.
7. Secretaries are not allowed to wear jeans at work.

5. Перепишите и письменно переведите текст:

Meaning and Measurement of Inflation

Inflation is a situation in which a decline in the purchasing power of money results in a rise of the general price level. It's opposite is deflation.

Prices in some markets (e.g. pocket calculators) can fall even in times of inflation. And prices in some markets (e.g. medical care) rise even in times of deflation. But it is not the change in individual prices that determines the extent to which an economy is experiencing inflation or deflation. It's the upward or downward movement in the average prices of all goods and services combined that determines the extent of inflation or deflation. In other words, inflation is an increase in the overall average level of prices and not an increase in the price of any specific product. An extreme form of inflation is known as hyperinflation. Hyperinflation is an extremely rapid rise in general price level. There is no consensus on when a particular rate of inflation becomes «hyper».

The boundary between inflation and deflation is price stability. Price stability occurs when the average level of prices is moving neither up nor down. The average level of prices is called the price level and is measured by a price index. A price index measures the average level of prices in one period as a percentage of their average level in an earlier period called the base period.

Now let us speak about the inflation rate and the price level. The inflation rate is the percentage change in the price level.

The most widely reported measure of inflation is the consumer price index (CPI) which measures changes in the average prices of consumer goods and services. The CPI is sometimes called the cost-of-living index. It includes only consumer goods and services in order to determine how rising prices affect the income of consumers. Unlike the GDP chain price index, the CPI does not consider items purchased by businesses and government.

As the price level rises during an inflation, the same sum of money (a dollar, a rouble) buys fewer goods and services than before. Hence, inflation reduces the money real purchasing power. As the price level falls during deflation, a dollar (a rouble) buys more goods and services than before. Hence, deflation increases the money purchasing power.

Because money is used as a unit of account and as medium of exchange in most economies, changes in the purchasing power of money generally have several (sometimes adverse) consequences.

Inflation hurts people living on fixed money incomes and people who have saved fixed amounts of money for specific purposes such as financing their children's education or their own retirement. Inflation hurts people, who have loaned out money at a rate of interest that did not include an allowance for an increase in the average price level. So lenders are without protection against a decline in the purchasing power of the loan when it is repaid.

The adverse effects of inflation depend on the extent to which inflation is correctly anticipated and the extent to which it is unanticipated. If inflation is correctly anticipated, contracts can be negotiated to include «inflation premiums». Such premiums are designed to protect lenders and the other recipients of future money payments from declines in the purchasing power of the money to be repaid to them. Lenders, for example, will insist on higher interest rates if they anticipate inflation; and the greater the inflation they anticipate, the higher the rate of interest they will ask. Borrowers who agree to the lender's terms presumably share similar anticipations of inflation. However, it is often difficult to correctly anticipate a future rate of inflation.

Inflation is a phenomenon experienced in all countries. But inflation rates vary from one country to another. When inflation rates differ by a lot and over a prolonged period of time, the result is a change in the foreign exchange value of money.

6. Перепишите предложения, подчеркните в них Participle I одной чертой, а Participle II двумя чертами. Письменно переведите предложения на русский язык:

1. Investment banks in the USA can only act as intermediaries offering advisory services and do not offer loans themselves.
2. The IBM experts expect computers using new drives to be available in two or three years.
3. A silent partner is a person who is known to the public as a member of the firm but without authority in management.
4. None of our products is selling as well as this.
5. Limited partnerships are a common form of ownership in real estate, oil prospecting, quarrying industries, etc.
6. I found it difficult to hear that the speaker was talking about.

КОНТРОЛЬНОЕ ЗАДАНИЕ № 3

Для правильного выполнения контрольного задания № 3 необходимо изучить следующий грамматический материал (по любым учебным пособиям):

1. Страдательный залог во всех временных группах.
2. Неличные формы глагола:
– причастие

- инфинитив
 - герундий, их формы и функции в предложении.
3. Основные правила согласования времён.
 4. Усилительная (эмфатическая) конструкция it is(was)...that(when, how)...

Вариант 1

1. Перепишите следующие предложения, определите время глагола-сказуемого в страдательном залоге, переведите предложения на русский язык:

1. Workers in these areas are required to wear protective clothing.
2. By the time this is read the new technologies will have been introduced.
3. In view of personnel shortages the production plans are not being fulfilled.
4. The growth of unemployment rate was made away with (устранять).
5. The budget had to be cut down.
6. Measures against scarcity ought to be taken.

2. Перепишите следующие предложения, содержащие причастия, определите их форму и функцию, переведите предложения на русский язык:

1. The Finance Minister paid close attention to unprofitability in the economy revealing that about 24 000 enterprises operate at a loss.
2. Having been subjected to all the necessary tests the machine was accepted to serial production.
3. Having made an investment they expected to obtain a good profit.
4. The major need not being met today is the need for a common international approach to the regulation of international civil aviation service.
5. When properly operated such facilities can transport more people than individual automobiles.
6. Ideas discussed included ways to assist this country with the necessary equipment.

3. Перепишите и письменно переведите предложения, определяя форму и функцию герундия:

1. Balancing the federal budget would stabilize prices.

2. This firm needs comprehensive auditing.
3. In business the price of being unprepared is often high.
4. The contract was made valid by having been extended for another term.
5. These economic benefits are largely due to our having joined the Common Market.
6. The workers stopped striking after having negotiated with managers.

4. Прочитайте предложения, перепишите их, определяя форму и функцию инфинитивов, переведите предложения на русский язык:

1. To widen bilateral trade is of great benefit for both countries.
2. To remain competitive we can't raise prices.
3. This firm can't have become bankrupt!
4. The problems with supplies might have been eliminated long ago.
5. First the manager defines the task to be done.
6. They must have been negotiating for two hours already.

5. Перепишите и переведите предложения, содержащие усиленную (эмфатическую) конструкцию it is...that и согласование времён:

1. It was the industrial revolution that changed the rural society into an urban one.
2. It is only in the summer period that our restaurant is open all day.
3. The Belfast aerospace group yesterday announced that 700 workers would be made redundant.
4. He indicated that new benefits for employees had been introduced by his company.
5. The engineers asked if the work could be compressed into 6 days.

6. Перепишите и письменно переведите текст:

Primary Functions of Money

Generally, economists have defined four types of functions of money which are as follows:

- (i) Medium of exchange
- (ii) Measurement of value;
- (iii) Standard of deferred payments
- (iv) Store of value.

These four functions of money have been summed up in a couplet which says: Money is a matter of functions four: a medium, a measure, a standard and a store.

These functions have been presented below:

(i) Money as a Unit of Value:

Money measures the value of various goods and services which are produced in an economy. In other words, money works as unit of value or standard of value. In barter economy it was very difficult to decide as to how much volume of goods should be given in exchange of a given quantity of a commodity.

Money, by performing the function of common measure of value, has saved the society from this difficulty. Now the value of various goods and services are expressed in terms of money. In this way, money works as common measure of value by expressing exchange value of all goods and services in money in the exchange market. By working as a unit of value, money has facilitated modern business and trade.

(ii) Medium of Exchange:

Right from the beginning, money has been performing an important function as medium of exchange in the society. Money facilitates transactions of goods and service as a medium of exchange. Producers sell their goods to the wholesalers in exchange of money. Wholesalers sell the same goods to the consumers in exchange of money.

In the same way, all sections of society sell their services in exchange of money and with that buy goods and services which they need. Money, working as medium of exchange, has eliminated inconvenience which was faced in barter transactions. However, money can operate as medium of exchange only when it is generally accepted in that role. Bank money can be treated as money simply on the basis of its general acceptability for it is highly useful.

(iii) Standard of Deferred Payments:

Modern economic setup is based on credit and credit is paid in the form of money only. In reality the significance of credit has increased so much that it will not be improper to call it as the foundation stone of modern economic progress. Money, besides being the basis of current transactions, is also the basis of deferred payments. Only money is such a commodity in whose form accounts of deferred payments can be maintained in such a way so that both creditors and debtors do not stand to lose.

(iv) Store of Value

It was virtually impossible to store surplus value under barter economy; the discovery of money has removed this difficulty. With the help of money, people can store surplus purchasing power and use it whenever they

want. Saving in money is not only secure but its possibility of being destroyed is very less. Besides, it can be used whenever needed. By facilitating accumulation of money, money has become the only basis of promoting capital formation and modern production technique and corporate business facilitated there from.

NOTES:

Couplet ['kʌplɪt] – куплет

surplus value – прибавочная стоимость

purchasing power - покупательная способность

1. Перепишите следующие предложения, определите время глагола-сказуемого в страдательном залоге, переведите предложения на русский язык:

1. The ability of an economy to respond flexibly to external market forces is often referred to as its ability to adjust.
2. Many small companies were squeezed out of business.
3. Real wages have been cut by half in the last ten years.
4. Low-level management personnel were being slowly stripped of their authority, responsibility and decision-making powers.
5. This employee will have to be fired.
6. The new terms of the contract can't be agreed upon.

2. Перепишите следующие предложения, содержащие причастия, определите их форму и функцию, переведите предложения на русский язык:

1. Fearing foreign competition Australia has for years been concerned more with creating jobs than encouraging industrial efficiency.
2. The decision being considered is that of investment in a large industrial project.
3. Having been promoted the goods sold well.
4. A similar plant having 3 times this capacity is already on the drawing board.
5. The new production technologies involved will be energy efficient.
6. The companies surveyed suffered only slight reductions in the volume of sales.

3. Перепишите и письменно переведите предложения, определяя форму и функцию герундия:

1. Finding enough workers probably won't be a concern for employers but finding the right ones may be.
2. Charity means giving help to the poor, to those who are in need for help.
3. Being acquainted with such complex equipment might take several months.
4. We haven't heard of his having been offered the post.
5. The failure was due to workers' having been careless.
6. He went on insisting on revising the price.

4. Прочитайте предложения, перепишите их, определяя форму и функцию инфинитивов, переведите предложения на русский язык:

1. To import coal from the USA is more practical for Canadian Steel Mills situated on the shore of the Lake Erie than to use domestic coal.
2. To calculate the living standard of the people one has to consider education expenditure among other expenses.
3. The Prime-Minister might have done a lot for economy but he had to retire.
4. The rate of inflation should have been taken into account.
5. This is only one of the problems to be solved in management.
6. They may be conducting the advertizing campaign now.

5. Перепишите и переведите предложения, содержащие усиленную (эмфатическую) конструкцию it is...that и согласование времён:

1. It is most commonly a sole trader who seeks to borrow in order to set up a new business.
2. It wasn't until 1923 that Canada, Australia and New Zealand were able to free themselves entirely from British control.
3. The management informed that the full bonus would only be reinstated (восстанавливать) in the event of 30 % increase in production.
4. The chairman said the recession had started to hit the company.
5. It wasn't clear whether the innovations would lead to the production increase.

6. Перепишите и письменно переведите текст:

Primary Functions of Banks

The primary functions of banks are explained below.

1. Accepting Deposits

The bank collects deposits from the public. These deposits can be of different types, such as:

- a. Saving Deposits
- b. Fixed Deposits
- c. Current Deposits
- d. Recurring Deposits

a. Saving Deposits

This type of deposits encourages saving habit among the public. The rate of interest is low. At present it is about 5 % p.a. Withdrawals of deposits are allowed subject to certain restrictions. This account is suitable to salary and wage earners. This account can be opened in single name or in joint names.

b. Fixed Deposits

Lump sum amount is deposited at one time for a specific period. Higher rate of interest is paid, which varies with the period of deposit. Withdrawals are not allowed before the expiry of the period. Those who have surplus funds go for fixed deposit.

c. Current Deposits

This type of account is operated by businessmen. Withdrawals are freely allowed. No interest is paid. In fact, there are service charges. The account holders can get the benefit of overdraft facility.

d. Recurring Deposits

This type of account is operated by salaried persons and petty traders. A certain sum of money is periodically deposited into the bank. Withdrawals are permitted only after the expiry of certain period. A higher rate of interest is paid.

2. Granting of Loans and Advances

The bank advances loans to the business community and other members of the public. The rate charged is higher than what it pays on deposits. The difference in the interest rates (lending rate and the deposit rate) is its profit.

The types of bank loans and advances are:

- a. Overdraft
- b. Cash Credits
- c. Loans
- d. Discounting of Bill of Exchange

a. Overdraft

This type of advances are given to current account holders. No separate account is maintained. All entries are made in the current account. A certain amount is sanctioned as overdraft which can be withdrawn within a certain period of time say three months or so. Interest is charged

on actual amount withdrawn. It is sanctioned to businessman and firms.

b. Cash Credits

The client is allowed cash credit up to a specific limit fixed in advance. It can be given to current account holders as well as to others who do not have an account with bank. Interest is charged on the amount withdrawn in excess of limit. The cash credit is given against the security of tangible assets and / or guarantees. The advance is given for a longer period and a larger amount of loan is sanctioned than that of overdraft.

c. Loans

It is normally for short term say a period of one year or medium term say a period of five years. Nowadays, banks do lend money for long term. Repayment of money can be in the form of installments spread over a period of time or in a lump sum amount. Interest is charged on the actual amount sanctioned, whether withdrawn or not. The rate of interest may be slightly lower than what is charged on overdrafts and cash credits. Loans are normally secured against tangible assets of the company.

d. Discounting of Bill of Exchange

The bank can advance money by discounting or by purchasing bills of exchange both domestic and foreign bills. The bank pays the bill amount to the drawer or the beneficiary of the bill by deducting usual discount charges. On maturity, the bill is presented to the drawee or acceptor of the bill and the amount is collected.

NOTES:

recurring deposit-повторный депозит

withdrawal-снятие денег со счёта

lump sum-единовременная выплата

tangible assets-материальные активы

Bill of Exchange-вексель

drawer-трассант

beneficiary-бенефициар

drawee-платательщик

Вариант 3

1. Перепишите следующие предложения, определите время глагола-сказуемого в страдательном залоге, переведите предложения на русский язык:

1. Precisely the same problems were met with in marketing.
2. At present the task of overcoming the budget imbalance is being discussed.
3. Purchases of consumer durables have already been decreased.
4. This newly developed technology is now followed everywhere.
5. In economy crises often have to be dealt with.
6. This branch should be given further development.

2. Перепишите следующие предложения, содержащие причастия, определите их форму и функцию, переведите предложения на русский язык:

1. The increasing integration of the world economy means that international boundaries become more porous.
2. Being adopted in the field of foreign trade relations these decisions are of great importance for our economy as a whole.
3. Starting your business you should have initial capital.
4. Having been increased the prices scared consumers off.
5. Management is eager to see quick return on each dollar spent.
6. The documents signed caused a further trade growth between the two countries.

3. Перепишите и письменно переведите предложения, определяя форму и функцию герундия:

1. Consumption falling slows down business and leads to the depreciation of the companies' capital.
2. Good management involves selecting people who know when to listen and when to act.
3. Being fired is always a shock.
4. They regretted having lost the cargo.
5. The goods sold well after having been promoted.
6. We started working at making our own business.

4. Прочитайте предложения, перепишите их, определяя форму и функцию инфинитивов, переведите предложения на русский язык:

1. To exploit mineral deposits has always been the principle of mankind.
2. The company is drawing back women who left to have children.
3. They should have promoted the new brands.
4. He must have been told about the increase of the exchange rate.

5. British Gas will this month become the hundredth foreign company to be listed on the Tokyo Stock Exchange.
6. He might be doing books at the moment.

5. Перепишите и переведите предложения, содержащие усиленную (эмфатическую) конструкцию it is...that и согласование времён:

1. It is in marketing where a quantitative approach is most difficult.
2. It was your boss who had confidence in you and backed your promotion.
3. Ford and General Motors contended that their defeat would lead to job losses in the Canadian car industry.
4. The CE revealed that the company's share of world futures business had fallen from 38 to 27 %.
5. Management wanted to know if its contingency plans would work in time of need.

6. Перепишите и письменно переведите текст:

Four Categories of Resources in Economics

Economics deals with the concepts of scarcity of resources and making choices to best utilize these scarce resources. In order to make such decisions, the costs of economic decisions must be weighed against their benefits. There are four categories of resources in economics, which are land, labor, capital and entrepreneurship.

Land

Economists include in the category of land all sorts of naturally occurring resources, such as water and timber, as well as the actual physical expanse of land. These resources are all limited and society has to weigh how best to use them. There are concerns that humanity may run out of some natural resources if not used in moderation. That's why, for example, there is a need to be careful about water consumption.

Fossil fuels are derivatives of biologically degradable materials but only after millions of years of biological, chemical, pressure and heat reactions. They occur at different underground depths in three forms: as gases, liquids and solids. Natural gas is a gaseous fossil fuel, which is essentially a mixture of various hydrocarbons including butane, propane, ethane and methane. Liquid fossil fuels include mineral oil, fuel oil, aviation fuel, diesel, kerosene and petrol.

Renewable and Finite Resources.

Renewable resources are commodities such as solar energy, oxygen, biomass, fish stocks or forestry that is inexhaustible or replaceable over time providing that the rate of extraction of the resource is less than the natural rate at which the resource renews itself. (This is important!)

This is a key issue in environmental economics, for example the over-extraction of fish stocks, and the global risks of permanent water shortages.

Finite resources cannot be renewed. For example with crude oil, coal, natural gas and other items produced from fossil fuels, no mechanisms exist to replenish them.

Labor

Labor refers to the resource represented by workers. Workers are necessary to produce any sort of goods. An organization may be able to produce more quantities of goods by employing more workers. However, the workers will have to be paid wages, and the business will have to decide whether the costs of employing more workers are outweighed by the benefits. If the business decides the benefits of employing more workers outweigh the costs, it will employ more workers. An increase in the size and the quality of the labour force is vital if a country wants to achieve growth. In recent years the issue of the migration of labour has become important.

Capital

Capital includes the resources used in production. This includes physical capital such as tools and machines, the human capital gained through education and training and the financial capital needed to produce goods. Infrastructure is a crucial type of capital. Examples of infrastructure include road & rail networks; airports & docks; telecommunications e.g. cables and satellites to enable web access.

There is a certain cost involved in assembling various goods and financing them in order to produce an output. Entrepreneurs will only invest capital if they expect the benefits to outweigh the costs.

Entrepreneurship

Entrepreneurship in economics represents the ability of the entrepreneur to combine the other resources to produce an output. For instance, in order to produce widgets, an entrepreneur needs to invest capital, invest in raw materials and workers and find a place for the production to take place. The entrepreneur will only undertake this sort of venture if he or

she finds a beneficial return will result that outweighs the cost, taking into account the costs of various resources, including time.

NOTES:

entrepreneur [ˌɒnrəprɛˈnɜː]

gaseous [geɪzjəs]

hydrocarbon [ˈhaɪdrəʊˈkɑːbən]-углеводород

butane [ˈbjʊːteɪn]

diesel [ˈdiːzəl]

kerosene [ˈkerəsiːn]

КОНТРОЛЬНОЕ ЗАДАНИЕ № 4

Для правильного выполнения контрольного задания № 4 необходимо изучить следующий грамматический материал (по любым учебным пособиям):

1. Объектный инфинитивный оборот (COMPLEX OBJECT).
2. Субъектный инфинитивный оборот (COMPLEX SUBJECT).
3. Самостоятельный (независимый) причастный оборот (ABSOLUTE PARTICIPIAL CONSTRUCTION).
4. Сослагательное наклонения (SUBJUNCTIVE MOOD). Типы условных предложений.

Вариант 1

1. Перепишите следующие предложения, найдите и подчеркните конструкцию COMPLEX OBJECT, письменно переведите предложения на русский язык:

1. We want them to take well-thought-out and considered risks.
2. This will allow a company to buy machines one at a time until they have the whole system.
3. Foreign competition makes most industries concentrate on high quality and high productivity.
4. The phenomenal growth of the Japanese economy has enabled it to increase gross military spending by 6 % a year.

5. We expect the unemployment rates to grow.
6. A person wants his work to be not only well-paid but to be a challenge.

2. Перепишите следующие предложения, найдите и подчеркните конструкцию COMPLEX SUBJECT, письменно переведите предложения на русский язык:

1. They appear to be suitable for the job.
2. Petroleum reserves are thought to be adequate for some time to come.
3. The effects of loud noise have been known to cause delays in the work cycle.
4. This fiscal year is not likely to be a very happy one.
5. Economic cooperation is sure to benefit both of the countries.
6. The Industrial Revolution in Great Britain is often said to have been based on coal and iron.

3. Перепишите и письменно переведите предложения, содержащие независимый причастный оборот:

1. The situation on the Exchange being favourable, they bought the shares.
2. The choice having been made, all the other alternatives have been rejected.
3. The companies must be privatized, no more than 10 % of their shares remaining in government hands.
4. Consensus having been reached, both parties were satisfied.
5. With domestic savings squandered (разбазаривать), the country's dependence on foreign finance is increased.
6. Circumstances permitting, the production will be expanded.

4. Прочитайте предложения, содержащие формы сослагательного наклонения, перепишите их, письменно переведите на русский язык:

1. An ideal solution would be to create partnerships between industry and science.
2. I suggest that we should get down to business.
3. He looked so miserable as if his business had been ruined.
4. But for deflationary measures the rate of inflation couldn't have been slowed down.
5. I wish I had a good book-keeper.

6. Don't expose these goods to the light lest they should be spoiled.

5. Перепишите и письменно переведите условные предложения, определите типы условных предложений:

1. I won't go outside the organization to hire managers if I don't have to.
2. If demand matched production there would be no need to store goods.
3. If necessary measures had been taken at the design stage these faults would have been avoided.
4. If we doubled nuclear capacity we would reduce CO2 emission by about 6 %.
5. Unless America had maintained its technological lead Iran and Mexico would have flooded the USA with products made from cheap oil and gas.
6. Technological advance brings many benefits but it also brings many social evils if it goes unchecked.

6. Перепишите и письменно переведите текст:

Division of Labour

The division of labour is the specialisation of cooperating individuals who perform specific tasks and roles. Historically, an increasingly complex division of labour is associated with the growth of total output and trade, the rise of capitalism, and of the complexity of industrialised processes. The concept and implementation of division of labour has been observed in ancient Sumerian (Mesopotamian) culture, where assignment of jobs in some cities coincided with an increase in trade and economic interdependence. In addition to trade and economic interdependence, division of labour generally increases both producer and individual worker productivity. In contrast to division of labour, division of work refers to the division of a large task, contract, or project into smaller tasks – each with a separate schedule within the overall project schedule. Division of labour, instead, refers to the allocation of tasks to individuals or organisations according to the skills and/or equipment those people or organisations possess. Often division of labour and division of work are both part of the economic activity within an industrial nation or organisation. The main focus of Adam Smith's *The Wealth of Nations* lies in the concept of economic growth. Growth, according to Smith, is rooted in the increasing division of labor. This idea relates primarily to the specialization of the labor force, essentially the breaking down of large jobs into many tiny components. Under this regime each worker becomes an expert in

one isolated area of production, thus increasing his efficiency. The fact that laborers do not have to switch tasks during the day further saves time and money. Of course, this is exactly what allowed Victorian factories to grow throughout the nineteenth century. Assembly line technology made it necessary for a worker to focus his or her attention on one small part of the production process. Surprisingly, Smith recognized the potential problems of this development. He pointed out that forcing individuals to perform mundane and repetitious tasks would lead to an ignorant, dissatisfied work force. For this reason he advanced the revolutionary belief that governments had an obligation to provide education to workers. This sprung from the hope that education could combat the deleterious effects of factory life. Division of labor also implies assigning each worker to the job that suits him best. Productive labor, to Smith, fulfills two important requirements. First, it must «lead to the production of tangible objects.» Second, labor must «create a surplus» which can be reinvested into production.

Another main concern for Smith involved tracing the roots of value. He identified two different kinds of value, «use value» and «exchange value.» The concept of exchange value interested Smith considerably. The diamond-water paradox, in particular, proved puzzling to him: Why is it that diamonds, which have very little practical use, command a higher price than water which is indispensable to life? By discovering the true source of value Smith hoped to find a benchmark for measuring economic growth. The value of goods can also be referred to as the «natural price.» The natural price need not function as the actual cost of goods in the marketplace. Competition, however, was expected to push the market price towards the natural price.

NOTES:

Sumerian [su'miriən]-шумерский
component [kəm'pounənt]
isolated ['aisəleɪtɪd]
mundane ['mændeɪn]-мирской, земной
deleterious [,deli'tɪəriəs]-вредный

Вариант 2

1. Перепишите следующие предложения, найдите и подчеркните конструкцию COMPLEX OBJECT, письменно переведите предложения на русский язык:

1. They find this method to be the most economical way to prosperity.
2. I don't expect the reactions of business executives in other Latin American countries to differ mostly from those found in Peru.
3. These new technologies can make the existing system work in a new way.
4. The use of this advanced program will enable even the small manufacturer to keep pace on his own level.
5. They heard the trade-union workers discuss the strike details.
6. Our sales manager wanted me to be fired to placate (успокаивать) the customer.

2. Перепишите следующие предложения, найдите и подчеркните конструкцию COMPLEX SUBJECT, письменно переведите предложения на русский язык:

1. Unfortunately these machines turned out to be faulty.
2. As partners we are supposed to do more than just cooperate.
3. Benefits from the system have been estimated to be in the range of 26 000-50 000 \$.
4. The influx of immigrant workers to fill these jobs is likely to continue.
5. Solid waste is sure to hold serious environmental problem.
6. Other countries are said to be negotiating similar treaties with Russia.

3. Перепишите и письменно переведите предложения, содержащие независимый причастный оборот:

1. The new technology showing promise, they began to develop it at a rapid speed.
2. The contract having been signed, the partners shook hands.
3. Haiti's economy was opened to foreign investment, the USA serving as the key partner in this new strategy.
4. The goods having been promoted, the sales increased.
5. With an adverse situation still being maintained, the UK industry will need all its recourses to maintain its share of world trade.
6. Conditions permitting, a new system will be introduced.

4. Прочитайте предложения, содержащие формы сослагательного наклонения, перепишите их, письменно переведите на русский язык:

1. A massive building program would employ a great number of workers.

2. It's time that we should think about an investment.
3. He felt so depressing as if his company had gone bankrupt.
4. But for the division of labour the productivity would have been very small.
5. I wish our firm had won this tender.
6. You must thoroughly examine these facilities lest you should have an accident.

5. Перепишите и письменно переведите условные предложения, определите их типы:

1. If the market becomes too saturated demand will drop off.
2. If the efforts of international trade were coordinated the world progress would accelerate.
3. Lack of commercial success would have been predicted if projects had been analyzed at the research and development stage.
4. If the barrels with nuclear waste dumped at the sea ever leaked nuclear contamination would quickly spread and present a serious threat to many countries.
5. If our industrial productivity had improved it would have been an important step towards competitiveness.
6. If our reserves of grains diminish prices will skyrocket.

6. Перепишите и письменно переведите текст:

The Three Types of Income

There are three main types of income you can generate:

1. Earned income.
2. Portfolio income.
3. Passive income.

Any money you ever make (other than maybe winning the lottery or receiving an inheritance) will fall into one of these income categories. And each income category has its own set of benefits and drawbacks. Additionally, successful investors have good reason to prefer certain types of income over the others.

Earned Income

Earned income is any income that is generated by working. Your salary or money made from hourly employment (regardless of whether that salary or hourly income came from working for someone else or from your own «consulting») is considered earned income.

Some activities that generate earned income include:

- Working a job
- Owning a small business
- Consulting
- Gambling
- Any other activity that pays based on time/effort spent

While earned income is the most common mechanism for making money, its obvious downside is that once you stop working, you stop making money. Additionally, because the amount of money that is made through earned income is directly proportional to the time and effort you spend working, it's difficult for someone to make more earned income without either learning a new (or more valuable) skill or working longer hours. Additionally, earned income is taxed at a higher rate than any other type of income.

One huge benefit of earned income over the other income types is that you generally don't need any startup capital in order to make earned income, which explains why most people rely on earned income from the start of their working life. In fact, earned income is a great way to start your investing career, as it allows you to save up cash that will help you generate the other two types of income.

Portfolio Income

Portfolio income is any income generated by selling an investment at a higher price than you paid for it. Some people refer to portfolio income as «capital gains,» because that's how the money is taxed by the federal government.

Some activities that generate portfolio income include:

- Trading (buying/selling) Paper Assets – Paper assets refer to things like stocks, bonds, mutual funds, currencies or other types of futures/derivatives. Stock market investing is the most common generator of portfolio income
- Buying and Selling Real Estate (specifically the profit from the sale)
- Buying and Selling of any other Assets – Antiques or cars, for example, or other types of collectibles that have appreciated in value.

There are a number of downsides to portfolio income; for example:

- It often takes a good bit of knowledge and experience to learn how to make money trading paper assets. You often have little control over your investments, other than your ability to buy or sell. For example, buying stock in a company still affords you no day-to-day control over the operation of the company, and therefore little day-to-day control over your investment.

- Generating portfolio income generally requires you to have money to invest. Portfolio income is often taxed at very high rates – equivalent to earned income in many cases

Portfolio income certainly has some advantages over earned income. Once you have the knowledge and experience to generate portfolio income on a consistent basis, you can continually reap the benefits (compound your return) by reinvesting after each sale. Additionally, any portfolio assets held long-term are generally taxed at a lower rate.

Passive Income

Passive income is money you get from assets you have purchased or created. For example, if you were to buy a house and rent it out for more money than it costs you to pay your mortgage and other expenses, the profit you make would be considered passive income. As another example, if you owned a business that could operate independently of your working for it, any money that you make from the business would be considered passive income. (Some activities that generate passive income include:

- Rental Income from Real Estate
- Business Income (assuming it's not earned based on amount of time/effort spent – that would be Earned Income)
- Creating and Selling Intellectual Property – Books, Patents, Internet Content, etc
- Affiliate or Multi-Level Marketing

There are some major benefits to passive income over the other two types of income:

- Passive income is generally recurring income; once the investment is made, and assuming it is a good investment, the income will continue to come in month-after-month or year-after-year, with little additional work by you. This means that you can essentially «retire» and still continue to grow your net worth
- Investments that generate passive income usually allow the owners active control over the investment.
- Passive income investments often allow for the most favorable tax treatment. Corporations can use profits to invest in other passive investments (real estate, for example), and take tax deductions in the process.
- Because it is generally possible to closely approximate the return (or at least the risk) you can expect from passive investments, these investments can often be funded using borrowed money

As you might suspect from the above overview, many people consider passive income the holy grail of investing, and the key to long-term wealth.

NOTES:

reap the benefits-пожинать плоды
mortgage[ˈmo:ɡɪdz]-закладная, ипотека
recurring-текущий, повторяющийся
approximate-примерно определить

Вариант 3

1. Перепишите следующие предложения, найдите и подчеркните конструкцию COMPLEX OBJECT, письменно переведите предложения на русский язык:

1. They had found much of the land to be fertile and the climate suitable for some crops.
2. Many of today's huge federal programs require several Executive Departments and agencies to work together.
3. They could make food program remain roughly constant.
4. How long will Australia and others permit their raw materials to go into Japan and come back in the form of steel?
5. I saw the book-keeper work.
6. New production methods will allow more goods to be produced by fewer workers.

2. Перепишите следующие предложения, найдите и подчеркните конструкцию COMPLEX SUBJECT, письменно переведите предложения на русский язык:

1. These branches seem to be permanently dependent on government aid.
2. The price of coal is expected to rise with the price of oil.
3. Immigration is thought to result from unfavorable socioeconomic conditions in other countries.
4. Companies within these industries are likely to have similar problems.
5. Poor infrastructure is certain to be a constraint in economic growth.
6. Improvements in health care, housing and nutrition are also thought to have contributed to a longer life.

3. Перепишите и письменно переведите предложения, содержащие независимый причастный оборот:

1. The profits picture being uncertain, they didn't want to make an investment.

2. The discount having been given, the contract was drawn up.
3. In Liverpool the young jobless amounted to 4000, more than a half being girls.
4. The investment having been made, they expected to gain a good profit.
5. With a new image found, the firm began to flourish.
6. Finance permitting, the factory will be modernized.

4. Прочитайте предложения, содержащие формы сослагательного наклонения, перепишите их, письменно переведите на русский язык:

1. The recovery of the waste heat (утилизация тепловых потерь) could save the equivalent of up to 6 million tons of coal.
2. It's desirable that the workers should use the respiratory masks.
3. He felt so resolute as if the contract had been already signed.
4. But for the cost effectiveness the company couldn't have remained competitive.
5. I wish the employees knew at least one foreign language.
6. You have to keep your eye on the equipment lest it should go out of control.

5. Перепишите и письменно переведите условные предложения, определите их типы:

1. If more American businessmen learned Japanese there would be greater opportunity for American industry to expand its market to Japan.
2. If employees had followed safety instructions they wouldn't have been injured.
3. If exports were greater than imports there would be an excess demand in the home market.
4. If the government had decided to hold the exchange rate it would have taken steps to eliminate the deficit.
5. Six major labour organizations will back the workers if they go out on strike.

6. Перепишите и письменно переведите текст:

Taxes

Taxes are obviously necessary in order for a society to provide public goods and services to its citizens. Because businesses and households

are the main players in the circular flow of the economy, it makes sense that some taxes are levied on businesses and some on households. Taxes on businesses are usually calculated as a percentage of the profits of the businesses, or what's left after the company pays its suppliers, workers, etc. and also after it takes accounting deductions for things like depreciation of its assets. (In other words, the tax is a percentage of what's left over, not a percentage of what the company brings in revenue.) This means that suppliers and workers are effectively paid with pre-tax dollars, but that the profits are taxed before they are distributed to shareholders or other owners. Corporations may end up indirectly paying other types of taxes during the course of their business activities. These taxes could include property taxes on land or buildings that a company owns, customs duties and tariffs that are charged on production inputs that come from foreign countries, payroll taxes on a company's employees, and so on.

Personal taxes, on the other hand, are levied on individuals or households. Unlike business taxes, personal taxes are generally not levied on the «profits» of a household (how much a household has left over after paying for what it buys) but rather on the revenue of a household, or what the household brings in income. It's not surprising, then, that the most prevalent personal tax is an income tax.

An income tax, not surprisingly, is a tax on the money that an individual or household makes. This income can either come from labor income such as wages, salaries, and bonuses or from investment income such as interest, dividends, and capital gains. Income taxes are generally stated as a percentage of income, and this percentage can vary as the amount of a household's income varies. Such taxes are referred to as regressive and progressive taxes. In addition, income taxes are often subject to what are known as tax deductions and tax credits.

Consumption taxes, on the other hand, are levied when an individual or household buys stuff. The most common consumption tax (in the U.S. at least) is a sales tax, which is levied as a percentage of the price of most items that are sold to consumers. Some common exceptions to the sales tax are grocery items and clothing. Sales taxes are usually levied by state governments, which means that they differ from one state to the next. (Some states even have a sales tax of zero percent!) In some other countries, the sales tax is replaced by the quite similar value-added tax. (The main difference between a sales tax and a value-added tax is that the latter is levied at each stage of production and is thus levied on both businesses and households.)

Consumption taxes can also take the form of excise or luxury taxes, which are taxes on specific items (cars, alcohol, etc.) at rates that may differ from the overall sales tax rate. Many economists feel that consumption taxes are more efficient than income taxes in fostering economic growth.

NOTES:

depreciation-амортизация
customs duties-таможенные сборы
payroll taxes-налоги на заработную плату
tax deductions-налоговые вычеты

value-added tax-налог на добавочную стоимость
excise-акцизный
foster-содействовать

КОНТРОЛЬНОЕ ЗАДАНИЕ № 5

Для того, чтобы правильно выполнить контрольное задание № 5, необходимо усвоить следующие разделы грамматики английского языка по любому учебному пособию:

1. Основные типы условных предложений в английском языке.
2. Конструкции с причастием, инфинитивом и герундием (обзор).
3. Эмфатические конструкции.

После изучения указанного выше материала можно приступить к выполнению задания.

Вариант 1

1. Перепишите следующие предложения, определите в каждом из них тип условного предложения и переведите их на русский язык:

1. I'll go to the USA, if I manage to save enough money.
2. If I had passed my driving test first time, I'd think about buying a car.
3. What would you do if you lost your passport in a foreign country?
4. If Jane hadn't lent me the money, I wouldn't have been able to buy the car.

5. If you order by the end of the month we can give you a discount.

2. Перепишите и письменно переведите следующие предложения, содержащие причастия, герундий и инфинитив или конструкции с ними:

1. The goods being produced by our company are among the best at the moment.
2. They are going to postpone making a decision until next month.
3. I don't know how you managed to persuade the bank manager to lend you so much money.
4. My boss went on saying that he was very proud of us.
5. The conference being over, the participants went on an excursion.
6. Having completed their test, the students handed them in.
7. I'm still looking for a job, but I hope to find something soon.
8. I made him promise that he wouldn't tell anybody what happened.
9. We are not allowed to make personal calls at work.
10. In some countries there is tax on things sold in the shops.

3. Перепишите и переведите на русский язык предложения, содержащие усилительные (эмфатические) конструкции:

1. It was at our University that the conference took place.
2. Partnerships do receive tax benefits from the government.
3. It is general partner who has unlimited liability.
4. The case is not improbable.
5. Important as this work is, it does not cover the problem on the whole.

4. Перепишите и письменно переведите текст:

What does Economics Study?

What do you think of when you hear the word economics? Money, certainly, and perhaps more complicated things like business, inflation and unemployment. The science of economics studies all of these, but many more things as well. Perhaps you think that economics is all about the decisions that governments and business managers take. In fact, economists study the decisions that we all take every day.

Very simply, economics studies the way people deal with a fact of life: resources are limited, but our demand for them is certainly not. Resources may be material things such as food, housing and heating. There are

some resources, though, that we cannot touch. Time, space and convenience, for example, are also resources. Think of a day. There are only 24 hours in one, and we have to choose the best way to spend them. Our everyday lives are full of decisions like these. Every decision we make is a trade-off. If you spend more time working, you make more money. However, you will have less time to relax. Economists study the trade-offs people make. They study the reasons for their decisions. They look at the effects those decisions have on our lives and our society.

Economists talk about microeconomics and macroeconomics. Microeconomics deals with people, like you and me, and private businesses. It looks at the economic decisions people make every day. It examines how families manage their household budgets. Microeconomics also deals with companies - small or large - and how they run their business. Macroeconomics, on the other hand, looks at the economy of a country - and of the whole world. Any economist will tell you, though, that microeconomics and macroeconomics are closely related. All of our daily microeconomic decisions have an effect on the wider world around us.

Another way to look at the science of economics is to ask, 'what's it good for?' Economists have different opinions on this subject. Some practise positive economics. They study economic data and try to explain the behaviour of the economy. They also try to guess economic changes before they happen. Others practise normative economics. They suggest how to improve the economy. Positive economists say, 'this is how it is'. Normative economists say, 'we should...'

So what do economists do? Mainly, they do three things: collecting data, creating economic models and formulating theories. Data collection can include facts and figures about almost anything, from birth rates to coffee production. Economic models show relationships between these different data. For example, the relationship between the money people earn and unemployment. From this information, economists try to make theories which explain why the economy works the way it does.

Вариант 2

1. Перепишите следующие предложения, определите в каждом из них тип условного предложения и переведите их на русский язык:

1. If I were you, I'd redesign your website.
2. They would have gone bust if they'd taken his advice.
3. If you open a deposit account, you will get interest.

4. A lot of people would be out of work if the car factory closed down.
5. I wish I had applied for a job.

2. Перепишите и письменно переведите следующие предложения, содержащие причастия, герундий и инфинитив или конструкции с ними:

1. They are going to postpone making a decision till next month.
2. We've got to encourage students to study, not blame them for not studying.
3. The canal supplying a large area with water was built 50 years ago.
4. Having finished her work, she went home.
5. The meeting being over, I went home.
6. The manager doesn't cope with the task of introducing the new product to the market.
7. It's not always possible to predict the results of every phenomenon.
8. There are some applied fields of economics in which specialists are interested.
9. Martin seems to be enjoying his new job.
10. I don't mind being kept waiting.

3. Перепишите и переведите на русский язык предложения, содержащие усилительные (эмфатические) конструкции:

1. It is the manager who makes decisions after careful studying of all the data.
2. It was in 1962 when the British government set up an official planning body to guide national economic policies.
3. Industry and commerce do depend on precise, up-to-date information.
4. It was not until June that we can meet all the debts.
5. I do rely on the given information.

4. Перепишите и письменно переведите текст:

Inflation

The control of rising prices and the depreciating value of money has been an aim of economic policy for many years. In the past, it was thought that the control of inflation created unemployment and that inflation only occurred at times of full or near-full employment. In recent

years, the problem has been much more serious because rising inflation has been accompanied by high levels of unemployment.

A simple description of inflation is too much money chasing too few goods. It poses a serious problem because it has so many bad effects. The first obvious one is that one's money buys less and less as prices of goods and services continue to rise and one's standard of living falls as a result. This is made worse by the fact that people of low and fixed incomes, for example pensioners, are most seriously affected and many of them are not able to help themselves.

It is argued by some economists that some inflation is good for the economy, since deflation leads to unemployment and depression, but clearly, a high level of inflation is injurious and makes economic progress difficult, if not possible. Successive governments, therefore, introduce policies which are designed to control inflation. These fall into two groups. The first one aims to decrease demand for goods and services. It includes increases in taxation, restriction of credit, and raising of interest rates, all of which reduce consumers' spending power (demand). These measures are usually supported by reduced government expenditure, which, in turn, decreases the amount of money circulating in the economy and is therefore a further control on demand.

The second group of measures aims to hold or reduce costs and therefore prices. The chief measure is carrying out of an incomes policy designed to control wages and salaries at a specified level or specific ones to the level of increased productivity achieved.

Economists talk of, and distinguish between, cost-push inflation-price rises which occur because the costs of production are increasing more than output, and demand-pull inflation-price rises which occur as a result of increased demand. The two types of inflation are closely connected.

In recent years many measures have been used in an attempt to control inflation. The main ones have been those which limit rises in incomes and prices. While prices and incomes policies do help to control inflation, they obviously do not provide a complete answer. The level of prices at home depends to some extent on the prices of imports, which are determined by factors outside our control, as well as on the value of home currency, which depends partly on the levels of other countries' currencies.

The only permanent answer to the control of inflation is an increase in productivity - and consequently total production - that is easier said than achieved. Many internal and external influences govern economic activity and performance. The government must try to influence and control these for the best interests of the country and its people, through measures which affect the supply of money in the economy, taxation and other controls.

Вариант 3

1. Перепишите следующие предложения, определите в каждом из них тип условного предложения и переведите их на русский язык:

1. If you would like to apply, call Human Resources on 0207753.
2. I wouldn't do that if I were you.
3. If you reduced your price by 8 %, we would increase our order substantially.
4. If we had had a better website, we would have attracted more customers.
5. If you don't easily show your feelings or express your opinion, you are reserved.

2. Перепишите и письменно переведите следующие предложения, содержащие причастия, герундий и инфинитив или конструкции с ними:

1. The price mentioned was five per cent lower than that which had been paid under the previous contract.
2. To meet the increased demand for industrial goods, a great number of new shops have been opened.
3. After listening to the customer's complaint, we try to suggest a number of solutions.
4. Being packed in strong cases, the goods arrived in good condition.
5. All employees are supposed to follow the accepted dress code.
6. Two years were sufficient for the work to be done.
7. I regret not taking the customer's feedback seriously enough.
8. Having spent all the money he started looking for a job.
9. The standard of living having been improved after the First World War, the working class families could afford spending more money on food-stuffs.
10. The article was too brief to bring out all the important areas of economics.

3. Перепишите и переведите на русский язык предложения, содержащие усилительные (эмфатические) конструкции:

1. It was in the 1930s when the term «macroeconomics» was first used.
2. Nevertheless, great changes do occur and have been well documented.
3. It is the man, who helped me in collecting data for my presentation.

4. It is microeconomics that analyses distribution of products and income among consumers and firms.
5. The manager did make his employees start productive work.

4. Перепишите и письменно переведите текст:

Taxation

Taxation is the Government's main source of revenue. A tax is a compulsory charge levied on the taxpayer by the state. There are two main types of taxation in the UK, namely direct and indirect taxation. Income tax, corporation tax, capital transfer tax, motor vehicle tax and local rates are all direct taxes, since they are paid by the taxpayer direct to the respective Government department. Indirect taxes are those paid on the purchase or importation of certain goods and services. They include value added tax, customs duties and excise duties. They are indirect because they are paid initially by the manufacturer, importer or wholesaler and then passed on to the final customer.

Taxation can obviously be classified again into three groups: taxes on income, taxes on capital and taxes on expenditure.

While the main function of taxation is to provide revenue, it also has important subsidiary functions and is one of the ways in which the government affects its policies. The first of these is to reduce the inequality of incomes. This has been achieved - and is still being maintained - by income tax and capital transfer tax. These taxes are progressive. The amount people pay is in accordance with what they can afford, so that a person with a high income pays more income tax than one who earns less and, in addition, their financial responsibilities are taken into account. Consequently, if two men receive the same amount in wages but one is single and the other is married and has two children, the single person will pay more income tax.

The second subsidiary function of taxation is to control the level of economic activity. Selective employment tax falls into this category, since it encourages economy in the use of labour in the service and construction industries. The repayment of the tax, together with additional sums to manufacturing industries in the development areas, was an added incentive to firms to move to those areas and therefore stimulated economic activity in them. Similarly, a substantial increase in corporation tax could cause firms to limit their plans for development and expansion, while a reduction in the rate charged would encourage firms to adopt an expansionist policy.

Taxation's third subsidiary function is to influence production and consumption. The imposition of a tax when goods are bought, or excise duty on certain goods, can reduce the total consumption of them. The imposition of tariffs on imported goods will discourage people from buying them and stimulate the sales of home-produced goods. This was one of the measures used at the end of the 1960s to help to correct the balance of payments.

The last two functions can obviously have a direct effect on businesses, while the first will have indirect consequences for them. The effects of taxation are obviously taken into account as far as possible when planning company policy.

The government's financial policy - and hence taxation - is reviewed annually in the budget. A constant watch is kept on levels of employment in all parts of the country, trends of production, prices and the balance of payments throughout the year.

КОНТРОЛЬНОЕ ЗАДАНИЕ № 6

Для правильного выполнения контрольного задания № 6 необходимо усвоить следующие разделы курса английского языка по любому учебнику:

1. Особенности перевода страдательного залога английских глаголов, имеющих предложное дополнение или дополнение без предлога.
2. Место Participle II, выступающего в функции определения, и способы его перевода на русский язык.
3. Бессоюзные дополнительные и определительные придаточные предложения.
4. Бессоюзные условные предложения (Инверсия).
5. Многозначность should/ would.

После изучения указанного материала можно приступить к выполнению задания.

Вариант 1

1. Перепишите следующие предложения и письменно переведите их на русский язык. При переводе обратите внимание на место предлога в русском языке:

1. His scientific articles are often referred to.
2. Do you think that these figures can be relied on?
3. The terms of agreement were insisted upon.
4. The desire of a customer to buy is influenced by packaging.
5. This method is much spoken about. 6. Our plan was objected to.

2. Перепишите и письменно переведите предложения. Обратите внимание на место Participle II в качестве определения и способы его перевода:

1. People who have specialized knowledge are very valuable to the company.
2. Managers provide detailed instructions so employees know exactly what to do.
3. Marketing includes all the business activities connected with the movement of goods and services from producers to customers.
4. Once signed the contract can't be cancelled.
5. The price mentioned was five per cent lower than that which had been paid under the previous contract.

3. Перепишите следующие предложения; выделите в них придаточные предложения, подчеркните их и определите тип. Предложения переведите:

1. Credit unions were started by people who shared a common bond such as working in the same factory or belonging to the same house of worship.
2. When you keep your savings in a bank, the bank pays you extra money, which is called interest.
3. Marketing can be divided into the four main elements that are popularly known as the four Ps: product, price, placement and promotion.
4. The producers who establish these prices are known as price leaders.
5. The question is whether he knows about her promotion or not.
6. The problem was that he didn't possess negotiating skills.

4. Перепишите и переведите следующие предложения, обращая внимание на порядок слов в придаточных предложениях:

1. Had I known about the vacancy, I would have applied.
2. Rarely have I gained so much valuable experience in any work place.
3. No matter how hard we work, we'll fail if we don't adopt the new job.

5. Перепишите следующие предложения. Укажите, в каком значении употребляются в них глаголы should/would. Предложения переведите:

1. If we'd prepared properly, we wouldn't have lost the contract.
2. You really should open a bank account.
3. When we were working for Link-up we would spend hours on the phone.
4. Business representatives insist that bank customers should save their money in the bank in dollars.
5. The manager suggested that I should be engaged in advertising problems.
6. He tried to persuade me, but I wouldn't listen to him.

6. Перепишите и письменно переведите на русский язык приводимый ниже текст:

Banks and Banking

When it comes to dealing with money, the banks provide a variety of services essential to trade and to the economy of a country. There are two main types of bank:

1. Central banks

These are the institutions which control the banking of the entire country; they work together with the government to control the country's economy. The central bank of the United Kingdom is the Bank of England, in the USA it is the Federal Reserve System, in single-currency Europe the European Central Bank, etc.

The central bank has a number of different functions:

- a) To issue banknotes and coins, the country's currency. These notes and coins are legal tender in the country where they are produced; this means that traders in that country may not refuse them when they are offered as payment.
- b) To look after the country's gold reserves.
- c) To make sure that the country's currency keeps its value.
- d) To act as bankers for the government and the other banks.
- e) To keep inflation under control. Inflation happens when there is a lot more money (in the form of banknotes and credit) available than there are goods for sale (in other words, when demand for the goods exceeds supply). When this happens, prices increase sharply and often. To stop it, the central bank needs to take money out of circulation, for exam-

ple by increasing interest rates (this makes borrowing more expensive and means that fewer people will apply for credit), and by increasing the amount of money which all banks have to deposit with the central bank.

2. Commercial banks

These are the public or private banks which people use for their everyday money matters. If you have a bank account for example, it will be at a commercial bank.

There are three basic types of bank account:

- Current account. This type of account is used for everyday transactions such as paying bills, transferring money and drawing cheques. You can have an overdraft on this type of account (that means you can withdraw more money than you have in the account, although you will have to pay interest for this service), but you don't usually receive interest of the money you pay in.

- Deposit account. This type of account may be used for short-term, small savings; the money paid in earns a small amount of interest. It is not possible to draw cheques or have an overdraft on this type of account, but it is possible to transfer money to it from a current account.

- Investment account. Money paid into this type of account earns more interest, but the customer has to inform the bank in advance when he wants to withdraw his money. If it is a fixed-term account, he may not be able to withdraw the money for a certain period agreed with the bank (for example, five years). This type of account may be used for larger, long-term savings.

Вариант 2

1. Перепишите следующие предложения и письменно переведите их на русский язык. При переводе обратите внимание на место предлога в русском языке:

1. This plan was agreed upon.
2. All her words were taken no notice of.
3. His proposal was objected by everybody.
4. The quotation should be referred more often.
5. Our report was followed by a short presentation.
6. The price of goods is affected by a number of factors.

2. Перепишите и письменно переведите предложения. Обратите внимание на место Participle II в качестве определения и способы его перевода:

1. The goods produced by this company are sold very quickly.
2. Economics has some main applied fields that dealt with specific topics, such as industrial economics, agricultural economics, labour economics, etc.
3. When asked about monetary policy in the UK the student answered very well.
4. When estimated the cost of the campaign amounted to one million pounds.
5. Sustained inflation also has longer-term effects.

3. Перепишите следующие предложения; выделите в них придаточные предложения, подчеркните их и определите тип. Предложения переведите:

1. When someone borrows money from a bank, the bank charges interest.
2. They hope the report will be ready in a couple of hours.
3. The company where she once worked is a bankrupt now.
4. The manager of our office who is a highly educated man, speaks several foreign languages.
5. The government official, whom I met yesterday, asked you to ring him up.
6. Your computer sends all the information about your credit card to the seller's service, which verifies all the details.

4. Перепишите и переведите следующие предложения, обращая внимание на порядок слов в придаточных предложениях:

1. Had the market condition been better, the share offer would have been a success.
2. Only at the end of the interview did I think I had a chance of getting the job.
3. No sooner had Denzil won the lottery than he decided to quit his job.

5. Перепишите следующие предложения. Укажите, в каком значении употребляются в них глаголы should/would. Предложения переведите:

1. If we hadn't invested so much in e-commerce development, our total online sales wouldn't have increased tenfold over a year.
2. Would you be prepared to do all this work by yourself without any assistance?

3. I think we should launch the new product now.
4. It is necessary that all terms of the contract should be observed.
5. This timetable would be convenient for all the employees.
6. She said that she would apply for a promotion.

6. Перепишите и письменно переведите на русский язык приводимый ниже текст.

Levels and Areas of Management

1. LEVELS OF MANAGEMENT

Each organization can be represented as a three-story structure or a pyramid. Each story corresponds to one of the three general levels of management: top managers, middle managers, and first-line managers. At the basic level of this pyramid there are operating employees.

TOP MANAGEMENT

MIDDLE MANAGEMENT

FIRST-LINE MANAGEMENT

OPERATING EMPLOYEES

A top manager is an upper-level executive who guides and controls the overall activities of the organization. Top managers constitute a small group. They are generally responsible for the organization's planning and developing its mission. They also determine the firm's strategy and its major policies. It takes years of hard work as well as talent and good luck, to reach the ranks of top managers. They are president, vice president, chief executive officer, and member of the Board.

A middle manager is a manager who implements the strategy and major policies handed down from the top level of the organization. Middle managers develop tactical plans, policies, and standard operating procedures, and they coordinate and supervise the activities of first-line managers. Titles at the middle-management level include division manager, department head, plant manager, and operations manager.

A first-line manager is a manager who coordinates and supervises the activities of operating employees. First-line managers spend most of their time working with employees, answering questions, and solving day-to-day problems. Most first-line managers are former operating employees who, owing to their hard work and potential, were promoted into management. Many of today's middle and top managers began their careers on this first management level. Common titles for first-line managers include office manager, supervisor, foreman and project manager.

Operating employees are not managers. They are qualified and non-qualified persons working for the organization. For their labour or services they get salaries or wages. They represent the work force of the organization.

2. AREAS OF MANAGEMENT

An organizational structure can also be divided more or less horizontally into areas of management. The most common areas are finance, operations, marketing, human resources, and administration. Depending on its purpose and mission, an organization may include other areas as well – research and development, for example, or risk management.

A financial manager is primarily responsible for the organization's financial resources. Accounting and investment are specialized areas within financial management. Because financing affects the operation of the entire firm, many of the presidents of the largest companies are people who got their «basic training» as financial managers.

An operations manager creates and manages the systems that convert resources into goods and services. Traditionally, operations management is equated with the production of goods. However, in recent years many of the techniques and procedures of operations management have been applied to the production of services and to a variety of nonbusiness activities. Like financial management, operations management has produced a good percentage of products between the organization and its customers or clients. Specific areas within marketing are marketing research, advertising, promotion, sales, and distribution.

A human resources manager is in charge of the organization's human resources programs. He or she engages in human resources planning, design systems for hiring, training, and appraising the performance of employees, and ensures that the organization follows government regulations concerning employment practices.

An administrative manager (also called a general manager) is not associated with any specific functional area but provides overall administrative leadership. A hospital administrator is a good example of an administrative manager. He or she does not specialize in operations, finance, marketing, or human resources management but instead coordinates the activities of specialized managers in all these areas.

Вариант 3

1. Перепишите следующие предложения и письменно переведите их на русский язык. При переводе обратите внимание на место предлога в русском языке:

1. Nobody likes to be laughed at.
2. He has never been heard of since the accident.
3. The conference is much talked about.
4. His books are often referred to in scientific papers.
5. He can't keep his words, so he can't be relied on.
6. These terms were insisted on by our manager.

2. Перепишите и письменно переведите предложения. Обратите внимание на место Participle II в качестве определения и способы его перевода:

1. Closely-connected enterprises have developed good relationships.
2. The number of engineers hired by this company has increased two times.
3. Packed in strong cases, the goods arrived in good condition.
4. The sellers refused to reduce the prices quoted and the buyers declined the offer.
5. The questions discussed at the conference are very important.

3. Перепишите следующие предложения; выделите в них придаточные предложения, подчеркните их и определите тип. Предложения переведите:

1. Interest is the price people pay when they borrow money.
2. A typical e-commerce begins when you browse through a website and select an item you want to buy.
3. The man you are speaking about is our sales manager.
4. Companies can address business problems to India and China that they couldn't solve in their home markets.
5. The bank in turn lends the deposited money to customers who need capital.
6. The official currency of the UK is the pound sterling, which is equal to one hundred pence.

4. Перепишите и переведите следующие предложения, обращая внимание на порядок слов в придаточных предложениях:

1. Never have I worked so hard in all my life.
2. Seldom have I seen such a good logistics manager.
3. Had the economic climate been more favourable, our e-commerce industries would have expanded massively.

5. Перепишите следующие предложения. Укажите, в каком значении употребляются в них глаголы should/would. Предложения переведите:

1. If they had listened to their customers' comments, they would have been able to improve their services.
2. Our company should develop open and honest relationships between managers and employees.
3. It is required that all employees should wear the uniform.
4. It would be a mistake to think that they are unaware of the fact.
5. It is important that the staff should have a lot of control over their work.
6. Private companies insisted that certain restriction should be placed on the transfer of shares.

6. Перепишите и письменно переведите на русский язык приведенный ниже текст:

Business Organisations

Business organisations belong to either the private or the public sector. The private sector consists of companies belonging to private individuals, and the public sector of companies owned by the government of the country.

The private sector

There are various types of business organisation which operate in the private sector:

1. Sole traders

A business run by a sole trader has just one owner, who is entirely responsible for all the company's business affairs. This type of organisation has certain advantages and disadvantages. The sole trader doesn't have to consult anyone else when making decisions. The profits do not have to be shared with anyone else. A sole trader has to bear 100 % of the risks incurred by his company. For this reason, he may have more difficulties raising capital. A sole trader has unlimited liability for his company, which means that if he goes bankrupt, he may lose both his company and his personal property.

2. Partnerships

A business run by a partnership has two or more owners. When entering into a partnership, an agreement is drawn up defining the rights, respon-

sibilities and liabilities of each partner, such as how the profits are to be distributed and what part each partner is to play in managing the company. The partners may be active, meaning that they are actively involved in the company's business; or sleeping, which means they invest money in the company and receive a share of the profits, but do not concern themselves with the company's business affairs.

There are two types of partnership:

General or ordinary partnership, where all partners have unlimited liability.

Limited or special partnership, consisting of at least one general partner with unlimited liability and at least one limited partner whose liability is limited to the capital he has invested. The limited partners do not run the risk of losing their personal property if the company goes bankrupt, but neither do they have any say in how the business is run.

3. Joint-stock companies

From a legal point of view, a joint-stock company counts as a separate person, which means that its shareholders (owners) and directors (the people chosen by the shareholders to run the company) only have limited liability. The shareholders each receive one dividend (part of the profit) per share. There are two types of joint-stock company:

(a) Public limited company (plc)

The capital for this type of company is raised from members of the public. For this reason, a plc can be listed on the stock exchange, although it doesn't have to be. Before it can start doing business, a plc needs to have a minimum amount of share capital (in England for example, it needs to issue at least £50,000 worth of shares).

(b) Private limited company (Ltd.)

There are many more private limited companies than public limited companies. The shares of a private limited company are held by specially chosen persons or companies, which means it can't be listed on the stock exchange. However unlike public limited companies, private limited companies don't need a minimum amount of share capital – it's theoretically possible for a private limited company to have just one share held by one person.

The public sector

As we know, firms in the public sector are owned by the government, one example being the post office. However, in certain countries, notably

in Britain, there is a trend towards privatisation or selling certain government-owned organisations such as the railway and telephone companies back to the private sector. This has both positive and negative aspects. As firms active in these privatised industries may find themselves in competition with other firms, it is in their interest to make the services provided more efficient, which benefits the customer.

The money raised can be used to reduce taxes.

As firms in the private sector are mainly interested in making a profit, privatisation may make certain services more expensive for the customer. Necessary services may not be provided because they aren't profitable.

Companies in the public sector have certain similarities to public limited companies. However, there are a few important differences:

- While public limited companies are owned by the public, public sector companies are owned by the government.
- The chairman of a plc is chosen by the shareholders, whereas the chairman of a public sector company is chosen by the government.
- A plc obtains capital by selling shares, a public sector company by selling stocks.
- The profits earned by a plc go to the shareholders, the profits earned by a public sector company go back to the government.
- Where the main objective of a plc is to make the largest possible profit, public sector companies are created primarily to provide the public with essential services.

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