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Государственное бюджетное профессиональное образовательное учреждение
«Южно-Уральский государственный технический колледж»*

***Контрольно-измерительные материалы
по учебной дисциплине
«Иностранный язык в профессиональной деятельности»
(английский)
по специальности СПО
38.02.01 Экономика и бухгалтерский учет (по отраслям)***

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ПАСПОРТ КОМПЛЕКТА ОЦЕНОЧНЫХ (КОНТРОЛЬНО-ИЗМЕРИТЕЛЬНЫХ) МАТЕРИАЛОВ

1.1. Область применения

Комплект оценочных (контрольно-измерительных) материалов предназначен для оценки результатов освоения учебной дисциплины «Иностранный язык в профессиональной деятельности» программы подготовки специалистов среднего звена по специальности 38.02.01 Экономика и бухгалтерский учет.

Комплект оценочных (контрольно-измерительных) материалов позволяет оценить уровень сформированности элементов следующих общих компетенций:

ОК 3. Планировать и реализовывать собственное профессиональное и личностное развитие;

ОК 4. Работать в коллективе и команде, эффективно взаимодействовать с коллегами, руководством, клиентами;

ОК 9. Использовать информационные технологии в профессиональной деятельности;

ОК10. Пользоваться профессиональной документацией на государственном и иностранном языках;

Комплект оценочных (контрольно-измерительных) материалов позволяет оценить следующие освоенные умения:

- вести диалог (диалог-расспрос, диалог-обмен мнениями/суждениями, диалог-побуждение к действию, этикетный диалог и их комбинации) в ситуациях официального и неофициального общения;
- сообщать сведения о себе и заполнять различные виды анкет, резюме, заявлений и др.;
- понимать относительно полно (общий смысл) высказывания на английском языке в различных ситуациях профессионального общения;
- применять профессионально-ориентированную лексику при выполнении профессиональной деятельности;
- самостоятельно совершенствовать устную и письменную профессионально-ориентированную речь, пополнять словарный запас.

Комплект оценочных (контрольно-измерительных) материалов позволяет оценить следующие усвоенные знания:

- лексический и грамматический минимум, необходимый для чтения и перевода (со словарем) английского профессионально-ориентированного текста;
- лексический и грамматический минимум, необходимый для заполнения анкет, резюме, заявлений и др.;
- основы разговорной речи на английском языке;

- профессиональные термины и определения для чтения нормативной документации.

1.2. Описание процедуры оценки и системы оценивания по программе

1.2.1. Общие положения об организации оценки

Система оценивания по программе учебной дисциплины включает в себя текущий контроль и промежуточную аттестацию. Текущий контроль и промежуточная аттестация проводятся в соответствии с действующим в колледже нормативным локальным актом – Положение о текущем контроле и промежуточной аттестации обучающихся ГБПОУ «Южно-Уральский государственный технический колледж» и актуализированным ФГОС СПО.

Текущий контроль по учебной дисциплине «Иностранный язык в профессиональной деятельности» включает: *устные* опросы, тестирование, выполнение практических работ и т.д. Текущий контроль проводится системно с целью получения своевременной и достоверной информации об уровне освоения программного содержания и при необходимости своевременных корректив реализации программы.

Оценивание осуществляется по пятибалльной шкале.

Формы и методы текущего контроля:

Освоенные умения, усвоенные знания	Формы и средства контроля
Освоенные умения:	
У 1: вести диалог в ситуациях официального и неофициального общения;	Задание № 1
У 2: сообщать сведения о себе и заполнять различные виды анкет, резюме, заявлений и др.;	Задание № 20
У 3: понимать относительно полно (общий смысл) высказывания на английском языке в различных ситуациях профессионального общения;	Задание № 13, 15
У 4: применять профессионально-ориентированную лексику при выполнении профессиональной деятельности;	Задание 12, 16, 17
У 5: самостоятельно совершенствовать устную и письменную профессионально-ориентированную речь, пополнять словарный запас.	Задание 7, 8, 12, 18
Усвоенные знания:	
- лексический и грамматический минимум, необходимый для чтения и перевода (со словарем) английского профессионально-ориентированного текста;	Тестовые задания 1-6 Оценивание словарных и терминологических диктантов в рамках изученных тем. Задание № 19

<ul style="list-style-type: none"> - лексический и грамматический минимум, необходимый для заполнения анкет, резюме, заявлений и др.; - основы разговорной речи на английском языке; - профессиональные термины и определения для чтения документов, инструкций, нормативной документации 	Опросы. Задание № 13, 14 Задание № 9, 10.11
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1.2.2. Промежуточная аттестация

Формой промежуточной аттестации по учебной дисциплине является зачет.

Зачет проводится в 6 семестре на последнем занятии по учебной дисциплине с целью определения уровня усвоения знаний и освоения умений.

Зачет проводится в форме комбинированного оценочного испытания, включающего в себя тестирование и выполнение ситуационных заданий на проверку уровня освоения умений.

<i>Шифр</i>	<i>Наименование элемента программы</i>	<i>Вид промежуточной аттестации</i>	<i>Примечание</i>
ОГСЭ.03	«Иностранный язык в профессиональной деятельности»	Зачет	6 семестр

Инструменты для оценки теоретического материала в рамках промежуточной аттестации

Наименование знаний (элементов компетенций)	Критерии оценки	Формы и методы оценки (тип заданий)	Проверяемые результаты обучения (шифр и наименование ПК)
<ul style="list-style-type: none"> - лексический и грамматический минимум, необходимый для чтения и перевода (со словарем) английского профессионально-ориентированного текста; - лексический и грамматический минимум, необходимый для заполнения анкет, резюме, заявлений и др.; - основы разговорной речи на английском языке; 	«5» - 90 – 100% правильных ответов, «4» - 80-89% правильных ответов, «3» - 70-80% правильных ответов, «2» - 69% и менее правильных ответов.	Теоретические задания для зачета	ОК 3. Планировать и реализовывать собственное профессиональное и личностное развитие; ОК 4. Работать в коллективе и команде, эффективно взаимодействовать с коллегами, руководством, клиентами; ОК 9. Использовать информационные технологии в профессиональной деятельности; ОК10. Пользоваться профессиональной документацией на государственном и

- профессиональные термины и определения для чтения документов, инструкций, нормативной документации			иностранном языках.
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Инструменты для оценки практического этапа аттестации

Наименование умений (Элементов компетенций)	Критерии оценки	Методы оценки	Место проведения оценки	Проверяемые результаты обучения
- вести диалог (диалог-расспрос, диалог-обмен мнениями/суждениями, диалог-побуждение к действию, этикетный диалог и их комбинации) в ситуациях официального и неофициального общения;	«5» - Обучающийся логично строит монологическое высказывание и диалогическую речь в соответствии с коммуникативной задачей, сформулированной в задании. Лексические единицы и грамматические структуры используются уместно. Ошибки отсутствуют. Речь понятна и свободна: все звуки произносятся правильно, соблюдается правильная интонация.	Практические задания для зачета	кабинет иностранного языка	ОК 3. Планировать и реализовывать собственное профессиональное и личностное развитие; ОК 4. Работать в коллективе и команде, эффективно взаимодействовать с коллегами, руководством, клиентами; ОК 9. Использовать информационные технологии в профессиональной деятельности; ОК10. Пользоваться профессиональной документацией на государственном и иностранном языках;
- сообщать сведения о себе и заполнять различные виды анкет, резюме, заявлений и др.;	«4» - Обучающийся логично строит монологическое высказывание и диалогическую речь в соответствии с коммуникативной задачей. Лексические единицы и грамматические структуры соответствуют поставленной коммуникативной задаче. Обучающийся допускает отдельные лексические и/или грамматические ошибки, которые не препят-			
- понимать относительно полно (общий смысл) высказывания на английском языке в различных ситуациях профессионального общения;				
- применять профессионально-ориентированную лексику при выполнении про-				

<p>фессиональной</p>	<p>ствуют пониманию его речи. Речь понятна, практически отсутствует зрительная опора на материал высказывания.</p> <p>«3» - Обучающийся строит монологическое высказывание и диалогическую речь в соответствии с коммуникативной задачей. Высказывание не всегда логично, имеются повторы. Допускаются лексические и грамматические ошибки, которые затрудняют понимание. Речь в целом понятна, в основном соблюдает правильную интонацию, но часто использует зрительную опору.</p> <p>«2» - Коммуникативная задача не выполнена. Допускаются многочисленные лексические и грамматические ошибки, которые затрудняют понимание. Большое количество фонематических ошибок.</p>			
<p>Самостоятельно совершенствовать устную и письменную профессионально-ориентированную речь, пополнять словарный запас.</p>	<p>«5» - 90 – 100% правильных ответов, «4» - 80-89% правильных ответов, «3» - 70-80% правильных ответов, «2» - 69% и менее правильных ответов.</p>			

2. ОЦЕНОЧНЫЕ (КОНТРОЛЬНО-ИЗМЕРИТЕЛЬНЫЕ) МАТЕРИАЛЫ ДЛЯ ТЕКУЩЕГО КОНТРОЛЯ

Задание № 1.

Множественное число существительных.

Притяжательный падеж существительных.

Выберите правильный вариант.

1. Her three ... are crying all the time.
 - a) babies
 - b) babys
 - c) babyes
2. No news ... good news.
 - a) is
 - b) are
 - c) am
3. ... usually fly not very high.
 - a) flyes
 - b) flys
 - c) flies
4. These tomatoes weigh six
 - a) kiloes
 - b) kilos
 - c) killogramm
5. I don't like going by car. If I have a chance, I always go on
 - a) foot
 - b) feet
 - c) foots
6. What do you need these ... for?
 - a) boxs
 - b) boxes
 - c) box
7. I know how ... works.
 - a) an artist's mind
 - b) an artists's mind
 - c) mind's artist
8. Those were the happiest months of our
 - a) lifes
 - b) lives
 - c) lifees

9. Leaves usually ... trees in autumn.
- a) leaf
 - b) leafs
 - c) leaves
10. ... is very bright.
- a) The computer's screen
 - b) The screen of my computer
 - c) screens computer
11. Big ... don't cry.
- a) boys
 - b) boyes
 - c) boy
12. The ... is broken.
- a) building's roof
 - b) roof of the building
 - c) roof's building
13. It is rather dangerous to walk on ... after the rain.
- a) roofs
 - b) roofes
 - c) rooves
14. Dentists recommend using ... twice a day: in the morning and in the evening.
- a) tooth's paste
 - b) toothpaste
 - c) teeth's paste
15. ... are flowers of life.
- a) Childs
 - b) Children
 - c) Childrens
16. The ... room was very funny, so my son wasn't afraid.
- a) doctor's waiting room
 - b) doctor waiting's room
 - c) waiting room of the doctor
17. 50 ... of oil leaked out of the tanker into the sea.
- a) Tones
 - b) Tons
 - c) Tonns
18. There is no piano in the
- a) bushes

- b) bushe
 - c) bushes
19. ... in our house are so annoying. We definitely need a cat.
- a) Mouses
 - b) Mices
 - c) Mice
20. My daughter is afraid of grey ... that come at night.
- a) wolfys
 - b) wolvies
 - c) wolves

Задание № 2.

Степени сравнения прилагательных.

Выберите правильный вариант.

1. My new wardrobe is ____ than yours.
 - a) bigger
 - b) biggest
 - c) big
2. My father wasn't ____ than hers.
 - a) rich
 - b) richer
 - c) the richest
3. Our Spanish is getting ____ every day.
 - a) good
 - b) better
 - c) the best
4. Is your younger sister _____ than you?
 - a) tall
 - b) taller
 - c) tallest
5. They don't think it is ____ way to travel abroad.
 - a) the best
 - b) better
 - c) best
6. Is it _____ boring film he has ever seen?
 - a) most
 - b) more
 - c) the most

7. This strange magic story is ____ longest of the two you told me yesterday.
- a) the
 - b) -
 - c) a
8. This film is much ... than that one.
- a) the most interesting
 - b) more interesting
 - c) interestinger
9. This month I fell much ____.
- a) good
 - b) better
 - c) the best
10. The weather is getting _____ every hour.
- a) badder
 - b) worse
 - c) the worst
11. Pluto and Mars are the _____ planets in our solar system.
- a) far
 - b) farthest
 - c) fathest
12. Our mum was the _____ person in her company.
- a) busiest
 - b) busiest
 - c) most busiest
13. Petrol is twice as ... as it was a few years ago.
- a) expensive
 - b) more expensive
 - c) the most expensive

Задание № 3.

Предлоги.

Выберите правильный вариант.

1. The train leaves ____ five minutes, hurry up.
- a) at
 - b) on
 - c) in
2. I'm going to America ____ April.
- a) at

b) on

c) in

3. He doesn't work ___ Sundays or Mondays.

a) at

b) on

c) in

4. In England the shops shut ___ 5:30.

a) at

b) on

c) in

5. She never feels very good ___ the morning.

a) at

b) on

c) in

6. She is starting work ___ June 4th.

a) at

b) on

c) in

7. What do you do ___ the evenings?

a) at

b) on

c) in

8. I can't sleep ___ night these days.

a) at

b) on

c) in

9. I usually get up ... eight.

a) in

b) on

c) under

10. The house is ... the trees.

a) at

b) behind

c) in

11. Look! The mouse is ... the cupboard!

a) to

b) into

c) in

12. Who is coming ... the room?

- a) into
- b) on
- c) to

13. It is quarter ... nine.

- a) to
- b) at
- c) of

14. This is the letter ... my father.

- a) on
- b) into
- c) from

15. They will come ... the evening.

- a) in
- b) to
- c) at

16. Do you sleep well ... night?

- a) at
- b) in
- c) on

Задание № 4.

Времена английского глагола

Выберите правильный вариант.

1. When Mark arrived, the Johnsons _____ dinner, but stopped in order to talk to him.

- a) were having b) had c) had been having d) was having

2. While Tom _____ a book, Martha _____ TV.

- a) was reading, watched b) read, watched c) was reading, was watching
d) read, was watching

3. The food that Ann is cooking in the kitchen _____ delicious.

- a) is smelling b) smells c) smelt d) will smell

4. We called our friends in London yesterday to tell them about the reunion that we _____.

- a) will plan b) were planning c) plan d) have planned

5. Catherine is studying law at the university, and so _____ Nick.

- a) is b) does c) was d) were

6. I feel terrible. I think I _____ to be sick.

- a) will b) go c) am going d) will be going
7. My colleagues usually _____ four days a week, and till this week they _____ five days.
a) work, work b) are working, work c) are working, are working d) work, are working
8. It _____ outside; I do not like to walk in such weather.
a) rains b) is rain c) is raining d) is rained
9. I _____ a very difficult day tomorrow. I need to prepare for the exam.
a) will have b) am having c) have d) would have
10. At 10 o'clock in the morning on Wednesday Tom _____ a delegation in the office.
a) will receive b) is receiving c) will be receiving d) would receive
11. Although the sun was shining, it was still cold, because it _____ hard for two hours.
a) had been raining b) was raining c) had rained d) is raining
12. She _____ at the parcel long enough, before she _____ that it was for her brother.
a) had been looking, had understood b) had been looking, understood
c) was looking, understood d) was looking, had understood
13. I _____ to the cinema but my friend persuaded me to stay.
a) am not going b) was going c) did not go d) had been going
14. We were good friends, we _____ each other for years.
a) had known b) had knowing c) were knowing d) know
15. We were extremely tired at the end of the journey. We _____ for more than 24 hours.
a) had travelled b) were travelling c) had been travelling d) travel
16. How long _____ this book? How many pages of this book _____?
a) have you been reading, have you been reading b) have you read, have you read
c) have you read, you read d) have you been reading, have you read
17. We always go to Saint Petersburg for our holidays. We _____ there for years.
a) have been going b) are going c) go d) were going
18. I have lost my key again. I _____ things. I lose things too often.
a) always lose b) am always losing c) have always lost
d) was always losing
19. The economic situation is already very bad and it _____ worse.
a) is getting b) gets c) got d) would be getting
20. What time _____ your friend _____ tomorrow?
a) will arrive b) is arrived c) will be arriving d) will arriving

Задание № 5.

Активный и пассивный залог.

Выберите правильный вариант.

1. Cheese.....from milk.

- a) is made
- b) makes
- c) made

2. The letters.....yesterday.

- a) were written
- b) wrote
- c) being written

3. My secretary the mail every morning.

- a) opens
- b) opened
- c) is opened

4. A firefighter the young girl.

- a) was rescued
- b) rescue
- c) rescued

5. Such long bridges..... seldom.....

- a) buided
- b) are built
- c) are being built

6. Excuse the mess. The house.....

- a) is being painted
- b) paints
- c) is painted

7. These chatterboxes.....

- a) should stop
- b) should stopped
- c) should be stopped

8. A gardener..... the flowers now.

- a) is being watered
- b) waters
- c) is watering

9. John said they couldn't take photos. The camera.....

- a) was repaired
- b) was repairing

- c) was being repaired
10. Caroline the dogs every morning.
- a) was walked
- b) walks
- c) is walked
11. Heavy rain the flood.
- a) had been caused
- b) had caused
- c) had being caused
12. The new project.....yet.
- a) has not been finished
- b) has not finished
- c) has not being finished
13. The factory didn't work. The toys.....at the moment.
- a) had not being made
- b) are not being made
- c) were not being made
14. A spokesperson an interview to the reporters.
- a) gave
- b) give
- c) was given
15. Police officers the evidence.
- a) were examining
- b) was examined
- c) were being examined
16. Jazzby black Americans.
- a) created
- b) is been created
- c) was created
17. Cars.....here.
- a) can't have been parked
- b) can't park
- c) can't be parked
18. My jumper.....by Grandma.
- a) were knitted
- b) was knitted
- c) knitted
19. It.....that he will arrive soon.

- a) expected
 - b) is expected
 - c) expects
20. Ilate on Sunday morning.
- a) woke up
 - b) was woke up
 - c) was woken up
21. They the windows every week.
- a) are cleaned
 - b) clean
 - c) is cleaned
22. The project.....by next Friday.
- a) will be finished
 - b) will have been finished
 - c) willhavefinish

Задание № 6.

Модальные глаголы.

Выберите правильный вариант.

1. ... you speak any foreign language?
a) May b) Might c) Will d) Can
2. Jack ... go to hospital yesterday.
a) has to b) must c) should d) had to
3. You look tired. You ... go to bed.
a) must b) should c) would d) could
4. I recommend you to apologize. You ... apologize.
a) should b) shall c) must d) would
5. I ... to work tomorrow.
a) should b) have c) must d) could
6. I am so angry with them. I ... kill them!
a) should b) must c) could d) can
7. Where is Nick? He ... be in his office.
a) would b) might c) ought to d) should
- 8 .Take an umbrella. It ... rain later.
a) might b) should c) can d) would
9. This price is wrong. It ... be \$3.50, not \$4.00.
a) would b) should c) could d) must
10. It's strange that they ... be late.

- a) could b) would c) must d) should
11. ... you please be quiet? I'm trying to read.
a) Would b) Should c) Shall d) Can
12. ... I have one of these cakes?
a) Have to b) May c) Could d) Must
13. We haven't got much time. We ... hurry.
a) needn't b) can c) must d) should
14. If you want to become a teacher, you ... go to teachers training college for four years.
a) must b) may c) should d) have to
15. I ... rather stay at home than go out.
a) would b) must c) shall d) could

Задание № 7.

Подберите соответствующий перевод английским словам.

1. laptop computer —	a) чистая прибыль
2. landline telephone —	b) сумма
3. calculator —	c) имущество
4. printer —	d) счетпокупки
5. source document —	e) валовая прибыль
6. transaction —	f) налоги
7. credit card slip —	g) ноутбук
8. purchase invoice —	h) бухгалтерское программное обеспечение
9. payroll master file —	i) сделка
10. accounting software	j) принтер
11. fiscal year —	k) бухгалтерский баланс
12. gross margin —	l) первичный документ
13. sales revenue —	m) главный файл зарплаты
14. taxes —	n) финансовый год
15. net income —	o) слип кредитной карты
16. balance sheet —	p) доход от продаж
17. asset —	q) стационарный телефон
18. liability —	r) калькулятор
19. sum —	s) обязательство
20. debt —	t) долг

Задание № 8.

Подберите соответствующий перевод русским словам.

1. финансовая деятельность	a) cash flow
2. рентабельность продаж	b) generate
3. снятие	c) proceeds
4. кассовый чек	d) financing activities
5. овердрафт	e) cumulative
6. передача	f) stockholder
7. денежный поток	g) outflow
8. создать	h) dividends
9. отток	i) assess
10. оценка	j) return on sales
11. кумулятивный	k) uncollectible
12. акционер	l) overdraft
13. дивиденды	m) transfer
14. безнадежный	n) cash a check
15. поступления	o) withdrawal

Задание № 9.

Подберите правильное определение термину.

cash flow –

- a) receiving money from investors or creditors;
- b) the process of money moving into and out of company;
- c) money earned from a sale

Задание № 10

Прочитайте статью и выберите правильные варианты ответов.

This week I'd like to address a very common problem. There is often a major communication breakdown between accountants and non-accountants. We bean-counters mistakenly assume that everyone understands our jargon and the conventions of financial reporting. We are so wrong.

I'm going to point out five of the most common financial reporting customs that are second nature to accountants but often misunderstood by non-accountants:

1. There are no minus signs on most financial reports. When a number is meant to be subtracted it is often indicated by putting it in parentheses.
2. The bottom line is presented in an eye-catching way. Accountants will often use a double underline or bold text in the bottom line.

3. The word "profit" is rarely used. Instead, accountants usually use "net incomes" or "earnings".

4. Revenue is reported as the combined total of all sales during a particular period. Details about that sales revenue are not reported.

5. Similar to revenue, operating costs are reported in a lump sum rather than individual values. This includes selling, general and administrative costs, insurance premiums, utilities etc.

It's good to learn these customs. When in doubt, just ask your accountants. Remember, it's part of their job to help you understand your business's finances.

1. All sources of sales revenue are reported as

a. profits

b. a combined total

c. operational costs.

d. individual values.

2. How are negative numbers indicated on income statements?

a. with parentheses

b. with a minus sign

c. with a single underline

d. with a double underline

Тестовое задание № 11.

Соедините правую колонку с левой так, чтобы получились связанные предложения.

1. An excise tax is a fee	a) that remains after all expenses have been deducted from sales revenue
2. A fiscal year is a period	b) of exchanging goods or services for money.
3. Net income is the amount of money	c) to remove that quantity from another number.
4. Payroll is a list of employees	d) that sells products to retailers
5. Selling is the act	e) for producing certain non-essential products like tobacco and fuel
6. To subtract a number is	f) and their salaries or wages.
7. A transaction is an event	g) to encourage or stimulate its growth.
8. A wholesaler is a company	h) used by organizations to prepare annual financial statements
9. to promote something is	i) in which money is exchanged for goods and services.

Тестовое задание №12.

Прочитайте текст и выполните задание после текста.

What's the deal with the balance sheet?

The balance sheet is like a snapshot of a company's financial situation at a moment in time. That's why it is sometimes called a "statement of financial condition". It shows a side-by-side comparison of a company's assets and its liabilities and equity. Assets include things like cash, accounts receivable, and equipment. Liabilities include things like accounts payable and debts owed to creditors.

The balance sheet is one of the basic tools in fundamental analysis. Fundamental analysis helps to determine security valuation as well as growth potential. A major factor that you will want to analyze is your company's working capital, which is current assets minus current liabilities.

Additionally, you will want to calculate your debt-to-equity ratio. This is simply a comparison of total liabilities to owner's equity. To find it, divide total liabilities by owners equity. The resulting ratio indicates how much of your company's operations are funded by debt compared to equity. For example, a debt-to-equity ratio of two means that your company is run twice as much borrowed money as equity.

Подтвердите (+) или опровергните (-) утверждения в соответствии с содержанием текста.

1. A statement of financial condition shows debt.
2. Determine working capital by subtracting current liabilities from current assets.
3. Liabilities minus equity equals debt-to-equity ratio.

Задание № 13.

Соотнесите пропуски соответствующими словами в заявлении.

<i>contact</i>	<i>discuss</i>	<i>employed</i>	<i>welcome</i>	<i>involved</i>
<i>apply</i>	<i>enjoy</i>	<i>notice</i>	<i>advertised</i>	<i>matches</i>
Helen Scott			<i>Laura Winston</i>	
Patagonia GMBH			<i>52 Hanover Street</i>	
Reitmorstrasse 50			<i>Edinburgh EH2 5LM</i>	
8000 Munich 22			<i>Scotland</i>	
Germany			<i>UK</i>	

8th January

Dear MsScott,

I am writing to ¹_____for the position of Public Affairs Associate which was ²_____
_____ last week in the *International Herald Tribune*.

Although I am presently ³ _____ by a non-profit making organization, it has always been my intention to work in a commercial environment. I would particularly ⁴ _____ the chance to work for your company and as you will ⁵ _____ on my enclosed curriculum vitae, the job you are offering ⁶ _____ both my personal and professional interests. My work experience has familiarized me with many of the challenges⁷ _____ in public relations today. I am sure that this, together with my understanding of the needs and expectations of sport and nature enthusiasts, would be extremely relevant to the position. Moreover, as my mother is German, I am fluent in this language and would definitely⁸ _____ working in a German-speaking environment. I would be pleased to ⁹ _____ my curriculum vitae with you in more detail at an interview. In the meantime, please do not hesitate to¹⁰ _____ me if you require further information. I look forward to hearing from you.

Yours sincerely,
 Laura Winston

Задание № 14

Прочитайте текст об экстремальных видах спорта. Установите соответствие между вопросами А-Д и пронумерованными абзацами текста 1-3. Используйте каждую букву только один раз. В задании есть один лишний вопрос.

- A.** Extreme sports become increasingly popular because of punk culture and fashion.
 - B.** Many sports demonstrate daring tricks and are connected with special culture.
 - C.** Snowboarding was introduced into Olympics due to X Games.
 - D.** A winter extreme sport requires a specially designed board.
- 1.** Developed in the 1960s, snowboarding is believed to have originated in the US, where several inventors explored the idea of surfing on the snow. The sport quickly developed, and the early boards were replaced by designs that are specialized to meet the demands of different competitions. The basic design is a board to which the rider's feet are attached with bindings. The size and shape of a board varies according to its use and the size of the snowboarder.
- 2.** The term extreme sports is generally attributed to the X Games, a made-for-television sports festival created by the cable network ESPN in 1995. The success of the X Games raised the profile of these sports. The extreme sports of mountain biking

and snowboarding debuted at the Summer and Winter Olympic Games in 1996 and 1998, respectively.

3. The primary extreme sports - skateboarding, in-line roller-skating, and BMX, for example - often use half-pipes and urban landscapes to perform a wide range of tricks. The sports also share a unique subculture that separates them from traditional team sports. This youth-oriented culture embraces punk music and fashion and emphasizes individual creativity.

Задание №15

Прочитайте текст о действиях во время пожара, затем расставьте номера действий по порядку в соответствии с содержанием текста.

What to do in case of fire:

- If you see fire or smoke, do not panic. Remain calm and move quickly, but do not run.
- Alert the responsible staff and telephone the correct national emergency number. Have someone meet the firefighters to tell them where the fire is. They can lose valuable minutes if they have to find it themselves.
- Rescue any people in immediate danger only if it is safe to do so.
- If practicable, close all doors and windows to contain the fire.
- Try to extinguish the fire using appropriate firefighting equipment only if you are trained and it is safe to do it.
- Follow the instructions of your supervisor and prepare to evacuate if necessary.
- Save records if possible.
- Evacuate your area and check all rooms, especially changing rooms, toilets, storage areas, etc.
- Do a head count of all staff and report any people unaccounted for to the supervisor.

a () Close all doors and windows

b () Do a head count of all staff and visitors.

c () Evacuate your area and check all rooms.

d () Meet the firefighters and give them the details about the fire.

e () Save records.

f () Prepare to evacuate.

g (1) Remain calm and move quickly.

h () Report any people unaccounted for to the supervisor.

i () Rescue any people in immediate danger.

j () Telephone the correct national emergency number.

k () Try to extinguish the fire using appropriate firefighting equipment.

Задание № 16

Прочитайте текст и заполните пробелы в соответствии с содержанием текста.

An employer has several options to consider when he wants to hire a new employee. First of all, he may look within his own company. But if he can't find anybody suitable for the position he will look outside the company. If there is a personnel office in the company, he can ask them to help him to find a qualified applicant. The employer can also use other valuable sources, for example, employment agencies, consulting firms, placement offices and professional societies. He can also advertise in a newspaper or in a magazine and request candidates to send in resumes.

The employer has two sets of qualifications to consider if he wants to choose from among the applicants. He must consider both professional qualifications and personal characteristics. A candidate's education experience and skills are included in his personal qualifications. These can be listed on a resume. A Resume or Curriculum vitae (CV) is an objective written summary of your personal, educational, and experience qualifications. Personal characteristics or personality traits must be evaluated through interviews.

1. When an employer wants to hire a new employee, he may_____ .
2. Personnel office will help you _____.
3. The employer can also _____ .
4. He must consider both _____ .
5. A candidate's education experience and skills _____ .
6. Candidate's personal qualifications can be listed _____ .
7. _____ must be evaluated through interviews.

Задание № 17

Из данных ниже предложений под цифрой 1) выберите те, которые соответствуют содержанию текста, и под цифрой 2) укажите правильный ответ на вопрос: "What tax is placed on the value of property a person inherits?"

Types of indirect taxes

Indirect taxes are paid on goods and services. The taxes are paid by the shops or manufactures, but then passed on to the consumers in the form of higher prices. In the United Kingdom, for example, the Value Added Tax or VAT is the most important indirect tax. The advantage of this tax is that it is directly in line with inflation. If the prices rise, so does the tax. However, the burden of this tax falls more heavily on the less well off. Taxes also may be identified according to the base on which they are

applied. For example, the property tax is levied on both land and buildings (real estate), and personal property. The inheritance tax is placed on the value of property a person inherits. The estate tax is placed on an estate before it is divided among the heirs. Sales tax, levied on sales, may apply either to all kinds of sales or only to certain kinds. If sales taxes are placed on luxury goods they are called luxury taxes and generally represent a high rate of taxation. Excise taxes are those placed on a specific commodity, or thing, by the government. Tobacco and liquor taxes are excise taxes. Customs duties or tariffs are taxes placed on the importation of goods from outside the country. A license tax is one placed on the right to do something, as for example, to sell liquor, tobacco; to get married; to own a dog; to go hunting or fishing. Countries vary in the balance of their taxation: some rely more on income taxes, while others gain a larger proportion from indirect taxation. However, a balance is generally thought to be the fairest system. There are some other principles of taxation. Everyone agrees that the tax system should be simple. Both those who pay the taxes and those who collect them should be able to understand the tax laws. The system should be stable so that the taxpayer knew in advance that he must pay the tax to be able to save money for it.

1) a. Direct taxes are paid on goods and services. b. Taxes also may be identified according to the base on which they are applied. c. Countries vary in the balance of their taxation. 2) a. The excise tax. b. The estate tax. c. The inheritance tax

Задание № 18

Определите, к каким частям речи относятся данные слова. Распределите их в таблице.

Settle, generally, true, medium, borrow, prerequisite, commercial, coin, serve, portable, gradually, debt, consist, unsatisfactory, reliably, payment, precious, currency, involve, broad, cattle, commodity.

noun	verb	adjective	adverb

Задание № 19

Прочитайте текст и скажите, о каком изобретении идет речь

It's difficult to imagine our world today without computers. Of course, they have been around since World War Two, but they were clunky, massively expensive things that had all the calculating power of a brick. When Steve Wozniak and Stephen Jobs introduced the Apple in 1976, however, it changed everything and the rest is, as they say, history. Today, of course, they are everywhere and we have become so dependent upon them that many people almost feel naked without one. For some,

they even provide the very means of maintaining a livelihood: we use them to keep track of our finances, write books, design logos and sell real estate. Plus, they are rapidly replacing the stereo and television in their ability to entertain us with music, movies, and games. It is hard to understand how our ancestors did so well without them.

Задание № 20

Заполните таблицу



His name is Jens. Base is his first name. He comes from Denmark. He is born in Copenhagen, but he lives and works in Flensburg. He is 25 years old and electrician by profession. Mr. Jens is single. His hobbies are surfing and sailing.



Martina Oehri comes from Switzerland. She was born in Lucerne and lives in Zurich. She is married and has one child. Martina Oehri is 30 years old and she is a teacher of physical education. She likes swimming and diving.

First name		
Job		
Nationality		
Place of residence		
Place of birth		
Age		
Marital status		
Children		
Hobbies		

3. ОЦЕНОЧНЫЕ (КОНТРОЛЬНО-ИЗМЕРИТЕЛЬНЫЕ) МАТЕРИАЛЫ ДЛЯ ПРОМЕЖУТОЧНОЙ АТТЕСТАЦИИ

ЗАДАНИЯ ПО УЧЕБНОЙ ДИСЦИПЛИНЕ

«Иностранный язык в профессиональной деятельности»

Проверяемые знания, умения	Критерии оценки
Знания	«5» - 90-100% правильно выполненного задания; «4» - 80-89% правильно выполненного задания;

	<p>«3» - 70-79% правильно выполненного задания;</p> <p>«2» - выполнение 69% и менее всей работы.</p>
Умения	<p>«5» - ответ полный, правильный, понимание материала глубокое;</p> <p>«4» - материал усвоен хорошо, но изложение недостаточно систематизировано, отдельные умения недостаточно устойчивы, в терминологии, выводах и обобщениях имеются отдельные неточности;</p> <p>«3» - ответ обнаруживает понимание основных положений темы, однако, наблюдается неполнота знаний; умения сформированы недостаточно, выводы и обобщения слабо аргументированы, в них допущены ошибки;</p> <p>«2» - речь непонятная, скудная; ни один из вопросов не объяснен, навыки обобщения материала и аргументации отсутствуют.</p>
<p><i>Условия выполнения задания</i></p> <p><i>1. Максимальное время выполнения заданий 90 минут</i></p> <p>Теоретическая часть</p> <p><i>Тестовое задание</i></p> <p>1. Форма личного местоимения «we» в объектном падеже в предложении... Our friend expected ... to bring this book.</p> <p>2. Форма местоимения «he» в объектном падеже в предложении... She saw ... entering.</p> <p>3. Перевод предложения «Она знала, что он добрый человек»: а) She knew he is a kind man. б) She knew him to be a kind man. в) She knows he is a kind man. г) She knew him a kind man.</p> <p>4. Перевод предложения со сложным дополнением «I'd like him to help me»... а) Мне нравится, когда он мне помогает. б) Мне нравилось, когда он мне помогал. в) Я люблю, когда он мне помогает. г) Мне бы хотелось, чтобы он мне помог.</p> <p>5. Правильная форма глагола «to buy» в предложении ... If my mother ... a cake, we should have a very nice party.</p> <p>6. Правильная форма глагола «to go» в предложении... If I get a ticket, I ... to the cinema.</p>	

7.Соответствие главных предложений условным:

- | | |
|--------------------------------|-------------------------------|
| 1) You will see better ... | a) if the weather is fine. |
| 2) He will play football ... | б) if he feels better |
| 3) We shall be happy ... | в) if you put on your glasses |
| 4) I should tell something ... | г) if you rang me up. |
| | д) if I came home early |

8. Объектный падеж местоимения «мы»

- a) we б) ourselves в) our г) us

9. Правильная форма глагола «to take» в предложении ...

He asked me not ... his book.

- a) took б) taken в) takes г) to take

10. Правильная форма глагола «to stay» в предложении ...

She ordered ... at college.

- a) to stay б) stood в) will stay г) stays

11. Эквивалент русскому глаголу «велеть».

- a) to ask б) to say в) to order г) to tell

12. Последовательность основных элементов структуры делового письма

- | | |
|-------------------|-------------------|
| a) cc | д) date |
| б) salutation | е) enclosure |
| в) signature | ж) address |
| г) reference line | з) attention line |

13. Соответствие названиям основных частей резюме русским эквивалентам

- | | |
|---------------------|----------------------|
| 1) languages | а) опыт работы |
| 2) education | б) рекомендации |
| 3) work experience | в) знание языков |
| 4) personal details | г) увлечения |
| 5) referees | д) образование |
| | е) информация о себе |

14. Недостающие слова в предложении «Courses or exams lead to...»

- a) the theatre б) school в) qualification г) university

15. Недостающее слово в предложении «I finished secondary school with the ... of secretarial work»

- a) letter б) application в) diploma г) specialty

Практическая часть

Прочитайте текст, переведите его на русский язык и выполните задания к тексту

PROFIT

“Profit” in everyday life means advantage or good obtained from something. Besides, it can mean money gained in business.

“Profit” for an accountant means simply the difference between total receipts and total costs. For the economist “profit” has a much wider meaning. It is the revenue de-

rived from the use of resources minus the opportunity cost of using those resources. The economist attaches a cost to the use of retained earnings, since they could have yielded revenues if used outside the business. Besides, the economist would value the time of owner managers in accordance with what they could have earned outside the business.

Profit is derived by selling a product for more than the cost required to produce or acquire it. Some consider the pursuit of profit to be the essence of capitalism.

Opponents of capitalism often protest that private owners of capital do not remunerate laborers the full value of their production but keep a portion as profit, claiming this to be exploitative. However, defenders of capitalism argue that when a worker is paid the wage for which he agreed to work, there is no exploitation, especially in a free market where no one else is making an offer more desirable to the worker; that "the full value of a worker's production" is based on his work, not on how much profit is created.

1. Ответьте на вопросы по тексту:

1. What is profit?
2. What is profit for an accountant?
3. What does an economist take into account to calculate profit?
4. What is essential characteristic of capitalism?
5. What do opponents of capitalism protest about?

2. Найдите в тексте эквиваленты слов и выражений профессионально-ориентированной лексики:

Прибыль, различные понятия прибыли, полученная выручка, получение прибыли, реализация прибыли, продажа продукта, частные собственники, полная стоимость, заработная плата.