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Ярославский государственный университет им. П.Г. Демидова

Кафедра управления и предпринимательства

Кафедра иностранных языков гуманитарных факультетов

УТВЕРЖДАЮ
Директор Института иностранных языков

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« ____ » _____ 20 ____ г.

Рабочая программа дисциплины
«Иностранный язык»

Направление подготовки
38.03.02 Менеджмент

Направленность (профиль)
«Управление проектами»

Форма обучения
Очная

Программа одобрена
на заседании кафедры
от «14»апреля 2021года, протокол № 8

Программа одобрена НМК
Института иностранных языков
протокол № 7 от « 28 » апреля 2021года

Ярославль
2021

1. Цели освоения дисциплины

Целями преподавания дисциплины «Иностранный язык» являются формирование компетенции, позволяющей осуществлять деловую коммуникацию в устной и письменной формах на иностранном языке с учетом особенностей официального и неофициального стилей общения и социокультурных различий, а также переводить профессиональные тексты с иностранного языка на государственный.

2. Место дисциплины в структуре ОП бакалавриата

Дисциплина «Иностранный язык» относится к обязательной части Блока 1 образовательной программы.

Для освоения данной дисциплины студенты должны владеть знаниями, умениями и навыками, приобретенными в курсе освоения предмета «Иностранный язык» в средней школе.

Полученные в курсе «Иностранный язык» знания необходимы для осуществления деловой коммуникации на иностранном языке, а также для продолжения обучения в магистратуре.

3. Планируемые результаты обучения по дисциплине, соотнесенные с планируемыми результатами освоения образовательной программы

Процесс изучения дисциплины направлен на формирование следующих элементов компетенций в соответствии с ФГОС ВО, ООП ВО и приобретения следующих знаний, умений, навыков и (или) опыта деятельности:

Формируемая компетенция (код и формулировка)	Индикатор достижения компетенции (код и формулировка)	Перечень планируемых результатов обучения
Универсальные компетенции		
УК-4 Способен осуществлять деловую коммуникацию в устной и письменной формах на государственном языке Российской Федерации и иностранном (-ых) языке (ах)	ИД-УК-4.1 Осуществляет деловую коммуникацию на иностранном языке с учетом особенностей официального и неофициального стилей общения и социокультурных различий.	Знает фонетический строй, грамматические и лексические структуры устной и письменной речи, особенности культуры стран изучаемого языка, клише делового общения, особенности официального и неофициального стилей общения; Умеет воспринимать иностранную речь в ситуациях устного и письменного делового общения, говорить и писать на иностранном языке на бытовые и профессиональные темы; Владет навыками устной и письменной коммуникации в официальных и неофициальных ситуациях общения
	ИД-УК-4.2 Переводит тексты общего и профессионального назначения с иностранного языка на государственный	Знает основные средства и приемы перевода лексико-грамматических структур; Умеет выполнять элементарный

		предпереводческий анализ текстов общего и профессионального назначения; Владеет навыками перевода с иностранного на русский язык учебных и аутентичных текстов общего и профессионального назначения
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4. Объем, структура и содержание дисциплины

Общая трудоемкость дисциплины «Иностранный язык» составляет 10 зачетных единиц, 360 акад. часов.

№ п/п	Темы (разделы) дисциплины, их содержание	с	Виды учебных занятий, включая самостоятельную работу студентов, и их трудоемкость (в академических часах)						Формы текущего контроля успеваемости Форма промежуточной аттестации (по семестрам)
			лекции	практические	лабораторные	КСР	самостоятельная работа	Зачет/экзамен	
			Контактная работа						
1.	Вводно-коррективный курс	1		4					Входное тестирование. Устный опрос.
2.	Тема: Карьера. Работа моей мечты. Мотивация. Удовлетворённость работой. Грамматика: существительное, местоимение, прилагательное, наречие.	1		8		1	8		Устный опрос. Беседа по теме. Диктант.
3.	Тема: Лидерские качества. Проблемы коммуникации.	1		6			8		Устный опрос. Самостоятельная работа №1.
4.	Грамматика: Простые времена.	1		6		1	6		Контрольная работа №1.
5.	Тема: Стресс на работе.	1		6			8		Устный опрос.
6.	Грамматика: Типы вопросов. Времена группы continuous и perfect.	1		6		1	2,7		Контрольная работа №2.
	Аттестация	1						0,3	Зачет
	Всего за 1 семестр			36		3	32,7	0.3	
7.	Тема: Особенности	2		8			8		Устный опрос.

	культуры страны изучаемого языка.							Беседа по теме. Самостоятельная работа №2
8.	Тема: Конкуренция. Бренды	2		6		8		Устный опрос.
9.	Основы аннотирования и реферирования	2		8		2	6	Реферирование текста.
10.	Тема: Инновации. Важнейшие изобретения человечества.	2		6		8		Устный опрос. Доклад.
11.	Грамматика: Сложные предложения. Союзы. Степени сравнения прилагательных.	2		8		1	3	Контрольная работа №3
	Аттестация	2				2	33,5	0,5 Экзамен
	Всего за 2 семестр			36		5	66,5	0,5
12.	Тема: Реклама.	3		6		4		Устный опрос. Презентации.
13.	Тема: Актуальные экономические / политические события	3		6		6		Доклады.
14.	Тема: Финансы. Экономика и государство	3		6		1	6	Беседа по теме, устный опрос. Самостоятельная работа № 3
15.	Грамматика: Неличные формы глагола	3		6		1	4	Контрольная работа №4
16.	Тема: Особенности культуры ведения бизнеса в различных странах.	3		6		1	6	Устный опрос, Презентации.
17.	Тема: Выдающиеся экономисты и политические деятели	3		6		1	5,7	Беседа по теме Аудирование
	Аттестация	3						0,3 Зачет
	Всего за 3 семестр			36		4	31,7	0,3
18.	Тема: Типы компаний	4		6		8		Беседа по теме.
19.	Тема: Конституционное право	4		6		6		Доклады.
20.	Грамматика: Страдательный залог, Сослагательное наклонение.	4		8		1	6	Контрольная работа№5
21.	Тема: Антикризисное управление	4		8		1	6	Устный опрос. Самостоятельная работа №4
22.	Тема: Глобализация	4		8		2	6	Устный опрос. Контрольная работа №6.
	Итоговая аттестация	4				2	33,5	0,5 Экзамен.
	Всего за 4 семестр			36		6	65,5	0,5
	Всего:			144		18	196,4	1,6 360

Содержание разделов дисциплины (расшифровка 2-го столбца таблицы):

1. Вводно-коррективный курс. Приветствие, знакомство. Специфика артикуляции звуков, фонетические явления. Интонационное оформление предложения:
Discussion: what makes a good communicator?
Reading: international communication
Listening: an interview with a marketing manager for mobile media
Language work: words to describe good and bad communicators
Skills: dealing with communication breakdown
2. Карьера. Работа моей мечты. Мотивация. Удовлетворённость работой: работа с текстом.
Грамматика: существительное, местоимение, прилагательное, наречие.
Discussion: discuss motivation and do a quiz on stress
Reading: perks that work
Listening: an interview with the HPD of a large company
Language work: words for describing motivating factors
Skills: handling difficult situations
3. Лидерские качества. Проблема лидерства и его роль в деловом общении. Качества современного лидера. Ступени лидерского роста. Проблемы коммуникации.
Discussion: defining leadership
Reading: Steve Jobs
Listening: an interview with the founder of a leading company in the world
Language work: words for describing leadership styles and skills
Skills: negotiating
4. Грамматика: Простые времена (Present simple, Past simple, Future Simple).
5. Стресс на работе. Причины. Признаки. Предотвращение. Управление стрессом.
Discussion: discuss the reasons of stress and do a quiz on stress
Reading: stress and the ways to deal with it
Listening: an interview with a psychologist of a large company
Language work: words for describing stress
Skills: handling difficult situations
6. Грамматика: Типы вопросов. Времена группы Continuous и Perfect.
7. Особенности культуры стран изучаемого языка.
Discussion: the world around us, national stereotypes
Reading: are we made of stereotypes: truth or myths?
Listening: an interview with the HPD of a large company
Language work: words for describing cultures
Skills: dealing with international conferences
8. Конкуренция. Бренды.
Discussion: discuss motivation and do a quiz on stress
Reading: coffee culture
Listening: an interview with a brand manager
Language work: words for describing brands and competitors
Skills: brainstorming
9. Основы аннотирования и реферирования текста.
10. Инновации. Важнейшие изобретения человечества.
Discussion: discuss modern innovations in the world
Reading: innovations – rational investment or waste of money
Listening: an interview with a modern inventor
Language work: words for describing innovations and discoveries
Skills: inventing something
11. Грамматика: Сложные предложения. Союзы. Степени сравнения прилагательных.

12. Реклама. Функции. Роль в современном обществе. Виды. Рекламная индустрия. Регулирование.
Discussion: rules, types and investment for ads
Reading: advertise or not?
Listening: an interview with an anti-advertiser
Language work: words for describing ads
Skills: creating advertisement
13. Актуальные экономические / политические события.
14. Финансы. Экономика и государство.
Discussion: ways of raising money
Reading: raising finance
Listening: an interview with a specialist in finance
Language work: idioms
Skills: negotiating
15. Грамматика: Неличные формы глагола.
16. Особенности культуры ведения бизнеса в различных странах.
Discussion: the world around us, business protocol
Reading: business protocols in different countries
Listening: an interview with businessmen
Language work: words for describing business rules of negotiations
Skills: dealing with international conferences
17. Выдающиеся экономисты и политические деятели.
Reports on the chosen personalities
18. Типы компаний: Торговая компания. Холдинговая компания. Страховые компании. Трастовые компании и др.
Discussion: companies and their types
Reading: companies
Listening: an interview with the head of a large company
Language work: words for describing companies and their workers
Skills: dealing with international conferences
19. Конституционное право. Методы регулирования. Субъекты регулируемых отношений. Структура.
Discussion: types of laws
Reading: laws and order
Listening: an interview with a famous lawyer
Language work: words for describing laws and rules
Skills: dealing with laws and their violation
20. Грамматика: Страдательный залог. Сослагательное наклонение.
21. Антикризисное управление. Кризисные факторы. Направления антикризисного управления.
Discussion: rules and taboos for managers
Reading: three management styles
Listening: an interview with an expert on management styles
Language work: management qualities
Skills: putting people at ease
22. Глобализация. Политика и управление. Экономика. Культура. Критика.
Discussion: personal predictions
Reading: new working model for future
Listening: an interview with the head of the knowledge venturing company
Language work: predictions and probability
Skills: getting right information

5. Образовательные технологии, в том числе технологии электронного обучения и дистанционные образовательные технологии, используемые при осуществлении образовательного процесса по дисциплине

В процессе обучения используются следующие образовательные технологии:

Вводная беседа – дает первое целостное представление о дисциплине и ориентирует студента в системе изучения данной дисциплины. Студенты знакомятся с назначением и задачами курса, его ролью и местом в системе учебных дисциплин, дается краткий обзор курса, анализ рекомендуемой учебно-методической литературы. Объясняются организационные особенности работы в рамках курса.

Практическое занятие – занятие, посвященное освоению конкретных умений и навыков и закреплению полученных при объяснении знаний.

Консультации – вид учебных занятий, являющийся одной из форм контроля самостоятельной работы студентов. На консультациях по просьбе студентов рассматриваются наиболее сложные моменты при освоении материала дисциплины, преподаватель отвечает на вопросы студентов, которые возникают у них в процессе самостоятельной работы.

В процессе обучения используются технологии электронного обучения и дистанционные образовательные технологии, в том числе:

Электронный учебный курс по дисциплине «Иностранный язык» в LMS Электронный университет Moodle ЯрГУ.

6. Перечень лицензионного и (или) свободно распространяемого программного обеспечения, используемого при осуществлении образовательного процесса по дисциплине

В процессе осуществления образовательного процесса по дисциплине используются:

для формирования материалов для текущего контроля успеваемости и проведения промежуточной аттестации, для формирования методических материалов по дисциплине:

- программы Microsoft Office;
- Adobe Acrobat Reader.

7. Перечень современных профессиональных баз данных и информационных справочных систем, используемых при осуществлении образовательного процесса по дисциплине (при необходимости)

В процессе осуществления образовательного процесса по дисциплине используются:

1. Автоматизированная библиотечно-информационная система «БУКИ-NEXT» http://www.lib.uniyar.ac.ru/opac/bk_cat_find.php
2. Электронно-библиотечная система «Юрайт» <https://urait.ru/>

8. Перечень основной и дополнительной учебной литературы, ресурсов информационно-телекоммуникационной сети «Интернет» (при необходимости), рекомендуемых для освоения дисциплины

1. Демидова Е. В., Сметанина М. Ю. English for Economic Studies = Английский для экономических направлений : учеб. пособие (для бакалавриата экон. направлений) / АлтГУ, МИЭМИС, Каф. иностр. яз. экон. и юрид. профилей; [авт.-сост.: Е. В. Демидова, М. Ю. Сметанина]. - Барнаул : Изд-во АлтГУ. - Part 1 : Functional

Aspects = Функциональные аспекты. - 2016. - 124 с. - <http://elibrary.asu.ru/xmlui/bitstream/handle/asu/4286/read.7book?sequence=1&isAllowed=y>

2. Уваров, В. И. Английский язык для экономистов (A2–B2). English for Business : учебник и практикум для академического бакалавриата / В. И. Уваров. — 2-е изд., пер. и доп. — М. : Издательство Юрайт, 2018. — 393 с. — https://mx3.urait.ru/uploads/pdf_review/97FCAFB1-0975-41D4-9235-FB71E9EE0759.pdf

б) дополнительная литература

- 1.Итоговые тесты для УМК (для студентов экономических специальностей)=English for Economists. Achievements Tests: Учебное пособие для студентов экономических специальностей. / Авт.-сост.: Князева Н. И., Рунцова Э.В., Тихомирова Л.Б., Хвощевская Л.Д., Кудис С.П., и др. — Мн.: БГУ, 2006. — 95 с. - <https://elib.bsu.by/bitstream/123456789/3967/1/TESTs.pdf>

9. Материально-техническая база, необходимая для осуществления образовательного процесса по дисциплине

Материально-техническая база, необходимая для осуществления образовательного процесса по дисциплине включает в свой состав специальные помещения:

- учебные аудитории для проведения практических занятий (семинаров);
- учебные аудитории для проведения групповых и индивидуальных консультаций;
- учебные аудитории для проведения текущего контроля и промежуточной аттестации;
- помещения для самостоятельной работы;
- помещения для хранения и профилактического обслуживания технических средств обучения.

Специальные помещения укомплектованы средствами обучения, служащими для представления учебной информации большой аудитории.

Помещения для самостоятельной работы обучающихся оснащены компьютерной техникой с возможностью подключения к сети «Интернет» и обеспечением доступа к электронной информационно-образовательной среде ЯрГУ.

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Алексеева В.Н.

**Приложение №1 к рабочей программе дисциплины
«Иностранный язык»**

**Фонд оценочных средств
для проведения текущей и промежуточной аттестации студентов
по дисциплине**

**1. Типовые контрольные задания или иные материалы,
используемые в процессе текущего контроля успеваемости**

Задания для самостоятельной работы / текущего контроля

(Данные задания могут выполняться студентом самостоятельно, в таком случае преподавателем в обязательном порядке не проверяются. Также данные задания могут использоваться преподавателем для текущего контроля сформированности УК-4 индикаторы ИД-УК-4.1 и ИД-УК-4.2)

Раздел 1. Входное тестирование

Test I

1) Прочитайте текст и ответьте на вопросы.

A traveller who had been riding in the rain and was wet through, arrived at a small hotel in the country. There was only one fireplace in the hall and a lot of people around it. The traveller thought of a plan how to get warm. He asked the hotel owner to take some fish to his horse. The hotel owner was surprised but the traveller insisted and the hotel owner did as he was asked. All the people rushed out to see the horse eat fish. The traveller had the fireplace all to himself and felt comfortable. When the hotel owner returned he said, "I was sure horses do not eat fish."— "Then why did you take it to my horse?"

Вопросы:

1. Why did the hotel owner try to feed the horse with fish?
2. Why did the traveller ask him to do it?

2) Поставьте вопрос к подчеркнутому члену предложения.

The traveller thought of a plan how to get warm.

3) Раскройте скобки, употребив правильную глагольную форму.

Once John Smith and his wife Mary who (1 — live) in a small house in the mountains, (2 — find) a dog. Though the dog (3 — be) weak and hungry, he (4 — not eat) anything in the presence of his new masters. Several days later the dog (5 — disappear). John and Mary (6 — leave) alone. But one day when Smith (7 — travel) in a train, he (8 — see) his dog running along the road. He (9 — get) off the train at the next station, (10 — buy) a piece of meat, (11 — catch) the dog and (12 — bring) him home again. There the dog (13 — tie) up for a week.

The dog (14 — escape) several times and each time he (15 — run) north. At last the dog (16 — decide) to stay at the cottage but a long time (17 — pass) before Smith and his wife (18 — can) touch him. They (19 — call) him Wolf.

One summer a stranger (20 — come) to the cottage. As soon as the dog (21 — see) him, he (22— rush) to the stranger and (23 — lick) his hands. Then the stranger (24 - say): "His name (25 - be) not Wolf. It (26 - be) Brown. He (27 - be) my dog." Mary (28 - ask) to leave the dog with them. But the stranger (29 — refuse) and (30 — say) that the dog (31 — must) decide it himself. "I (32 — say) goodbye and (33 — go) away. If he (34 — want) to stay, let him stay." For some time Wolf (35 — watch) the man go. Then he (36 — rush) after him and (37 - try) to stop him. Then the dog (38 - run) back to Smith and his wife (39 - try) to drag Smith after the stranger. He (40 – want) to be at the same time with the old and the new master. Finally the dog (41 — lie) down at the feet of Smith. Mary (42 — be) happy.

4) Выберите правильный вариант. Только один вариант является верным.

1. I... glasses since I was a child	a) wear, b) wore, c) am wearing, d) have been wearing.
2. When the phone rang, I... dinner.	a) cook, b) was cooking, c) had been cooking, d) have been cooking.
3. He usually had dinner at 4 p.m., ... ?	a) had he, b) hadn't he, c) did he, d) didn't he.
4. He works ... and makes good progress.	a) hard, b) hardly, c) good, d) badly.
5. He reminds me ... someone I knew in the army.	a) of, b) to, c) from, d) about.
6. Mary is here. Where are ... ?	a) other, b) others, c) the others, d) another.
7. What ... bad weather we are having today!	a) the, b) a, c) an, d) — .
8. Did you read ... English books at school?	a) some, b) many, c) much, d) none.
9. I want to know what ...,	a) are you doing, b) were you doing, c) will you do, d) you are doing.
10. I've made ... mistakes now than I made last time.	a) few, b) a few, c) fewer, d) less.
11. Can ... of you help me?	a) some, b) any, c) somebody, d) anybody.
12. This translation is twice as	a) easy, b) easier, c) the easiest, d) much easier.
13. We ... two compositions this month.	a) write, b) wrote, c) were writing, d) have written.
14. I had a feeling that somebody ... there before.	a) is, b) was, c) has been, d) had been.
15. She won't see him ... he phones her.	a) except, b) after, c) unless, d) because.
16. ... only one theatre and two cinemas in this city ten years ago.	a) there is, b) there was, c) there are, d) there were.
17. My watch....	a) stops, b) has stopped, c) have stopped, d) stop.
18. Do you know when he ... ?	a) comes, b) will come, c) shall come, d) come.
19. I don't have any pets. Neither	a) she does, b) does she, c) is she, d) does she have.
20. His parents didn't let him ... TV late.	a) to watch, b) watch, c) watching, d) watched.

5) Переведите на английский язык.

1. Москва была основана Юрием Долгоруким.
2. Небо темное, может пойти дождь.
3. Мы не знали, что он собирается нас навестить.
4. Кто знает прогноз погоды на завтра?
5. Нам не пришлось долго ждать их.

6) Выберите правильный ответ.

1. What's the name of the most famous clock in	a) Big Albert, b) Big Stephen, c) Big Wren, d)
--	--

Britain?	Big Ben.
2. What's tartan?	a) a dish, b) a pattern of the kilt, c) a bird, d) a dance.
3. Where is Glasgow situated?	a) in Scotland, b) in Wales, c) in England, d) in Northern Ireland.
4. What's the name of the London underground?	a) Metro, b) Tube, c) Subway, d) Underground,
5. What is the nickname of the Liberal Party?	a) the Tories, b) the Whips, c) the Libs, d) the Whigs.

Раздел 2 Типовые задания по работе с текстом (Устный опрос. Беседа по теме).

1. Read and translate the text.
2. Make up the plan of the text.
3. Retell the text.
4. Speak about a hobby, which can give you extra money.

Creative Ways to Make Money

Making money is something that everybody yearns in one's life. Here are some creative ways to make money where you can turn your hobby into a profession!

The more you get, the lesser it seems. That's what money is all about for many people! We wait endlessly for our increments and we always want those extra few bucks to splurge on things we need or rather, desire! While jobs always give a certain kind of stability, I know many people who go that extra mile to make more money. There are certain kinds of people who actually employ creative ways to generate an extra income so that they have some cash in hand! Definitely, today's mantra is all about green bucks! Everyone is out to make the quick buck. Well, for those who are looking out to have some extra cash in their pockets, here are some creative ways to make money!

Freelance Writing

Do you have a flair for writing? Then you would surely believe the pen is mightier than the sword. With the popularity of the Internet, new options are being opened up in various segments. Writing reviews, blogs, articles, copy matter etc. will help you to make money and keep the creativity flowing as well. You can look for reliable websites that will publish the matter. Freelancing for certain companies can give you the option of obtaining work on a long-term basis if your creative writing is appreciated.

Selling Handmade Greetings and Paintings

If you have a creative mind and can draw or illustrate well, you can use this to create beautiful and exclusive greeting cards and paintings. Handmade greeting cards always have that personal touch which is not available in card shops. Use new techniques and create some meaningful paintings. Survey the market to know the choices and budget and plan your creative works accordingly. This will help you to be in touch with your creative side and also help you to make money alongside.

Freelance Photography

If photography is your hobby and your current job is not anything close to photography, you can use your talent to have some creative kind of business. If fashion is your passion, you can freelance and start with creative portfolios. You can begin with the outdoors and later on, have a studio as well. Or else, you can utilize your holidays to click stunning images of nature and look for magazines or websites where you can sell your work.

Диктант

Catering Business

You can start off with a small-scale business if you have the finance and the zeal to do something different from a regular job routine. Are you a good cook? Think you have the right business sense? Look out for specific areas in your town where there is a lack of good eat outs. Here, you can set up your own snack station and cater to a select crowd.

Teenagers and youngsters can also find creative ways of making money. They can opt for gardening care for their neighbors. Girls who can cook well can look out to supply their homemade stuff at local stores. Those with a flair for designing clothes can begin by creating clothes and providing their designs to design stores. There are many design houses on the lookout for new talent.

Use these creative ideas to make money and have a great time using your creativity to the best. If things work out, you can even have a very lucrative small-scale business where you can make money the fun way!

Раздел 3. Устный опрос.

- 1) What means of communication exist?
- 2) What makes a good communicator?
- 3) What communication problems can arise and how can people solve them?

Самостоятельная работа №1

- 1) Define the following leader qualities in English:

Numerosity, adaptability, flexibility, ability to listen, persistence, charisma.

- 2) Translate into Russian

If you want to be a good leader, develop eloquence but also learn how to be brief and accurate but always polite.

Leadership is nothing but the quality which makes a person stand out from others.

Leaders exude confidence in every single thing that they do -- be it a speech that they deliver, or just their swagger.

- 3) Translate into English

Важными лидерскими качествами являются ответственность и умение слушать собеседника.

Настоящий лидер обладает харизмой, позволяющей ему вести за собой окружающих.

Раздел 4. Контрольная работа №1.

Open the brackets using all the necessary tense forms.

1. Where is your luggage? - I (to leave) it at the station. I (to take) it tomorrow when Nick (to come) to help me.
2. I (to read) about an hour when he (come).
3. The play (not yet to begin) and the people (to talk) in the hall.
4. Yesterday I (to buy) a new pair of gloves, as I (to lose) the old ones.
5. We (to walk) in silence. He already (to tell) me all that (to be) interesting about himself and I (to have) nothing to tell him.
6. The moon (not to rise) yet and only two stars, like two distant lighthouses, (to shine) in the dark blue sky.
7. One night a little swallow (to fly) over the city. His friends (to fly) away to Egypt six weeks before but he (to stay) behind.
8. What you (to do) these three months?
9. Our train starts late in the evening, so if you (to come) at seven o'clock, we will (to pack) our

luggage.

10. When you (to see) him last? I (to meet) him when he (to walk) across the park.

Раздел 5. Устный опрос

- 1) What stressful situations can take place at work? How to deal with them?
- 2) Chose a profession and speak about stresses, a person may suffer from.
- 3) What tips can be given to avoid such situations in every profession?

Раздел 6. Контрольная работа №2

1) Ask 5 types of questions to each sentence:

1. Business culture of Russia is interesting and rich in tradition.
2. He had problems with his business partner from Japan. because he didn't know Japanese cultural features.
3. Punctuality and ability to listen are important qualities for business people.
4. Next year Ann will go abroad to open her own business.

2) Put the verb in brackets in one of perfect tenses

1. I don't know how often I (to tell) you that I don't believe in this.
2. The escaped prisoner (to try) to disguise his appearance, but a scar on his cheek betrayed him.
3. All June's friends (to fall) off one by one before holidays ended.
4. He seemed so ungrateful for anything we did that we (to cease) trying to help him.
5. I (to give) up all thoughts of ever getting to bed, when some of them suggested to go back to the aerodrome.
6. Those shoes (to go) out already.

3) Put the verb in brackets in one of continuous tenses

1. He could see that several women (to hold) back tears.
2. The guard who patiently (to watch) them for some time, finally went off the handle and said the children must behave or he would make trouble.
3. I (to stay) here now. I (to hope) that moment you had come down.
4. I can't understand what he (to drive) at.
5. My mother-in-law (to come) on a long visit now.
6. Now new houses (to go) up in place of the old ones pulled down.

Раздел 7. Самостоятельная работа №2 (аудирование)

Listen to the text twice and write 10-12 sentences about the differences between U.K and U.S business culture.

Differences Between U.K. and U.S. Business Culture

Although the U.S. and the U.K. are both English-speaking countries, cultural differences can create communication difficulties. This article is aimed at both businesspeople and the general public, and gives a brief overview of some of the major distinctions between the two cultures.

Definitions of Success

One big difference between the U.S. and U.K. business cultures is the way that the different cultures define success. The United States is famous for its love of capitalist enterprise, and this cultural tradition has affected the way that Americans understand success. In the States, a successful businessperson is almost exclusively defined as someone who has a good salary and who has achieved financial success. It's true that these people usually also hold high positions in their companies, but position isn't necessarily a requirement for most people. In the U.K., by

contrast, position is much more important, and being well-connected is not merely a means to an end.

After Work

Business people in the U.S. and the U.K. tend to have very different lives outside work. In the United States, it's very common to see a business executive or top-level manager at a little league baseball game or school play. In addition, many American businesspeople are engaged in church activities, volunteerism, or have other responsibilities in the community. As a result of having so much to do after work, it's not common in the U.S. for business people to socialize with colleagues after work. This is very different from the situation in many other countries, including Britain, where having a pint with coworkers is a near-universal after-work pastime.

Work-Life Balance

These days, business culture is changing all over the world, including in the United States and Great Britain. Things that were once taboo, such as discussing one's salary openly, are becoming more widely accepted. Another big change taking place in both countries, but perhaps more evidently in the U.S., is a greater emphasis on work-life balance. American employees were once expected to devote themselves completely to their employers, or at least to appear to do so. Now, however, having a family life and other interests outside work is becoming more and more common. Employers are beginning to acknowledge that their workers are multifaceted, and they're taking greater steps to facilitate a balanced, happy life for employees.

Small Talk

If you're meeting business partners or meeting new people during your travels, you might have to adjust the topics you are used to chatting about. Small talk in the U.S. and the U.K. are very different, and finding common ground can prove difficult if you don't do a little preparation in advance. In the U.K., people are more engaged in world news and other global concerns than Americans are. Americans tend to be more focused on the situation at home, and are particularly interested in celebrity gossip and sports news. Americans also like to discuss their families and compare notes on mutual acquaintances, while the British might be more reserved in that arena.

These are just a few of the cultural differences between two strong English-speaking nations. A lack of cultural understanding can lead to tension and miscommunication, no matter how good our intentions are. That's why, if you're planning a jaunt across the Atlantic, it's a good idea to brush up on your intercultural communication savvy.

Раздел 8. Устный опрос.

1. Answer the questions.

1. What is fair and unfair competition?
2. Should children be taught to cooperate rather than to compete?
3. What are advantages/disadvantages of competition a) in studying 2) at work?
Does competition help you study?
4. Speak about your favourite brands.
5. Should we pay for the brand? Is an expensive thing always reliable?
6. Why do people buy brands?
7. Why do you think people dislike brands?
8. What is the role of advertising in brand development?

2. Comment on the following sayings.

- 1) "There are two kinds of people, those who do the work and those who take the credit. Try to be in the first group; there is less competition there." - Indira Gandhi
- 2) "I'm in competition with myself and I'm losing." - Roger Waters, English Musician and Songwriter
- 3) "Do your work with your whole heart, and you will succeed - there's so little competition." - Elbert Hubbard

4) "The ultimate victory in competition is derived from the inner satisfaction of knowing that you have done your best and that you have gotten the most out of what you had to give." - Howard Cosell, Sports Journalist and Broadcaster

Раздел 9. Реферирование текста.

Analyze the text according to a plan:

How to analyze a text (an article)

1. Information and structure

- The text (article), entitled ... is taken from the magazine (newspaper, book)...
- The text deals with (concerns, touches upon) the question (problem)...
- The text contains information about ...
- The article (text) opens with the statement...
- The author stresses (underlines) that...
- Such fact(s) as ... is (are) mentioned
- In the first (second, next) paragraph (abstract) it goes about...
- In addition we can say that ...
- The author reports, describes, mentions, argues, gives an example...
- The text is written for... (whom)
- In conclusion we can say...

2. Language

- The text mostly contains short (long), simple (complicated) sentences
- Such nouns (verbs, adjectives...) are used to...
- The language is rather simple (difficult)
- The text is full of (economic) terms

3. Personal attitude

a. How much does it agree or clash with your view of the world, and what you consider right and wrong? Why or why not? How much were your views challenged? How well does it address things that you, personally, care about and consider important in the world? How much new did you learn from it?

b. How did you like or enjoy the text overall, and (most importantly) why or why not? Keep in mind that some texts.

– The text makes us think about (understand)...

Пример текста

What is Success in Life

Do you think you are leading a successful life? What is success in life? Are these the questions that keep on tripping in your mind? Read this article as an attempt to find the answers.

"Would you like me to give you a formula for success? It's quite simple, really. Double your rate of failure. You are thinking of failure as the enemy of success. But it isn't at all. You can be discouraged by failure or you can learn from it, So go ahead and make mistakes. Make all you can. Because remember that's where you will find success." - Thomas J. Watson

In our daily schedule and busy lives, there are some lonely moments wherein we tend to think about where are we heading in life! Is this the life we always wanted to live? Can we say

that we are living a successful life, or even heading towards one? Or as a matter of fact, do we even know what is success in life?! Is it getting a high paying job, or having a successful life partner, or both? Really? Do you define success as 'a good job with good money and a good marriage'? Well, this statement may seem to be true initially, but think about it, a high paying job is most of the time, associated with a lot of stress and responsibilities, working till late hours, having no time to spend with family, or even with yourself... can this then be called true success? Think about marrying your true sweetheart, but then there comes a turbulent time in each and every married life wherein you need to meet the demands of marriage, work, and your own. At that point of time, would you call your life to be a true success?

What are the Keys to Success in Life?

How to achieve success in life actually depends on what success means to you! If you ask me, then having a high paying job or marrying your sweetheart is not enough to define success. I would call my life to be a true success if I am content with how my life is, and if I am living my life with a peaceful mind. My life would be a true success if I have some time to laugh with my family, to explore new places with them, and to listen to their views about life. Are you able to do that? The reason why most of the people are never able to be content and happy with their lives is because they are not contented with their life. At first we struggle to get through a good university, then struggle to get a good job, then struggle to match up to the job expectations, then struggle with our own life to maintain a balance between our personal and professional life, and then keep on struggling with our thoughts whether or not this is a successful life! We look for motivational answers for our questions, read great success quotes and write ups to help us get a clue as to where are we heading... and so on. Although these things help, I have summarized the essential keys that can actually help you become more happy and contented with life.

Earn to Live, Don't Live to Earn

You would be surprised to know that most of the people define success as getting a good and high paying job. But what the people today are forgetting is that job is just a means to make your life easier and not to forget how to live your life easily! What is the point of earning a lot of money if you don't get the time for people who are most important to you in life. After all, you are earning for them and yourself only, right?

Value What is More Important, Learn to Prioritize

It is very important to prioritize things that are the most important in your life. Is family more important, or do you give more importance to your work or career? I remember having a discussion on this topic with my aunt wherein she told me that keep your priorities in a jar. Say family is the topmost priority, then symbolize it as pebbles and keep it in the jar. Next is money, then symbolize it as sand and put a layer of sand on top of the pebbles and so on. Once you have prioritized, give your time and symbolize it with water so that the moment you pour it in the jar, it gets soaked in all your priorities.

Keep a Balance with Your Personal and Professional Life

Continued from the aforementioned point, the next step is to be able to achieve a balance in each and every aspect of life, which by far, is the most important and the most difficult thing to do. A balance can be set only if you follow some rules in life. If you are living a life which has no rules, no dos and don'ts, then it becomes very difficult to actually know what to do.

Be Proud of Yourself, but Respect Others Too!

It is very difficult to keep a balance for those people who are always looking for more and are never happy with themselves currently. It therefore, becomes necessary to be thankful for all that you have achieved in life and be proud of yourself as a person. Another key to success and balance in life is to be confident about yourself, but also respect what others say. A

person who respects his elders and values their advice always becomes more successful in life as compared to those who are overshadowed with overconfidence and superiority.

Peace of Mind and Contentment

Another important aspect which can actually make you realize how successful you are in life is how much contented do you feel with your life. At times when you are alone and confused, you should always look at your near and dear ones. Because they are the only ones that remind you how beautiful love is, how beautiful life is! Therefore it is also very important to choose a life partner who would always be there to remind you and help you count your blessings. Trust me, even if you don't have the highest paying job in the world, but you are blessed with a highly supportive set of friends and family, you will find yourself to be the luckiest person on earth.

Be Happy for What you Have, Don't Mourn for What you Don't

It is sad to say so, but most of us always tend to focus on things that we don't have, rather than on things that we already have. For example, you might be sad that you aren't the manager of your firm and someone else was chosen instead of you. However, you don't understand the fact that there may be thousands of candidates who may be dying to be in the place you are right now. Therefore, whenever you feel unhappy or sad, count your blessings and thank God for what he has given you. At times counting the coins in your hand is better than mourning that you didn't get a gold mine.

Live harmoniously, respect others, count your blessings, and be young at heart. All these qualities are of those who are optimistic in life and understand the fact that to live life successfully is to enjoy each and every moment, not to wait for moments wherein you can actually enjoy your life. Obviously, life is to move forward and not to stand still. But then in the end, it is the experience that you get from the journey of life, more than the destination you are headed towards. Success in life may be different for different people, but living it happily each and every moment is the main key of becoming successful in life! So what are you doing NOW to live a successful life?

Раздел 10. Доклады

Chose an important leader of the 20th or 21st century and speak about his life and contribution into the world economy.

Раздел 11. Контрольная работа №3

1) Correct the mistakes

1. He is the most oldest student in his group.
2. You are taller then me.
3. My car is beter than his.
4. It is one of most beautiful lakes in the world.
5. These flowers are more cheap than those ones.

2) Use the necessary degree of comparison

1. The Volga is.....(long) river in Europe.
2. Life in the country is.....(relaxing) than in the city.
3. He is one of.....(rich) people in the world.
4. My house is.....(modern) than yours.
5. The weather today is.....(good) than it was yesterday.

3) Translate into English

1. Мы выбрали маленький ресторанчик, где цены выглядели разумно.
2. Пара, которая сегодня победит, выходит в финал.

3. Наш сын, которому тогда было пять лет, сильно хотел собаку.
4. Я помню день, когда он наконец сделал мне предложение.

4)

1. _____ the house is old, it is still very warm.	<ul style="list-style-type: none"> • although • even • despite • no matter
2. I couldn't sleep _____ very tired.	<ul style="list-style-type: none"> • although I was • despite I be • despite of being • in spite of
3. In spite _____ the heavy snow, we enjoyed our weekend.	<ul style="list-style-type: none"> • — • of • from • being
4. You should insure your bicycle _____ stolen.	<ul style="list-style-type: none"> • in case it will be • if it will be • in case it is • if it is
5. She liked teaching in spite of _____ it was badly paid.	<ul style="list-style-type: none"> • it was a fact • the fact that • — • in fact
6. The club is for members only. You _____ you're a member.	<ul style="list-style-type: none"> • can't go in if • can go in only • can't go in unless • can go in unless
7. Even _____ I was really tired, I couldn't sleep.	<ul style="list-style-type: none"> • - • that • if • though
8. I'll give you my phone number _____ you want to speak to me.	<ul style="list-style-type: none"> • in case • if • for • providing
9. Kate has been married a long time. She got married _____ she was 22 years old.	<ul style="list-style-type: none"> • when • as • while • providing
10. Despite _____ she wouldn't take her coat off.	<ul style="list-style-type: none"> • it was hot • that it was hot • being heat • the heat
11. What a beautiful house! It's _____ a palace.	<ul style="list-style-type: none"> • as • like • even • however
12. Travelling by car is convenient _____ you have somewhere to park.	<ul style="list-style-type: none"> • if not • providing • provided if

13. _____ I got home, I had a bath.	<ul style="list-style-type: none"> • in case • when • as • while • if
14. They are very kind to me. They treat me _____ their own son.	<ul style="list-style-type: none"> • like I am • as if I am • as if I were • as if I be

Раздел 12. Презентации

Find video of an interesting advertising and characterize it in 12-15 sentences according to the plan: 1) What is it about? 2) What effects/special techniques are used to achieve the goal? 3) Your opinion about it's effectiveness.

Выступление с презентацией по теме своего научного исследования (10 минут). Студенты заранее готовят устное выступление с презентацией PowerPoint по теме своего научного исследования на основе ранее полученных знаний.

Критерии оценивания презентации

Критерии	Оценка		
	5	4	3
Содержание ответа	Основное содержание темы отражено, материал излагается логично и последовательно.	Основное содержание темы отражено, материал излагается излишне кратко или излишне подробно, имеются неточности.	Нарушена логическая последовательность содержания, структура слабо выражена.
Оформление с помощью слайдов	Иллюстративный текст воспринимается легко и полно.	Иллюстративный текст воспринимается не всегда легко и полно, не все примеры связаны с содержанием темы.	Иллюстративный текст не способствует восприятию темы.
Выступление	Выступающий свободно владеет темой, ясно и грамотно излагает ее содержание. Выступление понятно и легко воспринимается.	Выступающий владеет темой не в полной мере: при его восприятии иногда возникают трудности.	Материал излагается на 90-100% с опорой на письменный текст.

Раздел 13. Доклады

Speak about an actual recent economic/political event (15 sentences, list of words, 3 sentences for translation into Russian).

Раздел 14. Беседа по теме

1. Do the task:

1. What are the things that can make our life worthwhile are mentioned in the text?
2. Rank them you regard as important for a good worthwhile life.

Comments:

- Sorry, this is bull, more and more people are finding it hard to keep a roof over their heads and food on the table because of the lack of money, it is the greatest cause of family breakups and stress related illness, go and ask all those soon to be living on the streets because of the lack of social housing and the rising cost of food/fuel bills and taxes, horse manure such as this especially with what is happening these days makes my blood boil over.

Please Independent, stop peddling this junk and start focusing on the REAL issues we are facing.

- Nobody ever claimed that people don't need food to eat or a roof over their heads. Of course, such basic needs are of primary importance. This study was about quality of life which is a different thing. The study asked people in different countries to imagine themselves already having lived a full life (so obviously their basic needs were taken care of) and to identify the things that they believed would have made that life worthwhile. People all over the world said that relationships were of primary importance. There is no political agenda here.

Самостоятельная работа № 3

Add your comment.

Money can't buy you the good life

The Independent

But loving relationships can, according to a new study of what people really value

Roger Dobson

Sunday 24 February 2013

We don't care too much for money, it seems. According to a new study, the words of the Beatles song appear to be borne out by science, which has found that wealth, celebrity status and power are the lowest priorities on most people's list of what really matters.

Happy families are the key to a good life, accordingly to new research reported in the Journal of Happiness Studies. Men and women involved in the study were asked to imagine themselves being 85 and near the end, and to rank the 30 things they regarded as important for a good, worthwhile life.

"We focused on conceptions of a good life, or what people think will make their lives worthwhile," said Dr Gregory Bonn, a lecturer in psychology at Monash University in Melbourne, Australia, who led the study. "We asked people to imagine their lives as a completed whole, and to look back and say what was important, and what was not so important. Our results provide compelling evidence that close and enduring relationships are considered central to life satisfaction.

"Real, close relationships are often far from fun: whether it's being married, or raising children, or getting along with close friends and co-workers, all have their own challenges. Over the long run, they include many, many moments that aren't 'fun', but still most of us believe that those relationships are what make life worth living. That should tell us something about human nature."

Having a worthwhile career was rated as more important to a good life than having a successful one. Hobbies or leisure activities that were personally fulfilling were rated as slightly more important as rearing children who were successful.

Gaining wisdom and living a moral life were both in the top 10 requirements for a worthwhile life, and were rated as being more important than being respected.

The lowest-ranked requirement was having had status or celebrity, but that was only slightly behind being religious. Power over other people was third bottom, just behind having many friends. Financial security was rated as more crucial than having amassed wealth, which was rated the fifth least important requirement.

The researchers found that the main requirements for a good life were the same in each of the ethnic groups and cultures that they looked at. "Being connected to other people in desirable ways is of primary importance for all the groups," they found. "Most striking and telling about these results was the degree of similarity or consistency across groups in their preference for close and enduring relationships such as having close friends, having a good marriage or romantic partnership and having a happy family.

"Each of these criteria was rated highly by all groups, suggesting a level of universality in the perception that communion, in the form of close connections to others, is key to the constitution of a satisfying, good, or worthy life."

The finding may suggest that the need for companionship is a biological imperative, said the researchers: "Consistent with this theory, every group we studied saw close and enduring relationships as central to their vision of a good life."

Learn the words:

Worthwhile –good, useful, important

Enduring – lasting

Rearing – raising

Crucial – important

Раздел 15. Контрольная работа №4

1. Open the brackets, using The Infinitive or the Gerund.
 1. They promised (to buy, buying) new equipment.
 2. The director decided (to employ, employing) 5 clerks.
 3. He is good at (to negotiate, negotiating).
 4. This company is interested in (to attract, attracting) new customers.
 5. We want (to place, placing) the advertisement in many papers.
 6. Are you fond of (to develop, developing) new types of goods?
 7. I hate (to pay, paying) taxes.
 8. Jack Wilson offered (to include, including) this data into our programme.
 9. Would you like (to sell, selling) shares?
 10. We prefer (to inform, informing) our clients.

2. Translate, using The Infinitive or the Gerund.
 1. Джордж обещал позвонить после 6 часов вечера.
 2. Директор отказался подписывать документы.
 3. Они продолжали обсуждать этот вопрос в течении 2-х часов.
 4. Роберт интересуется изучением спроса и предложения.
 5. Секретарь забыла сообщить вам эту новость.
 6. Нам удалось получить скидку на данный вид товаров.

3. Use the necessary form of the Participle

1. The students were talking ... exams.
A) discussed B) discussing C) having discussed
2. We received a new ... edition of the book.
A) upgraded B) upgrading C) having upgraded
3. Dorothy was reading a book ... by her.
A) bought B) buying C) having bought
4. The director ordered computers ... by "Song".
A) produced B) producing C) having produced
5. Everybody is pleased with the firm ... this equipment.
A) provided B) providing C) having provided
6. The new models of TV sets ... by this engineer are very popular.

- A) designed B) designing C) having designed
 7. The Chief Researcher was working much ... that problem.
 A) investigated B) investigating C) having investigated

Раздел 16. Презентации.

Prepare a Power Point presentation about peculiarities of business culture of a particular country, and a report of 15-20 sentences.

Выступление с презентацией по теме своего научного исследования (10 минут). Студенты заранее готовят устное выступление с презентацией PowerPoint по теме своего научного исследования на основе ранее полученных знаний.

Критерии оценивания презентации

Критерии	Оценка		
	5	4	3
Содержание ответа	Основное содержание темы отражено, материал излагается логично и последовательно.	Основное содержание темы отражено, материал излагается излишне кратко или излишне подробно, имеются неточности.	Нарушена логическая последовательность содержания, структура слабо выражена.
Оформление с помощью слайдов	Иллюстративный текст воспринимается легко и полно.	Иллюстративный текст воспринимается не всегда легко и полно, не все примеры связаны с содержанием темы.	Иллюстративный текст не способствует восприятию темы.
Выступление	Выступающий свободно владеет темой, ясно и грамотно излагает ее содержание. Выступление понятно и легко воспринимается.	Выступающий владеет темой не в полной мере: при его восприятии иногда возникают трудности.	Материал излагается на 90-100% с опорой на письменный текст.

Раздел 17. Аудирование.

Listen to the text and answer the questions:

- 1) What makes Smith an interesting personality?
- 2) What are his most important works?
- 3) Name the most significant facts in his life.
- 4) What was his last wish?

Adam Smith was a pioneer of political economy and a thinker of modern economics. Due to his extensive work in economics and for being the most influential thinkers in modern economics, Smith was accorded the title of 'Father of Modern Economics'. He is mostly known for his book on 'The Wealth of Nations' which has become the Bible of Capitalism. Although he was born in a small village, his oratory and writing skills were instantly recognised by his mother early on and she took every step to ensure he was given the best education possible. His mother became the most influential person in his life. Smith's behavioural traits and demeanour was quite unusual. He was one of the most eccentric and outlandish personalities ever. He has been caught doing the most bizarre, weird and uncanny things possible like making a weird concoction of bread butter and tea and drinking them all up. In another instance, he went on an aimless walk in his nightgown for about 15 miles before some church bells brought him back to reality. Smith is also known for his benevolence and generous traits. During one instance when he resigned from teaching abruptly he was generous enough to return the fees to his students. However, his students refused to take it. This and more made Smith a very interesting personality.

During Smith's Professorship at Glasgow, he wrote and published one of his Classics 'The Theory of Moral Sentiments'. He wrote this in 1759. The book laid emphasis on how mutual sympathy was the basis of moral sentiments.

His best-seller 'The 'Wealth of Nations' which was published in 1776 was a powerful and very influential book. This book central theme lay on the role of self-interest.

His magnum opus 'An Inquiry into the Nature and Causes of the Wealth of Nations', more popularly known as the 'The Wealth of Nations' was named among the 100 Best Scottish Books of all time. The book came to be known as the first modern work of economics. This book has had its influence on many a people including Former U.K. Prime Minister, Margaret Thatcher who is known to carry this in her hand bag all the time.

Smith never married in his life. He was very close to his mother. His mother died six years before his own death.

Smith died after a painful illness and was buried in Canongate Kirkyard.

On his death bed, he was believed to have regretted that he had not achieved enough. As a last wish he wanted his personal papers to be destroyed after his death.

Раздел 18. Беседа по теме.

Characterize Corporation

Limited Liability Company

Partnership. Give examples. Their advantages and disadvantages.

Раздел 19. Доклады.

Prepare reports in groups about constitutional law families.

Обсуждение докладов и оценивание их студентами.

Примерная шкала оценивания презентации:

Критерий	Оценка		
	5	4	3
Содержание презентации.	В презентации отражены все ключевые позиции работы, четко прослеживается структура, логичная последовательность изложения материала.	В презентации отражены все ключевые позиции работы, имеются небольшие неточности, не мешающие восприятию информации.	Нарушена логическая последовательность изложения материала, нечеткая структура.
Оформление Презентации.	Оформление презентации лаконичное, текст удобно считывается.	В оформлении презентации есть нарушения (избыток текста, не очень удобная для чтения подача материала)	Оформление презентации мешает восприятию ее содержания.
Выступление	Речь отчетливая, понятная; разнообразный словарный запас; владение простыми и сложными грамматическими структурами.	Речь понятная; достаточный словарный запас; владение простыми грамматическими структурами. Допускается не более 4-5 лексико-	Речь не всегда понятная; скудный словарный запас; встречаются грамматические ошибки. Допускается не

	Допускаются лексико-грамматические ошибки, затрудняющие понимание	2-3 не	грамматических ошибок, затрудняющих понимание	не более 7 лексико-грамматических ошибок
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Раздел 20. Контрольная работа №5

1. Перепишите каждое из следующих предложений дважды, образуя предложения нереального условия:

а) относящиеся к настоящему или будущему (II тип);

б) относящиеся к прошедшему (III тип):

1 Will you be very angry if we don't come?

2 If we receive a telegram from him, we won't worry.

3 If you are busy, I leave you alone.

2. Раскройте скобки, употребляя глаголы в требуемой форме. Переведите предложения на русский язык:

1. If you spoke English every day, you (to improve) your language skills.

2. If he (to come) to our house yesterday, he would have met his friend.

3. If he (not to pass) his examination, he will not get a scholarship.

4. I (to be) in a very difficult situation if she had not helped me.

5. If my friend (to be) at home, he will tell us what to do.

6. You would not feel so bad if you (not to smoke) too much.

4. Put the verb into the correct form, present simple or past simple, active or passive.

1. It's a big factory. Five hundred people (employ) there.

2. Water _____ (cover) most of the Earth's surface.

3. Most of the Earth's surface _____ (cover) by water.

4. The park gates _____ (lock) at 6.30 p.m. every evening.

5. The letter _____ (post) a week ago and it _____ (arrive) yesterday.

6. The boat _____ (sink) quickly but fortunately everybody _____ (rescue).

7. Jacob's parents _____ (die) when he was very young. He and his sister _____ (bring) up by their grandparents.

8. I was born in London but I _____ (grow) up in the north of England.

9. While I was on holiday, my camera _____ (steal) from my hotel room.

10. While I was on holiday, my camera _____ (disappear) from my hotel room.

Раздел 21. Устный опрос

1) What crises do business managers have to face?

2) When does a problem become a crisis?

3) Have you ever had such situations in life?

Самостоятельная работа №4

Listen to the text/watch the video and speak about 10 tips of time management for business people. Say, which of them can be effective in everyday life.

Time management tips.

Practice the following techniques to become the master of your own time:

1. Carry a schedule and record all your thoughts, conversations and activities for a week. This will help you understand how much you can get done during the course of a day and where your precious moments are going. You'll see how much time is actually spent producing results and how much time is wasted on unproductive thoughts, conversations and actions.
2. Any activity or conversation that's important to your success should have a time assigned to it. To-do lists get longer and longer to the point where they're unworkable. Appointment books work. Schedule appointments with yourself and create time blocks for high-priority thoughts, conversations, and actions. Schedule when they will begin and end. Have the discipline to keep these appointments.
3. Plan to spend at least 50 percent of your time engaged in the thoughts, activities and conversations that produce most of your results.
4. Schedule time for interruptions. Plan time to be pulled away from what you're doing. Take, for instance, the concept of having "office hours." Isn't "office hours" another way of saying "planned interruptions?"
5. Take the first 30 minutes of every day to plan your day. Don't start your day until you complete your time plan. The most important time of your day is the time you schedule to schedule time.
6. Take five minutes before every call and task to decide what result you want to attain. This will help you know what success looks like before you start. And it will also slow time down. Take five minutes after each call and activity to determine whether your desired result was achieved. If not, what was missing? How do you put what's missing in your next call or activity?
7. Put up a "Do not disturb" sign when you absolutely have to get work done.
8. Practice not answering the phone just because it's ringing and e-mails just because they show up. Disconnect instant messaging. Don't instantly give people your attention unless it's absolutely crucial in your business to offer an immediate human response. Instead, schedule a time to answer email and return phone calls.
9. Block out other distractions like Facebook and other forms of social media unless you use these tools to generate business.
10. Remember that it's impossible to get everything done. Also remember that odds are good that 20 percent of your thoughts, conversations and activities produce 80 percent of your results.

Раздел 22. Устный опрос

- 1) What is economic globalization
- 2) Quotations about globalization
- 3) Anti-global movement
- 4) Advantages and disadvantages of Globalization
- 5) Russia's accession to the WTO

Контрольная работа №6

Translate the text in writing

Self Motivation at Work

A perfect time to write about self motivation, because I badly need it, right now. With an all time low in achieving my targets, I have started trying out simple things regarding my work life. Try these suggestions it might give you the push, you require so badly, to move ahead.

The concept of self motivation is simple - push yourself to perform. The first step towards self motivation is simple, accept the fact that there are a number of ups and downs in life. We travel through many journeys in life, as a child, parent, colleague, employee, superior, etc., and be assured, there are going to be ups and downs. These journeys are like riding waves

on the sea, you go up and you have to come down at some or the other point, and this is exactly where you need self motivation. You will find several theoretical examples of self motivation just by looking at people who are happy, they may be rare, but they are happy. Now, the reason they are happy is that they accept the drawbacks in life, and are ready to face and resolve them.

Planning

Here's what you can do; when you wake up in the morning, make a list of things that you need to do throughout the day. Also include timings within which you will have to complete the things-to-do. Secondly, have a plan 'B' ready because you are going to need it. The Plan 'B' should be a bit shorter than the first one.

Learning from Mistakes

In the past, you may have committed some mistakes regarding decisions and planning of time or resources. If you are facing any such situation, make it a point to list down your interpretation of that mistake, in a manner that starts with the statement 'I should have ... instead of ...'. This greatly helps you to weigh your current options and take the right decision. The great advantage is that you shall have a good overview of what can possibly go wrong here. This exercise will also bring in a great deal of self-control and will prevent you from succumbing to temptation and carelessness.

Timely SWOT Analysis

The SWOT analysis is a kind of analysis where one can analyze 4 integral parts of performance, namely, strength, weakness, opportunities and threats. The SWOT analysis done at the beginning of the day, during the planning phase serves to be quite effective, because you can forecast the coming day's strengths, weaknesses, opportunities, and threats. Writing down the probable SWOT's would also motivate you mentally and make you cautious of the probable negative events of the day. The SWOT is a very popular method among most of the self motivation techniques.

Avoid Procrastination

Self motivation in business is needed because we have often avoided a particular task. Putting off execution or rather procrastinating it is harmful. There are two reasons for procrastination; First the job is difficult and you have a fear of going wrong, or second the job is tedious and long, involving several hours. Thus in such situations the best self motivation is not procrastinating and fearlessly tackling the task at hand immediately. Believe it or not, such an approach will definitely lead you to a path of success. In the modern world procrastination tends to be the biggest hurdle for self motivation at work.

Mossad Temperament

Fearlessness is the Mossad temperament. There are several self motivation tips that tell you to overcome fear. Often in the work place you might be hesitant to do a task due the level of difficulty, as well as the mammoth amount of work. The best way to overcome this fear is to write a note in front of you that 'says what can harm me? When I am right'. You may also prepare some other quotes or slogan notes to help develop a 'nothing to loose' temperament, which in fact is the most apt self motivation stance.

You can also read some self motivation books, in order to enhance a positive thinking which will prevent you from falling into a state of depression. Finally, as the term itself suggests 'self motivation' is a process of finding motivation within yourself. Sit back and think, about your dreams and aspirations, as it is the biggest for of self motivativation.

Список заданий к зачету

(проверка сформированности УК-4, индикатор ИД-УК-4.2, ИД-УК-4.4)

К зачету допускаются студенты:

- 1) посетившие более 80% занятий и выполнившие все практические задания в течение первого семестра;
- 2) выполнившие 70 % и более работ текущего контроля;

Список заданий для проведения итоговой аттестации (экзамен).

Беседа по одной из пройденных тем.

2 семестр

- 1) What is necessary to make a successful career?
- 2) The most important/interesting economic/political event.
- 3) Peculiarities of business culture in different countries.
- 4) Why do people take risk? The most difficult decision/risky event in your life.
- 5) Qualities and skills of a good leader.
- 6) The most popular brands. Your favourite brand.
- 7) What should a person do to be a good speaker/communicator? What does the effective communication depend on?
- 8) Job satisfaction. Ways of effective motivation at work.
- 9) The most useful business person of the 20th or 21st century.
- 10) Problems of communication.
- 11) Advantages/disadvantages of competition in studying and at work.

Analyze the text according to a plan:

How to analyze a text (an article)

1. Information and structure

- The text (article), entitled ... is taken from the magazine (newspaper, book)...
- The text deals with (concerns, touches upon) the question (problem)...
- The text contains information about ...
- The article (text) opens with the statement...
- The author stresses (underlines) that...
- Such fact(s) as ... is (are) mentioned
- In the first (second, next) paragraph (abstract) it goes about...
- In addition we can say that ...
- The author reports, describes, mentions, argues, gives an example...
- The text is written for... (whom)
- In conclusion we can say...

2. Language

- The text mostly contains short (long), simple (complicated) sentences
- Such nouns (verbs, adjectives...) are used to...
- The language is rather simple (difficult)
- The text is full of (economic) terms

3. Personal attitude

a. How much does it agree or clash with your view of the world, and what you consider right and wrong? Why or why not? How much were your views challenged? How well does it address things that you, personally, care about and consider important in the world? How much new did you learn from it?

b. How did you like or enjoy the text overall, and (most importantly) why or why not? Keep in mind that some texts.

– The text makes us think about (understand)...

Пример текста

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'self motivation' is a process of finding motivation within yourself. Sit back and think, about your dreams and aspirations, as it is the biggest for of self motivativation.

4 семестр

1. Advertising in our life. Ways to create effective advertisements.
2. Recent economic/political event
3. Finance
4. Economy and State
5. Outstanding economists and politicians
6. Types of companies
7. Constitutional law
8. Time management
9. Job satisfaction. Motivation at work
10. Crisis management
11. Globalization

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b. How did you like or enjoy the text overall, and (most importantly) why or why not? Keep in mind that some texts.

– The text makes us think about (understand)...

Пример текста

Stress Management Activities

Stress is a condition that arises due to tension and other related factors. As it gives rise to several mental as well as physical problems, indulging in stress management activities on a regular basis, helps a person to maintain his physical and mental well-being. Read on to know some useful and effective activities for stress management.

Many people recommend activities for stress management. Let us have a look at some of the activities that can be beneficial for overcoming stress.

Breathing Exercises

One of the most advocated stress management techniques, breathing exercises can be done at any time of the day and at any place. Irregular, shallow breathing and palpitation are observed when a person is stressed. So one must concentrate on their breathing pattern and try to take deep and regular breaths. Deep breathing is one of the best ways to relieve stress. When a person takes deep breaths, an excess amount of oxygen enters the body. This inflow of oxygen helps in relaxing the muscles of the body, calming the mind as well as waking up the brain, thereby relieving the person.

Healthy Diet

A well-balanced diet is crucial for maintaining health and helping to manage stress. A healthy diet involves all the essential nutrients in adequate amounts. Eating a good, healthy and nutritious breakfast is a good way to start your day and keep the energy levels up throughout the day. Eating five small meals instead of three large ones, help in keeping a person energized too. Avoiding caffeine, which causes mood swings in a person, will keep a person more relaxed and calm. So try to eliminate tea, coffee, chocolates and soft drinks from your diet to get rid of stress.

Pursue a Hobby

Though medicines and exercises help to get rid of stress and bring stability to a great extent, indulging in any creative activities that you enjoy doing during your leisure time can positively affect your psychological and physical health. A hobby will give you happiness and peace of mind as it is an activity that you love doing. Pursuing a hobby of your choice, be it painting, dancing, gardening or cooking, will keep you relaxed and help you unwind at the end of the day. When a person finds time to do something that he likes, it contributes immensely to stress relief.

Relationships

Forming and maintaining relationships and having a strong support system, helps a person in preventing and dealing with stress. It is very important that a person stays in touch with and socializes once in a while with his friends and family as all these bonding activities help in relieving stress. Sharing your feelings with your near and dear ones is as effective as talking about them to a therapist.

Time Management

The most important of all stress management activities is to manage one's time well. To do this, planning ahead is very essential. Doing the most important tasks first, followed by the lesser important ones, will help too. By being consistent with one's work and not procrastinating, will help in better time management.

De-stress and be Happy

Your emotional health can greatly impact your physical well-being, so it's essential to maintain a positive outlook on life and learn how to cope with stressful situations and move on. Stop worrying about the future, enjoy life, be happy and content, laugh a lot and do things that give you joy, to relieve stress. Laughter is a powerful stress-relief medicine. So watch a funny movie, read a humorous book or some funny quotes, to relax yourself. Music is also a great stress buster. Whenever you feel stressed out, listen to any genre of music, of your choice. Besides the above activities, it is very important that a person gets adequate sleep every day to stay energized throughout the day. Besides, one should also take steps to prevent stress. So eat healthy, exercise, stay happy, enjoy life and develop the strength and resilience to bounce back from problems. All these can help to reduce stress and yield positive outcomes.

ЭКЗАМЕН

Содержание экзамена

Экзамен состоит из трех пунктов:

- 1) Письменный перевод специального текста со словарем;
- 2) Передача содержания текста по специальности;
- 3) Беседа по одной из пройденных тем.

Каждый пункт экзаменационного испытания оценивается отдельно. Итоговая экзаменационная оценка представляет собой средний результат.

Критерий оценивания письменного перевода.

Оценка

Выполнен полный и точный перевод. Допускается незначительная стилистическая погрешность, не влияющая на понимание текста. Стил ь и нормы родного языка не нарушены.

5

- Допускаются одна-две фактических (смысловых) ошибки

4

(в зависимости от степени искажения смысла) и одна - две стилистических погрешности, не влияющих на понимание текста. Нарушения норм родного языка незначительные.

-Перевод содержит 3 фактические ошибки, возможна частичная потеря информации. Нарушены нормы и стиль родного языка.

3

-Перевод содержит 4 и более фактических ошибок. Нарушена полнота и адекватность перевода. Стил ь и нормы родного языка нарушены

2

2) Передача содержания текста по специальности

Оценивается эффективность и грамотность передачи студентом содержания исходного текста на английском языке, умение выделить основную идею и передать ее в краткой форме. Ошибкой считается искаженная или неправильно переданная информация, грубые нарушения норм английского языка, повлекшие за собой нарушение коммуникации.

Критерии	Оценка
Цели передачи содержания текста достигнуты в полной мере; допущено не более одной коммуникативно значимой ошибки, приведшей к недопониманию, а также не более трех коммуникативно незначимых ошибок. Передача содержания осуществлена в полном объеме.	5
Цели передачи содержания текста достигнуты в общем; допущено не более двух-трех полных коммуникативно значимых ошибок и трех коммуникативно незначимых ошибок. Передача содержания осуществлена в полном объеме.	4
Главные цели передачи содержания текста достигнуты частично; допущено не более пяти полных коммуникативно значимых ошибок и пяти коммуникативно незначимых ошибок. Передача содержания осуществлена в основном.	3

3) Беседа по теме

	Оценка
Коммуникативная задача решена полностью. Речь понятная, беглая. Высказывания четкие, соответствуют поставленной задаче. Активная лексика используется правильно и в полном объеме. Основные события и факты выявлены правильно. Высказывания логичны. Живо реагирует на реплики и выражает свое отношение к ситуации. Допустимы единичные ошибки, не препятствующие коммуникации.	5
Коммуникативная задача решена не полностью. Есть незначительные нарушения в выявлении фактов воспринимаемого материала. Речь понятная. Активная лексика используется в основном правильно. Высказывания в целом соответствуют ситуации. Допущен ряд грамматических, лексических или фонематических ошибок, не препятствующих коммуникации. Допустимо незначительное нарушение логики и паузы в высказываниях.	4
Коммуникативная задача решена частично. Высказывания содержат значительное количество ошибок и пауз, но соответствуют тематике. Основные факты и события выявлены частично. Активная лексика используется в ограниченном объеме. Логика нарушена.	3
Коммуникативная задача не решена. Основные факты не выявлены. Реакции на реплики отсутствуют. Активная лексика не используется. Общение сводится к отдельным словам при большом количестве фонематических, лексических и грамматических ошибок.	2

Приложение №2 к рабочей программе дисциплины «Иностранный язык»

Методические указания для студентов по освоению дисциплины

В процессе изучения иностранного языка в вузе, студент должен:

- осуществлять серьезную, систематическую и упорную работу по овладению языком, регулярно посещая практические занятия;
- помнить, что самостоятельная работа – неотъемлемая часть освоения дисциплины, без которой аудиторная работа под руководством преподавателя будет менее эффективна. Регулярное использование ресурсов Интернета и периодических изданий позволит повысить собственную языковую культуру.
- постоянно пополнять собственный словарный запас по специальности, заниматься составлением специализированного словника (минимум 30 слов по каждой теме);
- читать художественную и специализированную литературу на иностранном языке, изыскивать возможности общения с носителями языка (семинары и встречи в Домах дружбы, переписка, участие в Интернет-форумах);
- развивать в себе стремление к спонтанному говорению, добиваясь ясного и четкого выражения мысли;
- проявлять уважение к своим преподавателям и поддерживать с ними деловой контакт, выполняя их советы и рекомендации.
- уметь работать в команде в рамках выполнения коммуникативных и групповых заданий.

Задания для самостоятельного решения формулируются на практических занятиях. В качестве заданий для самостоятельной работы дома студентам предлагаются лексико-грамматические упражнения, а также тексты для чтения и задания по ним. Полный список заданий для самостоятельной работы по разделам (темам) дисциплины приведен в ЭУК в LMS Moodle «Иностранный язык». Вопросы, возникающие в процессе или по итогам решения этих задач, можно задать на консультациях или в форуме (чате) в ЭУК в LMS Moodle.

Для самостоятельной работы рекомендуется использовать учебно-методические пособия, изданные преподавателями кафедры иностранных языков гуманитарных факультетов.

В конце второго семестра изучения дисциплины студенты сдают *зачет*, в конце третьего семестра – экзамен.

К зачету допускаются студенты:

- 1) посетившие более 60% занятий и выполнившие все практические задания в течение первого, второго семестров;
- 2) выполнившие более 51 % заданий лексико-грамматических тестов;
- 3) получившие «зачтено» за рассказ по пройденным темам в текущем семестре

В конце третьего семестра изучения дисциплины студенты сдают *экзамен*. Экзамен принимается по экзаменационным билетам, каждый из которых включает в себя три задания:

- а) письменный перевод со словарем текста объемом 1800 печ. зн.
- б) пересказ текста без словаря объемом 1500 печ.зн.
- в) рассказ по одной из пройденных тем.

На самостоятельную подготовку к экзамену выделяется 3 дня, в это время предусмотрена и групповая консультация.

Текущий контроль осуществляется в течение семестра в виде:

1. устного изложения по теме (рассказ, сообщение, доклад)
2. презентации, доклада
3. контроля индивидуального чтения
4. лексико-грамматической работы
5. аудирования
6. тестов в Moodle

1. Требования к устному изложению по теме (рассказ, сообщение, доклад):

Студенты готовят устное изложение по теме, состоящие из 13-15 предложений. Тема должны быть основана на заранее пройденном тексте. При ответе студенты могут пользоваться подробным или кратким планом. Студент осуществляет деловую коммуникацию на иностранном языке с учетом особенностей официального и неофициального стилей общения и социокультурных различий. Студенты должны быть готовы ответить на один-два дополнительных вопроса по теме.

2. Требования к презентации

Студенты готовят презентации по выбранной теме, используя Power Point индивидуально (7-10 слайдов, которые включают незнакомую лексику, мини-тест для контроля понимания материала одноклассниками, список используемых литературных источников). Ответ должен включать не менее 15 предложений на тему индивидуального чтения в свободном изложении. После презентации преподаватель задает два-три вопроса на понимание.

Перед созданием презентации на компьютере важно определить:

- назначение презентации, ее тему, примерное количество слайдов
- как представить информацию наиболее удачным образом
- содержание слайдов
- графическое оформление каждого слайда.

Критерии оценки презентации

Содержание презентации:

- раскрытие темы
- подача материала (обоснованность разделения на слайды: 10(7+3) слайдов, включая части презентации, оглавление, представление темы и один обобщающий слайд)
- наличие и обоснованность графического оформления (фотографий, схем, рисунков диаграмм)
- грамотность изложения
- наличие интересной дополнительной информации по теме проекта
- ссылки на источники информации (в т.ч. ресурсы Интернет).

Оформление презентации:

- единство дизайна всей презентации
- обоснованность применяемого дизайна
- единство стиля включаемых в презентацию рисунков
- применение собственных (авторских) элементов оформления
- оптимизация графики
- обоснованное использование эффектов мультимедиа: графики, анимации, видео, звука.

Навигация: наличие оглавления, кнопок перемещения по слайдам или гиперссылок.

Доклад на заданную тему с использованием презентации.

3. Требования к письменной работе (реферирование, аннотация, эссе)

Критерии оценки письменной работы:

- личная оценка проблемы (приводятся различные точки зрения и их личная оценка);
- знание и понимание материала (определяется чёткостью, ясностью построенных суждений, полнотой раскрытия темы, логикой структурирования доказательств, наличием соответствующих примеров);
- строгое соответствие теме всех используемых понятий;
- сопровождение тезисов грамотной аргументацией;
- умелое использование приёмов анализа, сравнения и обобщения;
- способность объяснить альтернативные взгляды на рассматриваемую проблему и прийти к сбалансированному заключению;
- соблюдение лексических, фразеологических, грамматических и стилистических норм английского литературного языка;
- диапазон используемого информационного пространства - использование большого количества различных источников информации;
- самостоятельность выполнения работы;
- соответствие основным требованиям к оформлению письменной работы.

Полезные советы

1. Одна из самых больших ошибок, которые совершают при написании эссе, – это наполнение его фактами, которые не относятся к заданной теме. Главная тема вашего эссе должна проходить красной линией по всей вашей работе. А все остальные мысли, которые будут в ней, должны дополнять и подтверждать эту тему. В процессе построения эссе необходимо помнить, что один параграф должен содержать только одно утверждение и соответствующее доказательство, подкрепленное иллюстративным материалом.

2. Важно начало каждого параграфа, т. е. переход от параграфа к параграфу. Именно плавные переходы демонстрирует ваше умение ясно и интересно излагать свою мысль.

3. Проверьте все глаголы. Глаголы - основные инструменты в любом языке, поэтому они должны быть, во-первых, правильными (проверьте времена), а во-вторых, интересными, поэтому используйте больше синонимов.

4. Требования к индивидуальному чтению:

Индивидуальное чтение - это форма самостоятельной работы, которую студенты выполняют вне учебной аудитории, ориентируясь на работу каждого студента. Задания по прочитанному тексту могут варьироваться в зависимости от целей учебных занятий. Для индивидуального чтения используется оригинальная литература по специальности в общем объеме от 10000 до 15000 печ.зн. Выбор материалов для перевода зависит от профессионального интереса или учебной необходимости студента или рекомендации преподавателя. На основе перевода готовится сообщение (доклад) в объеме 15-20 предложений.

5. Требования к лексико-грамматической работе:

Оценка по результатам лексико-грамматической работы определяется в баллах по следующему принципу: правильно выполненное задание оценивается в установленный балл. Каждое из заданий может быть оценено половиной заявленных по нему баллов, в случае, когда при его выполнении правильно указана форма слова, но имеются орфографические ошибки.

Полностью неправильно выполненное задание - 0 баллов.

6. Требования к аудированию:

Аудирование – это понимание на слух основного содержания аудио- и видеотекстов, выборочное извлечение интересующей информации. Основной речевой

задачей при понимании звучащих текстов на слух является извлечение основной или заданной студенту информации с поставленной заранее целью. Время звучания текста: до 5 минут. Рекомендуется при подготовке прослушивать текст много раз.

Учебно-методическое обеспечение самостоятельной работы студентов по дисциплине

Для самостоятельной работы рекомендуется использовать литературу, указанную в разделе 8 настоящей программы.

Для самостоятельного подбора литературы по дисциплине, помимо рекомендованной преподавателем литературы для более глубокого изучения разделов дисциплины, в библиотеке ЯрГУ рекомендуется использовать:

1. Личный кабинет (http://lib.uniyar.ac.ru/opac/bk_login.php) дает возможность получения on-line доступа к списку выданной в автоматизированном режиме литературы, просмотра и копирования электронных версий изданий сотрудников университета (учеб. и метод. пособия, тексты лекций и т.д.) Для работы в «Личном кабинете» необходимо зайти на сайт Научной библиотеки ЯрГУ с любой точки, имеющей доступ в Internet, в пункт меню «Электронный каталог»; пройти процедуру авторизации, выбрав вкладку «Авторизация», и заполнить представленные поля информации.

2. Электронная библиотека учебных материалов ЯрГУ

(http://www.lib.uniyar.ac.ru/opac/bk_cat_find.php) содержит более 2500 полных текстов учебных и учебно-методических материалов по основным изучаемым дисциплинам, изданных в университете. Доступ в сети университета, либо по логину/паролю.

3. Электронная картотека «Книгообеспеченность»

(http://www.lib.uniyar.ac.ru/opac/bk_bookreq_find.php) раскрывает учебный фонд научной библиотеки ЯрГУ, предоставляет оперативную информацию о состоянии книгообеспеченности дисциплин основной и дополнительной литературой, а также цикла дисциплин и специальностей. Электронная картотека «Книгообеспеченность» доступна в сети университета и через Личный кабинет.