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учреждение высшего образования
«Дагестанский государственный университет»
Филиал ДГУ в г.Хасавюрте**

«УТВЕРЖДАЮ»
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«___» _____ 2022г.

**ФОНД ОЦЕНОЧНЫХ СРЕДСТВ
ПО УЧЕБНОЙ ДИСЦИПЛИНЕ**

ОГСЭ.04. «Иностранный язык в профессиональной деятельности»

по программе подготовки специалистов среднего звена (ППССЗ)

среднего профессионального образования

Специальность:	38.02.01 Экономика и бухгалтерский учет (по отраслям)
Обучение:	По программе базовой подготовки
Уровень образования, на базе которого осваивается ППССЗ:	Основное общее образование
Квалификация:	Бухгалтер
Форма обучения:	Очная, заочная

Фонд оценочных средств дисциплины «Иностранный язык в профессиональной деятельности (по отраслям)» разработан в 2019 году на основе Федерального государственного образовательного стандарта по специальности 38.02.01 «Экономика и бухгалтерский учёт (по отраслям)» (от 05.02.2018 г. № 69) и Федерального государственного образовательного стандарта среднего общего образования (от 17 мая 2012 г. № 413) для реализации основной профессиональной образовательной программы СПО на базе основного общего образования с получением среднего общего образования.

Организация-разработчик: Филиал Федерального государственного бюджетного образовательного учреждения высшего образования «Дагестанский государственный университет» в г. Хасавюрте

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Фонд оценочных средств дисциплины «Иностранный язык в профессиональной деятельности» рассмотрен на заседании кафедры гуманитарных и естественнонаучных дисциплин филиала ДГУ в г. Хасавюрте
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Зав.кафедрой _____  _____ Р. М. Разаков

Рекомендован к утверждению на заседании педагогического отделения СПО филиала ДГУ в г. Хасавюрте
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1. ПАСПОРТ ФОНДА ОЦЕНОЧНЫХ СРЕДСТВ ПО ДИСЦИПЛИНЕ

1.1. Основные сведения о дисциплине

Общая трудоемкость дисциплины составляет – 136-академических часов.

Очная форма обучения

Вид работы	Трудоемкость, академических часов				
	3 семестр	4 семестр	5 семестр	6 семестр	Всего
Общая трудоёмкость	44	38	28	26	136
Контактная работа:	40	36	26	18	120
Лекции (Л)					
Практические занятия (ПЗ)	40	36	26	18	120
Консультации					
Промежуточная аттестация экзамен					
Самостоятельная работа: самостоятельное изучение разделов (перечислить разделы).	4	2	2	2	10
Раздел 1. Использование иностранного языка в повседневной жизни	2				2
Раздел 2. Работа и карьера	2				2
Раздел 3. Экономика и менеджмент		2			2
Раздел 4. Иностранный язык в профессиональной деятельности			2	2	4
Самоподготовка (проработка и повторение лекционного материала и материала учебников и учебных пособий)					
Подготовка к практическим занятиям.					
Вид итогового контроля - экзамен				6	

1.2. Область применения

Фонд оценочных средств предназначен для проверки результатов освоения дисциплины «Иностранный язык в профессиональной деятельности» подготовки специалистов среднего звена (далее ППССЗ) среднего профессионального образования по специальности 38.02.01 «Экономика и бухгалтерский учет (по отраслям)» части овладения следующими знаниями, умениями:

уметь:

общаться (устно и письменно) на иностранном языке на профессиональные и повседневные темы;

- переводить (со словарем) иностранные тексты профессиональной направленности;

самостоятельно совершенствовать устную и письменную речь, пополнять

словарный запас;

знать:

- лексический (1200-1400 лексических единиц) и грамматический минимум, необходимый для чтения и перевода (со словарем) иностранных текстов профессиональной направленности.

**2. РЕЗУЛЬТАТЫ ОСВОЕНИЯ УЧЕБНОЙ ДИСЦИПЛИНЫ,
ПОДЛЕЖАЩИЕ ПРОВЕРКЕ:**

Результаты обучения (освоенные умения, усвоенные знания)	Формы и методы контроля и оценки результатов обучения
Умения:	
общаться (устно и письменно) на иностранном языке на профессиональные и повседневные темы;	Устный опрос обучающегося: 1. Учитывается способность обучающегося выражать свои мысли, своё отношение к действительности в соответствии с коммуникативными задачами в различных ситуациях и сферах общения. 2. Учитываются речевые умения обучающегося, практическое владение нормами произношения, словообразования, сочетаемости слов, конструирования предложений и текста, владение лексикой и фразеологией русского языка, его изобразительно-выразительными возможностями, нормами орфографии и пунктуации.
переводить (со словарем) иностранные тексты профессиональной направленности; самостоятельно совершенствовать устную и письменную речь, пополнять словарный запас;	Письменная работа: - Выборочный диктант с языковым разбором. - Языковой анализ текста: устные и письменные высказывания текстов с точки зрения языкового оформления, уместности, эффективности достижения поставленных коммуникативных задач. - Анализ языковых единиц с точки зрения правильности, точности и уместности их употребления.
Знания:	
лексический (1200-1400 лексических единиц) и грамматический минимум, необходимый для чтения и перевода (со словарем) иностранных текстов профессиональной направленности;	Устный опрос обучающегося: 1. Учитывается способность обучающегося выражать свои мысли, своё отношение к действительности в соответствии с коммуникативными задачами в различных ситуациях и сферах общения. 2. Учитываются речевые умения обучающегося, практическое владение нормами произношения, словообразования, сочетаемости слов, конструирования предложений и текста, владение лексикой и фразеологией русского языка, его изобразительно-выразительными возможностями, нормами орфографии и пунктуации.

Учебная дисциплина «Иностранный язык в профессиональной деятельности» обеспечивает формирование общих компетенций по всем видам деятельности ФГОС по специальности 38.02.01 Экономика и бухгалтерский учет (по отраслям). Особое значение дисциплина имеет при формировании и развитии следующих общих компетенций:

ОК 02. Осуществлять поиск, анализ и интерпретацию информации, необходимой для выполнения задач профессиональной деятельности;
 ОК 03. Планировать и реализовывать собственное профессиональное и личностное развитие.

3. ТРЕБОВАНИЯ К РЕЗУЛЬТАТАМ ОБУЧЕНИЯ ПО ДИСЦИПЛИНЕ, ФОРМЫ ИХ КОНТРОЛЯ И ВИДЫ ОЦЕНОЧНЫХ СРЕДСТВ

№ п/п	Контролируемые модули, разделы (темы) дисциплины	Индекс контролируемой компетенции (или её части)	Оценочные средства		Способ контроля
			наименование	№№ заданий	
1	2	3	4	5	6
1.	Раздел 1. Использование иностранного языка в повседневной жизни	ОК 02; ОК 03;	Тест № 2	1-10	Письменно
2.	Раздел 2. Работа и карьера	ОК 02; ОК 03;	Тест № 3	1-20	Письменно
3.	Раздел 3. Экономика и менеджмент	ОК 02; ОК 03;	Контрольная работа 1	1-3	Письменно
4.	Раздел 4. Иностранный язык в профессиональной деятельности	ОК 02; ОК 03;	Контрольная работа 2	1-3	Письменно

4. ПЕРЕЧЕНЬ ОЦЕНОЧНЫХ СРЕДСТВ

№	Наименование оценочного средства	Характеристика оценочного средства	Представление оценочного средства в фонде
1.	Контрольная работа	Средство проверки умений применять полученные знания для выполнения заданий определенного типа по разделу	Комплект контрольных заданий по вариантам
2.	Тест	Средство проверки знаний теории по определенным темам и умений применять полученные знания для решения заданий определенного типа по теме или разделу	Комплект тестовых заданий по вариантам
3.	Зачет	Средство проверки полученных знаний правильного чтения и понимания текстов определенного типа по разделу	Комплект тестов по вариантам
4.	Экзамен		Комплект билетов

4.1. КРИТЕРИИ ОЦЕНКИ ПО ДИСЦИПЛИНЕ

Текущий контроль при освоении дисциплины осуществляется путем устного и письменного тематического опроса, оценивания практических работ, рефератов на заданную тему, выполненных студентами.

Оценка «отлично» выставляется обучающемуся за работу, выполненную безошибочно, в полном объеме с учетом рациональности выбранных решений;

оценка «хорошо» выставляется обучающемуся за работу, выполненную в полном объеме с недочетами;

оценка «удовлетворительно» выставляется обучающемуся за работу, выполненную в не полном объеме (не менее 50% правильно выполненных заданий от общего объема работы);

оценка «неудовлетворительно» выставляется обучающемуся за работу, выполненную в не полном объеме (менее 50% правильно выполненных заданий от общего объема работы).

К **зачету** допускаются студенты, выполнившие контрольную работу за семестр на положительную оценку.

Для получения зачета студент должен уметь:

1. Правильно читать и понимать со словарём учебные тексты, изученные в течение данного семестра.

2. Уметь прочесть и перевести со словарем незнакомый текст, содержащий изученные грамматические формы и обороты.

Норма чтения за час – 800 печатных знаков письменно или 1200 печатных знаков устно.

За зачет выставляется оценка: «зачтено» / «не зачтено»

Оценивание студента на экзамене

Оценка экзамена (стандартная)	Требования к знаниям
«отлично»	Оценка «отлично» выставляется студенту, если он глубоко и прочно усвоил программный материал, исчерпывающе, последовательно, четко и логически стройно его излагает, умеет тесно увязывать теорию с практикой, свободно справляется с задачами, вопросами и другими видами применения знаний, причем не затрудняется с ответом при видоизменении заданий, использует в ответе материал различной литературы, правильно обосновывает принятое нестандартное решение, владеет разносторонними навыками и приемами выполнения практических задач по формированию общепрофессиональных компетенций.
«хорошо»	Оценка «хорошо» выставляется студенту, если он твердо знает материал, грамотно и по существу излагает его, не допуская существенных неточностей в ответе на вопрос, правильно применяет теоретические положения при решении практических вопросов и задач, владеет необходимыми навыками и приемами их выполнения, а также имеет достаточно полное представление о значимости знаний по дисциплине.
«удовлетворительно»	Оценка «удовлетворительно» выставляется студенту, если он имеет знания только основного материала, но не усвоил его деталей, допускает неточности, недостаточно правильные формулировки, нарушения логической последовательности в изложении материала, испытывает сложности при выполнении практических работ и затрудняется связать теорию вопроса с практикой.
«неудовлетворительно»	Оценка «неудовлетворительно» выставляется студенту, который не

<i>тельно»</i>	знает значительной части программного материала, неуверенно отвечает, допускает серьезные ошибки, не имеет представлений по методике выполнения практической работы. Как правило, оценка «неудовлетворительно» ставится студентам, которые не могут продолжить обучение без дополнительных занятий по данной дисциплине.
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4.2. КОНТРОЛЬНЫЕ ЗАДАНИЯ И ИНЫЕ МАТЕРИАЛЫ ОЦЕНКИ ЗНАНИЙ, УМЕНИЙ, НАВЫКОВ И (ИЛИ) ОПЫТА ДЕЯТЕЛЬНОСТИ ДИСЦИПЛИНЫ

Раздел 1. Использование иностранного языка в повседневной жизни

Тест № 2

Вариант 1.

1. They are in ... London now.
a) – b) an c) a d) the
2. Here is ... newspaper you need. Take it from ... table.
a) a, the b) the, the c) an, the d) –, the
3. There isn't ... juice in the fridge.
a) some b) no c) any d) something
4. I ... an interesting book now.
a) is reading b) am reading c) read d) has read
5. She ... him nothing when he last saw her.
a) told b) has told c) was told d) had told
6. She was the most beautiful girl I ... before.
a) ever meet b) ever met c) had ever met d) have ever met
7. We'll go shopping if I ... money.
a) get b) got c) will get d) would get
8. The Olympic Games ... once in four years.
a) are held b) were held c) held d) hold
9. Mr. White is speaking over the phone, ... he?
a) doesn't b) is c) does d) isn't
10. We ... our house two years ago.
a) bought b) buy c) has bought d) had bought

Вариант 2.

1. Lena ... in the garden.
a) still work b) still works c) is still working d) works still

2. Are you tired? – Yes, a little. I ... the wall today.
 a) have painted b) painted c) paints d) paint
3. You won't pass your exams if you ... hard.
 a) don't work b) won't work c) didn't work d) work
4. Ten children ... to his birthday party.
 a) invited b) were invited c) were invite d) were inviting
5. They got up early in the morning yesterday, ... they?
 a) don't b) didn't c) doesn't d) do
6. We ... our teacher this week.
 a) didn't see b) haven't seen c) haven't saw d) didn't saw
7. Two leaders of the strike ... to prison.
 a) were taken b) was taken c) were take d) had taken
8. My brother is ... programmer. He is ... good specialist.
 a) a, a b) a, the c) the, the d) the, a
9. You need ... visa to visit ... France.
 a) a, the b) a, – c) the, – d) the, the
10. Is there ... milk in ... bottle?
 a) any, the b) some, the c) no, a d) anything, a

Вариант 3.

1. "I don't like ... milk", ... child said.
 a) – , the b) – , – c) a, the d) – , a
2. Is ... Black Sea far from your ... city?
 a) the, the b) the, – c) a, the d) – , the
3. ... water is necessary for our ... life.
 a) A, the b) The, a c) The, the d) – , –
4. ... books in my home library are English, others are Russian.
 a) any b) some c) one d) something
5. Go to the yard. Your brother ... for you there.
 a) wait b) waits c) is waiting d) are waiting
6. We ... Helen this year.
 a) haven't saw b) haven't seen c) have saw d) didn't see
7. The woman explained that she ... my umbrella by mistake.
 a) had taken b) took c) has taken d) taken
8. Nick won't be able to do this work if you ... him.
 a) helped b) helps c) don't help d) won't help
9. ... I make some coffee, or do you prefer tea?

- a) Do b) Will c) Shall d) Must
10. There will be a nice performance in the theatre tonight,
 a) won't there b) will it c) will there d) won't it

Вариант 4.

1. It is ... autumn now.
 a) – b) the c) a d) an
2. ... sky is blue and ... sun is shining brightly on it.
 a) a, the b) the, an c) the, the d) an, a
3. Did you buy ... food?
 a) anything b) something c) some d) any
4. Mike ... in the garden.
 a) is working still b) is still working c) still works d) is works still
5. At last we found out what
 a) have happened b) had happened c) happened d) happens
6. You tried to do it, ...?
 a) did you b) don't you c) do you d) didn't you
7. The lamp ... by him.
 a) has broken b) broke c) was break d) was broken
8. He must let us know he is here, ...?
 a) must he b) mustn't he c) don't he d) didn't he
9. I thought he ... the exam.
 a) passed b) were passing c) had passed d) has passed
10. Rose was a pretty girl with curly white
 a) hear b) hair c) hiar d) hare

Вариант 5.

1. Japanese live on ... isles.
 a) a b) the c) – d) an
2. I saw ... strange men near your bank.
 a) some b) any c) a d) an
3. I go to ... Black sea every summer with my parents.
 a) an b) a c) the d) –
4. Your daughter didn't help you much, ...?
 a) didn't she b) did she c) had she d) hadn't she
5. They will be here in a week, ...?
 a) won't they b) will they c) are they d) aren't they
6. The ... is fine today, isn't it?

- a) whether b) wheatherer c) wheather d) weather
7. I thought she ... Russian at 3 o'clock yesterday.
a) had passed b) was passing c) has passed d) is passing
8. If Steve ... more, he will have good marks.
a) study b) studies c) will study d) studied
9. ... you shut the door? It's too cold in our flat.
a) shall b) will c) should d) need
10. We ... Mr. Green was right.
a) thought b) thought c) thout d) thouht

Вариант 6.

1. He knows ... students of ... institute.
a) -, an b) some, this c) the, a d) -, -
2. What .. cold weather we had on ... Saturday!
a) the, the b) a, a c) -, - d) an, the
3. Have you got ... relatives in Moscow?
a) some b) any c) something d) anything
4. Give me ... more information, please.
a) the b) anything c) some d) any
5. Can you call on a bit later? Jane ... a bath now.
a) has b) is having c) have d) have been had
6. You'll enjoy the performance if you ... it.
a) saw b) see c) will see d) shall see
7. I'll take care of my little brother as soon as he ... to my place.
a) come b) will come c) comes d) shall come
8. This picture ... by the famous painter.
a) painted b) was paint c) was painted d) has been painted
9. There are a lot of interesting books in his home library, ...?
a) aren't there b) aren't they c) are there d) are they
10. Our region is very
a) picturesque b) picturescue c) picturesqe d) picturesuqe

Вариант 7.

1. Can you speak ... German? - ... girl asked.
a) -, - b) -, the c) the, the d) a, a
2. ... last year I visited ... Caucasus.
a) the, a b) -, - c) the, the d) -, the

3. Here are ... letters for him.
a) any b) some c) no d) anything
4. There isn't ... mineral water in ... refrigerator.
a) any, the b) no, the c) some, the d) something, a
5. Why ... at my desk? Could you take your place, please?
a) are sitting you b) do you sit c) you are sitting d) are you sitting
6. When ... school?
a) did Helen finished b) do Helen finish c) has Helen finished d) did Helen finish
7. We had no flat at that time because we ... our old one.
a) has sold b) sold c) had sold d) sold
8. Will you phone us when you ... back from the USA?
a) will come b) comes c) come d) shall come
9. She will be here tomorrow, ...?
a) won't she b) isn't she c) will she d) is she
10. ..., Ann! See you soon.
a) Bue b) By c) Buy d) Bye

Вариант 8.

1. Will you take your exams in ... June?
a) – b) the c) a d) an
2. I hope he will be at ... office tomorrow.
a) – b) a c) the d) an
3. Can you show me ... photos?
a) some b) any c) no d) anything
4. She ... home early.
a) is seldom coming b) seldom comes c) seldom come d) is coming seldom
5. I need a good rest. I ... a heavy day.
a) had b) have been had c) have had d) have been having
6. Don't forget your umbrella. It ... cats and dogs.
a) is raining b) have been raining c) rains d) rain
7. They were late. The talks ... an hour before.
a) started b) start c) has started d) had started
8. If he ... more, he will have better marks.
a) studies b) study c) studied d) will study
9. You are the new student, ...?
a) aren't you b) are you c) do you d) don't you

10. I had much money with me, but it wasn't
 a) enogh b) enough c) enugh d) ennoough

Вариант 9.

1. ... Mrs. Smith is ... good teacher.
 a) –, the b) The, – c) –, a d) The, a
2. What is ... highest peak in Europe?
 a) a b) an c) the d) –
3. Have you got ... interesting and coloured magazines?
 a) no b) a c) some d) any
4. How much ... to buy a ticket to London?
 a) is it costing b) do it cost c) does it cost d) it costs
5. My parents ... to Spain many times.
 a) has b) have c) were d) have been
6. He said that he ... the money in the underground.
 a) have found b) has found c) had found d) found
7. If you don't hurry up, you ... miss the train.
 a) shall b) will c) are d) is
8. Fast food ... by the Americans.
 a) invented b) is invented c) were invented d) has invented
9. She never uses her car, ...?
 a) doesn't she b) does she c) didn't she d) did she
10. We ... Mr. Green was right.
 a) thought b) thought c) thout d) thouht

Вариант 10.

1. The boy took as ... boxes as he could carry himself.
 a) few b) little c) many d) much
2. I think he went out ... minutes ago.
 a) few b) little c) a few d) a little
3. This difficult task was given to
 a) us b) our c) ours d) we
4. There ... a lot of white snow in the street.
 a) were b) are c) was d) been
5. Don't laugh at ... my little brother! He ... it.
 a) doesn't like b) don't like c) isn't like d) aren't like
6. Mike is not ... his elder brother Nick.
 a) so strong as b) stronger c) the strongest d) strong as

7. The police arrested Bob, Henry, John and two
 a) other b) the other c) another d) others
8. We've got a heap of letters
 a) late b) lately c) latest d) most latest
9. I've got a girl-friend ... collects dolls.
 a) which b) who c) what d) whose
10. I'm going to the market. ... I buy any fruits for you too?
 a) Will b) Need c) Ought d) Shall

Раздел 2. Работа и карьера

Тест №3

Вариант 1.

1. Father asked the children if they ... some biscuits for coffee.
 a) has bought b) bought c) will buy d) had bought
2. I know you'll get into trouble if you ... a mistake.
 a) make b) shall make c) will make d) made
3. The program of the conference can't
 a) change b) be changed c) be changing d) be a change
4. I ... go home now It's too late.
 a) have to b) shouldn't c) needn't d) don't have to
5. Mr. Smith hasn't read the newspaper yet, ...?
 a) hasn't he b) didn't he c) has he d) did he
6. The lesson ... already begun.
 a) have been b) have c) had d) has
7. My father ... ordered the tickets by that date.
 a) will have b) have c) has ordered d) shall have
8. He ... working.
 a) has been b) have been c) had been d) is been
9. She ... by the news last evening.
 a) is excited b) was excited c) has excited d) were excited
10. Coffee ... some minutes ago.
 a) was prepared b) is prepared c) were prepared d) be prepared
11. The library ... next Sunday.
 a) was closed b) were closed c) is closed d) will be closed

12. He ... now.
 a) will be examined b) has examined c) is being examined d) are being examined
13. She ... at the English lessons.
 a) be asked b) is asked c) were asked d) shall be asked
14. The lunch ... in the dining room when he came.
 a) was being served b) were being served c) is being served d) are being served
15. The message ... to London and Liverpool last Monday.
 a) is sent b) will be sent c) has been sent d) was sent
16. If you ... me, I ... this work in time.
 a) help; shall do b) helps; shall do c) will help; shall do d) help; will do
17. The boy ... in the yard is my brother.
 a) playing b) will play c) shall play d) had played
18. I ... you to help me.
 a) wants b) want c) to want d) will want
19. He said he ... to school the next day.
 a) would not go b) will not go c) shall not go d) should not go
20. Ann thinks she ... a teacher.
 a) should be b) shall be c) would be d) will be

Вариант 2.

1. Denis ... to this house three years ago.
 a) had moved b) has moved c) moved d) is moved
2. Many was tired because she ... hard in the garden all day.
 a) worked b) was working c) had worked d) has worked
3. Mr. Brown will be angry if you ... late for work again.
 a) arrive b) shall arrive c) arrived d) will arrive
4. She asked if our luggage
 a) was already packed b) were already packed c) had already been packed d) was packed already
5. My director says I ... work this Saturday.
 a) mustn't b) haven't to c) shouldn't d) needn't
6. It's a nice day, ...?
 a) does it b) isn't it c) is it d) doesn't it
7. I ... iust ... to him about it.
 a) was; spoken b) have; spoken c) is; spoken d) had; spoken
8. Lena ... us today.
 a) was visited b) visit c) visits d) has visited

6. I ... get up early on Mondays.
a) am able b) have to c) must to d) may
7. You tried to do it, ...?
a) did you b) didn't you c) don't you d) do you
8. My secretary ... for Moscow.
a) have left b) leave c) has left d) is left
9. He ... already ... his course work.
a) have; finished b) is; finished c) has; finished d) are; finished
10. I ... him by that time.
a) shall have called b) were called c) am called d) is called
11. This term ... by June.
a) were finished b) are finished c) shall have finished d) will have finished
12. They ... the contract for two days.
a) have been studying b) has been studying c) have been study d) has been study
13. They ... this work for several days last month.
a) has done b) had done c) have done d) are been doing
14. When I return, the children ... computer games for an hour or so.
a) are playing b) is playing c) had played d) would play
15. Don't let them ... in the garden, it is cold today.
a) to play b) playing c) played d) play
16. The houses ... in our city are not very high.
a) being built b) has built c) is built d) to built
17. If the weather is fine they ... to the country.
a) shall go b) will go c) goes d) to go
18. She said she ... for Paris next week.
a) woud leave b) should leave c) leaves d) to leave
19. The text ... already ... by them.
a) is been; translated b) are; translated c) have been; translated d) has been; translated
20. English ... in many countries of the world.
a) have spoken b) to speak c) is spoken d) are spoken

Вариант 4.

1. Run downstairs. Your brother ... for you.
a) waits b) is waiting c) are waiting d) wait
2. We ... Mary this month.
a) didn't see b) have saw c) have saw d) haven't seen

3. My sister explained that she ... my umbrella by mistake.
 a) took b) had taken c) has taken d) taked
4. Steve will Phone us this evening if he ... at home.
 a) will be b) are c) is d) be
5. The lamp ... by the boys.
 a) broke b) has broken c) was break d) was broken
6. There is nothing to argue about, ...?
 a) is there b) isn't there c) isn't it d) is it
7. My children ... this film three times.
 a) seen b) see c) have seen d) sees
8. We ... already ... lunch at the cafeteria.
 a) have; had b) has; had c) have; have d) has; has
9. By the time he came we ... cleaning the house.
 a) have finished b) finished c) has finished d) had finished
10. She ... the letter before he entered the room.
 a) had hidden b) have hidden c) has hidden d) hidden
11. The clerk ... the papers by the time you are to leave.
 a) will have printed b) shall have printed c) printed d) will printed
12. The train ... at the central terminal by 5 p.m.
 a) will arrive b) arrives c) will have arrived d) shall have arrived
13. He ... about it two days ago.
 a) is said b) said c) was said d) say
14. It' cold. You ... wear warm clothes.
 a) should b) shall c) need d) has to
15. They ... in the forest for four hours tomorrow.
 a) will be b) shall be c) be d) are
16. I ... like you ... work.
 a) would liked; to finish b) would like; to finish c) would like; finish d) would likes; to finish
17. ... home I met my teacher.
 a) Goes b) To go c) Go d) Going
18. As soon as I am free, I ... to you.
 a) am come b) shall come c) has come d) have come
19. This letter ... two days ago.
 a) were discussed b) is discussed c) was discussed d) are discussed

20. She said she ... for Moscow the following month.

- a) would leave b) shall leave c) should leave d) will leave

Вариант 5.

1. Mary ... on Saturdays.

- a) is working usually b) work usually c) usually working d) usually works

2. I can't find my textbook. I think somebody ... is by mistake.

- a) took b) have taken c) takes d) has taken

3. I thought she ... the exam.

- a) passed b) has passed c) had passed d) were passing

4. He will give you his book if he ... an extra one.

- a) has b) shall have c) will have d) have

5. He ... as the best actor of the year.

- a) has been chose b) choose c) has been chosen d) has chose

6. To my mind, the government ... take care of old people.

- a) ought b) need to c) must d) may

7. They are doing lessons now, ... ?

- a) aren't they b) don't they c) are they d) do they

8. I ... already ... you twice.

- a) had; called b) have; called c) has; called d) am; called

9. I ... a very interesting story lately.

- a) has heard b) am heard c) have heard d) is heard

10. We ... the time-table before going to the booking-office.

- a) have study b) have studied c) has studied d) has studied

11. The manager ... already ... the office when we came.

- a) has; left b) had; left c) is; left d) are; left

12. Jane ... the letter by that time tomorrow.

- a) will have answered b) shall have answered c) will answer d) shall answer

13. The managers ... the contract by next talks.

- a) has signed b) have signed c) will have signed d) shall have signed

14. The book ... by Pushkin.

- a) was written b) are written c) written d) wrote

15. The new car ... by Nell last year.

- a) buy b) was bought c) is bought d) has bought

16. The machine ... now.

- a) is being tested b) is being test c) are tested d) had tested
17. They will not begin until you
a) comes b) come c) came d) will come
18. The book ... from English is very interesting.
a) translating b) translate c) translated d) will translate
19. I find your story ... very interesting.
a) to be b) be c) is d) am
20. He said he ... to the park the next day.
a) shall go b) will go c) would go d) should go

Вариант 6.

1. When I was a child, I ... late for school.
a) have always been b) was always c) has always been d) had always been
2. Peter saw that somebody ... him a message.
a) has left b) was leaving c) left d) had left
3. I'll take care of my little sister as soon as she ... to my place.
a) come b) will come c) comes d) shall come
4. Mona Lisa ... by Da Vinci.
a) was painted b) was paint c) painted d) has been painted
5. Nobody answers the phone. They ... be out.
a) should b) would c) can d) must
6. There are a lot of photos in the album, ... ?
a) aren't they b) are they c) aren't there d) are there
7. I ... her for a long time.
a) knows b) to know c) has known d) have known
8. They ... all the bills before kaving.
a) is paid b) are paid c) had paid d) have paid
9. She ... little about Australia before she became friends with Mike.
a) had known b) has known c) have known d) knows
10. The children ... the film by eight o'clock.
a) shall have seen b) see c) sees d) will have seen
11. We hope the next generation ... drugs problem.
a) will not have b) will not has c) shall not have d) shall not has
12. The director ... already ... a report.
a) has; written b) have; written c) wrote d) written
13. The snowfall ... by Wednesday.

- a) will have stopped b) shall have stopped c) is stopped d) are stopped
 14. He ... you are right.
 a) say b) says c) to say d) said
15. Many new subjects ... next year.
 a) are studied b) is studied c) shall be studied d) will be studied
16. This film ... much ... about.
 a) to be; spoken b) am; spoken c) is; spoken d) are; spoken
17. They allow ... dictionaries at the exam.
 a) to use b) use c) to used d) are used
18. As soon as he is free, Lena ... to him.
 a) shall come b) will come c) comes d) come
19. ... work I went home.
 a) Has finished b) Are finished c) Having finished d) Have finished
20. If I ... you yesterday I would have given you my textbook.
 a) had seen b) have seen c) saw d) see

Вариант 7.

1. I'll buy this coat if I ... money.
 a) get b) got c) will get d) would get
2. The Olympic Games ... once in four years.
 a) hold b) is held c) held d) are held
3. You ... be more careful next time. That's my advice.
 a) can b) may c) ought to d) need
4. Mr. Smith is speaking over the phone, ...?
 a) is he b) isn't he c) doesn't he d) does he
5. We ... this car last year.
 a) has bought b) to buy c) buy d) bought
6. My father ... now.
 a) isn't sleeping b) hasn't sleeping c) aren't sleeping d) amn't sleeping
7. When I came home, mother ... already ... dinner.
 a) had; cooked b) have; cooked c) has; cooked d) have; to cooked
8. Helen ... in the same group with me.
 a) study b) studies c) to study d) has study
9. She ... ready in five minutes.
 a) is be b) has be c) will be d) shall be
10. Lena ... already ... lunch.
 a) has; have b) has; has c) have; have d) has; had

11. Our students ... all the exams by July.
 a) shall have passed b) will have passed c) will have pass d) shall have pass
12. The talks ... by Monday.
 a) will have finished b) are finished c) is finished d) shall have finished
13. I didn't hear you ... into the room.
 a) come b) comes c) to come d) came
14. I want him ... me.
 a) helped b) helps c) to help d) help
15. This room ... only on special occasions.
 a) are used b) is used c) used d) to use
16. The patient ... tomorrow morning.
 a) is operated b) has operated c) will operate d) will be operated
17. They said they ... to Kiev.
 a) would go b) will go c) go d) has gone
18. I wish I ... not far from here.
 a) have live b) has lived c) had lived d) to have lived
19. If the weather were fine he ... to the country.
 a) go b) would go c) to go d) gone
20. As soon as I am free, I ... to my parents.
 a) shall come b) would come c) will come d) should come

Вариант 8.

1. She ... home early.
 a) is seldom coming b) seldom come c) seldom comes d) is coming seldom
2. Come quick: something terrible
 a) happens b) had happened c) has happened d) happened
3. After I ... all my letters, I went to the kitchen to make coffee.
 a) wrote b) written c) had written d) has written
4. I'll stay till the wind
 a) change b) changes c) will change d) has changed
5. I think the letter ... on Saturday.
 a) will receive b) will be received c) is receive d) was receive
6. You ... smoke here. It's forbidden.
 a) needn't b) don't have to c) oughtn't d) musn't
7. Mike doesn't work hard, ...?
 a) does he b) is he c) isn't he d) doesn't he

8. I avoided ... to them about that matter.
 a) speak b) speaking c) spoke d) has spoken
9. Before ... to meet his friend he went home to change his clothes.
 a) go b) to go c) gone d) going
10. She saw him ... in the garden.
 a) read b) reading c) to read d) reads
11. We ... nice songs on radio today.
 a) has hear b) have hear c) have heard d) has heard
12. They ... their granny before they left Minsk.
 a) have visited b) had visited c) has visited d) visited
13. The director ... the documents by four.
 a) has return b) is return c) shall have returned d) will have returned
14. They ... their homework by mother's arrival.
 a) is done b) are done c) will have done d) shall have done
15. All letters ... when we came.
 a) had been written b) has been written c) have been written d) were written
16. This textbook ... by our teacher last year.
 a) have written b) has written c) is written d) was written
17. He says he ... well.
 a) is b) are c) to be d) am
18. She felt somebody ... her hand.
 a) to touch b) touch c) has touch d) is touch
19. He is ordered not ... late.
 a) is b) are c) to be d) was
20. If I learn his address I ... him.
 a) visit b) shall visit c) visited d) to visit

Вариант 9.

1. Take your umbrella. It ... cats and dogs.
 a) is raining b) rains c) rain d) have rained
2. I need a good rest. I ... a heavy day.
 a) have been had b) have had c) to have d) had
3. They were late. The meeting ... an hour before.
 a) started b) start c) had started d) has started
4. If she ... more, she will have better marks.
 a) study b) studied c) studies d) will study

5. The letter and the parcel ... tomorrow.
 a) will be post b) will be posted c) shall post d) will post
6. If you don't hurry up, we ... miss the train.
 a) need to b) are able c) have to d) can
7. You are the new manager, ...?
 a) aren't you b) do you c) are you d) don't you
8. I had some money, but it ... enough.
 a) weren't b) wasn't c) isn't d) aren't
9. I saw that he ... the door and ... the room.
 a) open; left b) opened; left c) opened; leaves d) to open; left
10. The boy, ... near the window is my best friend Nick.
 a) sit b) to sit c) sitting d) has sat
11. Lena saw him ... his bag.
 a) to drop b) has dropped c) dropped d) drop
12. She thought the children ... in the yard.
 a) were playing b) are playing c) was playing d) is playing
13. He told me ... quiet and not ... noise.
 a) keep; make b) to keep; to make c) kept; made d) kept; make
14. He ... there for about ten years.
 a) work b) had worked c) has worked d) was worked
15. She ... us today.
 a) has visited b) have visited c) visited d) is visited
16. I remembered that I ... this woman before.
 a) has met b) meet c) met d) had met
17. Jane ... me up by four o'clock.
 a) shall have picked b) will picked c) will have picked d) would have pick
18. It would be better if you ... the oral topics.
 a) learned b) learn c) to learn d) has learned
19. They ... in our library every day.
 a) saw b) can be seen c) see d) can seen
20. My car ... now.
 a) to test b) has tested c) is being tested d) tested

Вариант 10.

1. Mary ... very well. I often have trouble understanding her.
 a) don't speak b) doesn't speak c) haven't speak d) hadn't spoken

2. How much ... to send a letter to Spain?
 a) is it costing b) do it cost c) does it cost d) it costs
3. My parents ... to Italy many times.
 a) have been b) has c) were d) have being
4. He said that he ... his money in the street.
 a) had lost b) lost c) loose d) has lost
5. We shall all miss you when you ... away.
 a) were b) are c) be d) will be
6. Fast food ... by the Americans.
 a) were intended b) are invented c) is invented d) has invented
7. Must I wait till the end? – No, you You can go now.
 a) mustn't b) haven't c) shouldn't d) needn't
8. He never uses his car, ...?
 a) doesn't he b) didn't he c) does he d) did he
9. The student thought he ... right.
 a) are b) were c) was d) is
10. The sun ... yet, but the sky in the east is getting lighter every minute.
 a) hasn't risen b) haven't risen c) not rose d) not risen
11. When I ... home, my mother ... already ... dinner.
 a) come; had cooked b) came; had cooked c) came; have cooked d) came; has cooked
12. Mr. Smith ... there for about five years.
 a) have worked b) is worked c) has worked d) are worked
13. They ... just ... their dinner.
 a) have; finished b) has; finished c) have; finish d) are; finished
14. He ... abroad before she arrived.
 a) has been sent b) is sent c) have been sent d) had been sent
15. The test ... by two o'clock tomorrow.
 a) will have been written b) shall have been written c) is have written d) are had written
16. I supposed that my brother
 a) shall be sleeping b) would be sleeping c) will be sleeping d) is sleeping
17. Mike said he ... Dickens' novels very much.
 a) like b) to like c) liked d) has liked
18. I know him ... a good student.
 a) to be b) is c) are d) be
19. The boy ... the street is my son.

a) crosses b) to cross c) crossing d) had crossed

20. If he came later he ... for the meeting.

a) would be late b) shall be late c) should be late d) will be late

Ключи к тестам

№ теста	2										3		
№ варианта	1	2	3	4	5	6	7	8	9	10	1	2	3
№ вопроса													
1	a	c	a	a	b	b	b	a	c	c	d	c	c
2	b	a	b	c	a	c	d	c	c	c	a	c	a
3	c	a	d	d	c	b	b	b	d	a	b	a	a
4	b	b	b	b	b	c	a	b	c	c	a	c	c
5	a	b	c	b	a	b	d	c	d	a	c	d	a
6	c	b	b	d	d	b	d	a	c	a	d	b	b
7	a	a	a	d	a	c	c	d	b	d	a	b	b
8	a	a	c	b	b	c	c	a	b	b	a	d	c
9	d	b	c	c	b	a	a	a	b	b	b	c	c
10	a	a	a	b	a	a	d	b	a	d	a	a	a
11											d	c	d
12											c	b	a
13											b	d	c
14											a	b	c
15											d	a	d
16											a	c	a
17											a	a	b
18											b	d	a
19											a	a	d
20											d	d	c

Раздел 3. Экономика и менеджмент

Контрольная работа 1.

Задание 1. Прочитайте текст *Economic Forecasting* и выпишите английские эквиваленты следующих слов и словосочетаний: экономический прогноз; предсказание; в любом случае; основа планирования; основываться на; подсознательная предвзятость; причина и следствие; подробно; получить толчок; принять на себя обязательство; высокий уровень занятости; вмешиваться.

Economic Forecasting

Economic forecasting is the prediction of any of the elements of economic activity. Such forecasts may be made in detail or may be very general. In any case, they describe the expected future behaviour of all or part of the economy and help form the basis of planning.

Formal economic forecasting is usually based on a specific theory as to how the economy works. Some theories are complicated, and their application requires an elaborate tracing of cause and effect. Others are relatively simple, ascribing most developments in the economy to one or two basic factors.

Many economists, for example, believe that changes in the supply of money determine the rate of growth of general business activity. Others assign a central role to investment in new facilities—housing, industrial plants, highways, and so forth. In the United States, where consumers account for such a large share of economic activity, some economists believe that consumer decisions to invest or save provide the principal clues to the future course of the entire economy. Obviously, the theory that a forecaster applies is of critical importance to the forecasting process; it dictates his line of investigation, the statistics he will regard as most important, and many of the techniques he will apply.

Although economic theory may determine the general outline of a forecast, judgment also often plays an important role. A forecaster may decide that the circumstances of the moment are unique and that a forecast produced by the usual statistical methods should be modified to take account of special current circumstances. This is particularly necessary when some event outside the usual run of economic activity inevitably has an economic effect. For example, forecasts of 1987 economic activity in the United States were more accurate when the analyst correctly foresaw that the exchange value of the

Although judgment may be based on experience and understanding, it may also be no more than unconscious bias. Forecasts based on judgment cannot be subjected to the kind of rigorous checks applied to forecasts developed by the use of more objective techniques. Consequently, the most accurate and useful forecasts are likely to be those founded on essentially economic considerations and standard statistical techniques. Though they can then be modified by the application of judgment, the resulting changes should be stated explicitly enough so that anyone wishing to use a forecast will know where, and how, it has been affected by the forecaster's own judgment, or bias.

Economic forecasting is probably as old as organized economic activity, but modern forecasting got its impetus from the Great Depression of the 1930s. The effort to understand and correct the worldwide economic disaster led to the development of a vastly greater supply of statistics and also of the techniques needed to analyze them. After World War II, many governments committed themselves to maintaining a high level of employment. Most governments of the industrialized Western countries were prepared to intervene more often and more directly in economic affairs than previously. Business organizations manifested more

concern with anticipating the future. Many trade associations now provide forecasts of future trends for their members, and a number of highly successful consulting firms have been formed to provide additional forecasting help for governments and businesses.

Задание 2. Письменно переведите выделенный отрывок на русский язык.

Задание 3. Ответьте на следующие вопросы:

- 1 What is meant by 'economic forecasting'?
- 2 What do economic forecasts describe?
- 3 What is formal economic forecasting usually based on?
- 4 What should the most accurate and useful forecasts be founded on?
- 5 What organizations are to be found in the sphere of economic forecasting?

Критерии оценки:

- оценка «отлично» выставляется студенту, если верно выполнено 5 заданий;
- оценка «хорошо», если верно выполнено 4 задания;
- оценка «удовлетворительно», если верно выполнено 2 задания;
- оценка «неудовлетворительно», если верно выполнено менее 2 заданий

Раздел 4. Иностранный язык в профессиональной деятельности

Контрольная работа 2.

Задание 1. Прочитайте текст *Bookkeeping* и выпишите английские эквиваленты следующих слов и словосочетаний: счет; предварительный; прибыль; потери; кредитор; затраты; ценные бумаги; финансовый отчет; предоставить заем; двойная запись; налогообложение; государственное регулирование; подоходный налог; налог на заработную плату; налог с оборота; бухгалтерская книга; главная книга (гроссбух); бухгалтерский баланс; финансовые операции; отчет о прибылях и убытках.

BOOKKEEPING

Bookkeeping is the recording of the money values of the transactions of a business. Bookkeeping provides the information from which accounts are prepared but is a distinct process, preliminary to accounting.

Essentially, bookkeeping provides two kinds of information: (1) the current value, or equity, of an enterprise and (2) the change in value—profit or loss—taking place in the enterprise over a given period of time. Management officials, investors, and credit grantors all require such information: management in order to interpret the results of operations, to control costs, to budget for the future, and to make financial policy decisions; investors in order to interpret the results of business operations and make decisions about buying, holding, and selling securities; and credit grantors in order to analyze the financial statements of an enterprise in deciding whether to grant a loan.

Traces of financial and numerical records can be found for nearly every civilization with a commercial background. Records of commercial contracts have been found in the ruins of Babylon, and accounts for both farms and estates were kept in ancient Greece and Rome. The double-entry method of bookkeeping began with the development of the commercial republics of Italy, and instruction manuals for bookkeeping were developed during the 15 century in various Italian cities.

In the late 18 and early 19 centuries, the Industrial Revolution provided an important stimulus to accounting and bookkeeping. The rise of manufacturing, trading, shipping, and subsidiary services made accurate financial records a necessity. The history of bookkeeping, in fact, closely reflects the history of commerce, industry, and government and, in part, helped to shape it. The global expansion of industrial and commercial activity required more sophisticated decision-making processes, which in turn required more sophistication in the selection, classification, and presentation of information, increasingly with the aid of computers. Taxation and government regulation became more important and resulted in increased demand for information; business firms had to have available information to support their income tax, payroll tax, sales tax, and other tax reports.

Governmental agencies and educational and other nonprofit institutions also grew in size, and the demand for bookkeeping for their own operations increased.

Although bookkeeping procedures can be extremely complex, all are based on two types of books used in the bookkeeping process—journals and ledgers. A journal contains the daily transactions (sales, purchases, and so on), and the ledger contains the record of individual accounts. The daily records from the journals are entered in the ledgers. Each month, as a general rule, an income statement and a balance sheet are prepared from the trial balance posted in the ledger. The purpose of the income statement or profit-and-loss statement is to present an analysis of the changes that have taken place in the ownership equity as a result of the operations of the period. The balance sheet shows the financial condition of a company at a particular date in terms of assets, liabilities, and the ownership equity.

Задание 2. Письменно переведите выделенный отрывок на русский язык.

Задание 3. Ответьте на следующие вопросы:

- 1 What is bookkeeping?
- 2 What kind of information does bookkeeping provide?
- 3 Who needs bookkeeping information?
- 4 What does bookkeeping information serve for?
- 5 What does the history of bookkeeping reflect?
- 6 What two types of books are all bookkeeping procedures based on?

Критерии оценки:

- оценка «отлично» выставляется студенту, если верно выполнено 5 заданий;
- оценка «хорошо», если верно выполнено 4 задания;
- оценка «удовлетворительно», если верно выполнено 2 задания;
- оценка «неудовлетворительно», если верно выполнено менее 2 заданий

5. ПРИМЕРНЫЕ БИЛЕТЫ

МИНИСТЕРСТВО НАУКИ И ВЫСШЕГО ОБРАЗОВАНИЯ РОССИЙСКОЙ ФЕДЕРАЦИИ

Федеральное государственное бюджетное образовательное учреждение
высшего образования
«ДАГЕСТАНСКИЙ ГОСУДАРСТВЕННЫЙ УНИВЕРСИТЕТ»
Филиал в г.Хасавюрте

ЭКЗАМЕНАЦИОННЫЙ БИЛЕТ № 8

Дисциплина «Английский язык»

Специальность: 38.02.01 Экономика и бухгалтерский учет (по отраслям)

1. Выберите из следующих предложений предложения с притяжательным падежом имени существительного. Проанализируйте и переведите их:

- 1) I'm sure you know far more than they do about their country's history.
- 2) When do you usually have you breakfast?
- 3) My friend's parents are not old people.

2. Переведите текст и составьте к нему 5 вопросов.

London

London is the capital of Great Britain, its political, economic and cultural centre. It's one of the largest cities in the world. Its population is more than million people. London is situated on the river Thames. The city is very old and beautiful. It was founded more than two thousand years ago. Traditionally London is divided into several parts: the City, the West End, the East End and Westminster. The City is the oldest part of London, its financial and business centre. The heart of the City is the Stock Exchange. Westminster is the most important part of the capital. It's the administrative centre. The Houses of Parliament, the seat of the British Government, are there. It's a very beautiful building with two towers and a very big clock called Big Ben. Big Ben is really the bell which strikes every quarter of an hour. Opposite the Houses of Parliament is Westminster Abbey. It's a very beautiful church built over 900 years ago. The tombs of many great statesmen, scientists and writers are there.

To the west of Westminster is West End. Here we find most of the big shops, hotels, museums, art galleries, theatres and concert halls. Picadilly Circus is the heart of London's West End. In the West End there are wide streets with beautiful houses and many parks, gardens and squares. To the east of Westminster is the East End, an industrial district of the capital. There are no parks or gardens in the East End and you can't see many fine houses there. Most of the plants and factories are situated there. London has many places of interest. One of them is Buckingham Palace. It's the residence of the Queen. The English are proud of Trafalgar Square, which was named so in memory of the victory at the battle. There in 1805 the English fleet defeated the fleet of France and Spain. The last place of interest I should like to mention, is the British Museum, the biggest museum in London. The museum is famous for its library -one of the richest in the world.

All London's long-past history is told by its streets. There are many streets in London which are known all over the" world. Among them Oxford Street, Downing Street and a lot of others can be mentioned. And tourists are usually attracted not only by the places of interest but by the streets too. In conclusion I should say if you are lucky enough to find yourself in London some day you will have a lot to see and enjoy there.

3. Беседа с экзаменатором на тему «Моя биография».