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КАФЕДРА ИНОСТРАННЫХ ЯЗЫКОВ

Сборник дополнительных грамматических упражнений к учебному
пособию « Английский язык для студентов ЭФ часть 2»

Учебно-методическое пособие

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Данное учебно-методическое пособие предназначено для студентов ТУСУРа направлений бакалавриата ЭФ очной формы обучения. Пособие составлено в соответствии с целями и задачами дисциплины «Английский язык». Учебно-методическое пособие предназначено для отработки и закрепления грамматических навыков. Пособие содержит теоретический материал по грамматике и упражнения, сгруппированные по темам, соответствующим темам учебного пособия «Английский язык для студентов ЭФ часть 1». Настоящее учебно-методическое пособие может быть использовано как для самостоятельной работы студентов, так и для работы на практическом занятии.

«Сборник дополнительных грамматических упражнений к учебному пособию «Английский язык для студентов ЭФ часть 2»» размещен в электронном виде на образовательном портале ТУСУРа

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Lesson 7. Marketing. The relative clauses

Определительные придаточные предложения (Relative clauses) вводятся относительными местоимениями **that**, **who** и **which** и выполняют функцию определения в предложении. Определительные предложения ставятся после определяемого слова, при этом местоимение может быть опущено, если оно не является подлежащим в придаточном предложении.

You have to focus on the profitability of every *product* (that) you sell. = ... of every product that you sell. ("**that**" является дополнением)

But: Price your products correctly and that can enhance how much you sell, creating the foundation for a *business* that will prosper. ("**that**" является подлежащим)

Относительное местоимение **who** ставится только после одушевленных существительных.

People **who** are well paid are independent.

The *businessman* **who** sets prices too high won't be successful.

Местоимение **that** ставится и после одушевленных, и после неодушевленных существительных.

Businessmen **that** must cover their costs increase prices.

Price your products correctly and you will create the foundation for a *business* **that** will prosper.

Местоимение **which** ставится только после неодушевленных существительных, или если оно относится ко всему предложению. В таком случае оно отделяется запятой.

Then you can figure out the *segment* **which** you're targeting.

We defined our target customer, **which** helped us greatly.

1. Put "who" or "which" into the sentences.

1. He saw the people ... were coming out of the hotel.
2. I don't like people ... are never on time.
3. I know the lady ... is wearing a black dress.
4. I know the man ... wrote this book.
5. The book ... was written by Hocking is very popular.
6. The clock ... is on the wall is very old.
7. The man ... lives next door is very honest.
8. The people ... work here are very friendly.
9. The room ... was reserved for my parents is very comfortable.
10. They stooped at the door ... was closed.

2. Combine the following pair of sentences using a relative pronoun. Omit the relative pronoun if possible.

1. I am reading a very interesting book. It was translated from German.
2. I'm looking after my sister's children. They are terribly spoiled.
3. James Joyce was born in Ireland. He wrote the well-known novel "Ulysses".
4. Jane spent her last holiday in Moscow. Moscow is a capital city.
5. Last year I went to Altay Mountains. It was the one of the most beautiful landscapes.
6. Mr. Clark missed the first act of opera. It was French.
7. My mother lives in Novosibirsk. She visited me last week.
8. The car had a problem with brakes. It crashed into a fence.
9. They saw several applicants. Most of them were quite professional.
10. We invited uncle Rudy to our wedding. He is my father's brother.
11. You send me a present. Thank you very much for it.

3. Complete the sentences with who, which or that if necessary.

1. Did you see the new computer ... I bought?
2. I need a magic pen ... will write all the reports for me.
3. Paul is the man ... I work with.
4. Peter is the man ... works with me.
5. The athlete ... won the competition is my cousin.
6. The book ... read was about the Second World War.
7. The woman ... had an accident has recovered.
8. The car ... he was driving was yellow.
9. The flowers ... you gave me are beautiful.

Lesson 8. Personal budgeting. Grammar: Modal Verbs Revision

Модальный глагол выражает отношение к действию: возможность, долженствование, разрешение и т.д. После модальных глаголов не ставится частица to.

Can, could и **be able to** выражают способность/неспособность, возможность/невозможность в настоящем и будущем времени.

I **can help** you with that next week.

Mike **is able to solve** complicated math equations

The support team **will be able to help** you in about ten minutes.

You **can catch** that train at 10:43.

Could и **be able to** выражают способность/неспособность, возможность/невозможность в прошлом времени.

When I was a child I **could climb** trees.

I **wasn't able to** visit her in the hospital.

Can и **could** используются, чтобы попросить/дать разрешение.

Can you lend me ten dollars?

Could I have your number?

May и **might** выражают официальное разрешение/запрет, вежливую просьбу, возможность/невозможность.

You **may not wear** sandals to work.

May I help you?

Our company **might get** the order if the client agrees to the price.

Shall, should и **ought to** выражают вежливое предложение помощи, совет.

Shall we go for a walk?

Should I call a doctor?

You **should check** that document before you send it out.

You **ought to have** your car serviced before the winter.

Must, have to, need to выражают необходимость или требование. Глагол **must** в прошедшем времени не используется.

You **must have** a passport to cross the border.

I **had to work** late last night.

Mustn't выражает запрет.

You **must not drive** over the speed limit.

Don't/doesn't need to и **don't/doesn't have to** выражает отсутствие необходимости.

Tim **doesn't have to go** to school today. It's a holiday.

You **needn't worry** about me. I'll be fine.

4. Rewrite the sentences using the modal verbs in brackets.

1. I advise you to check this data again. (should)
2. I managed to go to university. (able)
3. It is possible that Anne did not receive my note. (might)
4. It's forbidden to run here. (mustn't)
5. It's impossible for you to finish it in time. (can't)
6. Perhaps Mary is working late. (may)
7. She was able to do all the work in time. (could)
8. They should think very well before acting. (ought)

5. Choose the correct modal verb.

1. It's the end of the term. So we **shouldn't / don't have to** do any homework.
2. Excuse me. **Could / Might** you lend me your pen?
3. If the traffic gets very bad, we **might / should** miss the train.
4. We **couldn't / might** not find the house. You gave us the wrong address.
5. **May / Might** I open the window? It's hot.
6. Tim just **shouldn't / couldn't** speak, he was so shocked.
7. Tomorrow I **can / might** go to the beach, but I'm not sure
8. We **should/ may** go home now. It's getting cold.
9. What are your plans for the summer? I'm not sure. I **must/may** go to London.
10. You **may / must** come and visit us. I would be so nice to see you again.
11. You **mustn't / mightn't** smoke here.

6. Choose the correct variant.

Dear Luke,

I'm writing to tell you about the film I'm going to be in. It's called „Tomorrow“, and I've got a role in it. I have a lot of lines and 1) **must/might** learn them all before the first day of production. We're starting on Friday night. We've been told that Peter Jackson 2) **must/may** come to consult, so the TV news 3) **could/must** show it. I also 4) **needn't/might** even appear in the news! We 5) **might /have to** rehearse some parts every night, because everything 6) **must/shall** be perfect. We 7) **couldn't/mustn't** make any mistakes. 8) **Can/Must** you come to see me next weekend or will you be at work? I hope you'll be able to come. If not, I'll write and tell you how it went. I 9) **could/must** go and learn my lines now. See you soon.

Yours, Charles

Lesson 9. Economic Indexes. Reading numbers, formulas and currencies

Названия и обозначения основных валют

Символ	Чтение
€2.50	two euro ['jʊərəʊ] and fifty cents
£3.45	three pounds and forty five pence
\$6.32	six dollars and thirty two cents
¥7	seven yuan [ju:'ɑ:n]

Основные математические символы

Символ	Название на английском	Значение/определение	Пример
=	equals sign	equality	$5 = 2+3$
≠	not equal sign	inequality	$5 \neq 4$
>	strict inequality	greater than	$5 > 4$
<	strict inequality	less than	$4 < 5$
≥	inequality	greater than or equal to	$5 \geq 4$
≤	inequality	less than or equal to	$4 \leq 5$
()	parentheses	calculate expression inside first	$2 \times (3+5) = 16$
+	plus sign	addition	$1 + 1 = 2$
-	minus sign	subtraction	$2 - 1 = 1$
*	asterisk	multiplication	$2 * 3 = 6$
×	times sign	multiplication	$2 \times 3 = 6$
·	multiplication dot	multiplication	$2 \cdot 3 = 6$
÷	division sign / obelus	division	$6 \div 2 = 3$
/	division slash	division	$6 / 2 = 3$
-	horizontal line	division / fraction	$\frac{6}{2} = 3$
.	period	decimal point, decimal separator	$2.56 = 2+56/100$
%	percent	$1\% = 1/100$	$10\% \times 30 = 3$

Дробные числа

Символ	Чтение
0.3	nought point three / point three
0.01	nought point nought one / point nought one
5.84	five point eighty four
1/3	one third
1 1/2	one and a half
4/5	four fifth

Примеры чтения некоторых математических выражений

Символ	Чтение
\$2 000 000	two million dollars but: millions of people
$2+5=7$	two plus five equals seven
$4-1=3$	four minus one equals three
$4\times 2=8$	four times two equals eight; four multiplied by two
$6\div 2=3$	six divided by two equals three
2%	two per cent; smth has increased by 2 %
$1/3$	one third
$1\ 1/2$	one and a half
$4/5$	four fifth
$\frac{3x}{7}, \frac{2-x}{y+5}$	ratio of 3 x to seven, two minus x over y plus 5
5^3	5 to the power of three

7. Solve the following equations for x, comment your answer.

1. $89 - -x = 37$
2. $-12 + -55x = -67$
3. $4x - y = -12$
4. $10x + 8y = 12$
5. $x + 89 = -44$
6. $127x - -90 = -37$
7. $ax = gx + e$

8. Solve the mathematical problems, comment your answer.

1. $8.34 - 2.1 =$
2. $6.3 - 4.16 =$
3. $7.21 + 4.2 =$
4. $5.4 + 2.05 =$
5. $7.29 + 7 =$
6. $1.09 + 5 =$
7. $8.1 + 9.17 + 2.76 =$

9. Read the text, pay attention to the numbers.

In the 20-year period from 1986/87 to 2006/07 government spending in the UK averaged around 40% of GDP. As a result of the 2007–2010 financial crisis and the late-2000s global recession government spending increased to a historically high level of 48% of GDP in 2009–10, partly as a result of the cost of a series of bank bailouts. In terms of net government debt as % of GDP, at the end of June 2014 public sector net debt excluding financial sector interventions was £1304.6 billion, equivalent to 77.3% of GDP. In July 2007, the UK had government debt at 35.5% of GDP. For the financial year of 2013–2014 public sector net borrowing was £93.7 billion. This was £13.0 billion higher than in the financial year of 2012–2013.

Lesson 10. Business. Word order in questions

В общих вопросах вспомогательный глагол встает перед подлежащим. Ответом на общий вопрос может быть полное предложение или **yes** и **no**. В альтернативных вопросах порядок слов такой же, как в общих вопросах.

Is it very fragile, an unusual shape or extremely heavy?

Do you **have** the cash required to make the purchase?

Did anybody **see** him yesterday?

Is your house large or small?

В специальных вопросах в начале предложения ставится вопросительное слово (how, whom, what, when, where, why). Если с вопросительным словом используется предлог, то он обычно ставится в конце предложения после сказуемого. Но если предложение длинное, то предлог ставится перед вопросительным словом.

How long **can** you **expect** the demand for the item to continue?

How much **will** the item **cost** you?

Who were you talking **to**?

With whom are you playing tennis on Friday?

Если вопрос задается к подлежащему, то вспомогательный глагол не используется, а порядок слов остается как в утвердительном предложении.

Who told you about that?

В косвенных вопросах сохраняется порядок слов утвердительного предложения.

Do you know if **they are** going to sell this item?

Can you tell me where the nearest **market is**?

10.Fill in the correct question word.

1. ... are you going to do tomorrow? I don't know.
2. ... are you speaking to? To my mum.
3. ... can I get some pizza? At the snack bar.
4. ... does he come from? From Spain.
5. ... is your birthday? In August.
6. ... is your name? Mickey.
7. ... much is that cake? It's 1.50 dollars.
8. ... old is his son? Three.
9. ... sits next to Jane? Tom does.

11. Ask questions to the words in bold.

1. Amerigo Vespucci discovered America in 1501.
2. Guglielmo Marconi invented **the radio** in 1894.
3. Henry Ford produced the first **cheap** car in 1908.
4. Hubert Booth invented the vacuum cleaner in **1901**.
5. **King Camp** Gillette invented the razor in 1901.
6. **Mary Shelley** wrote Frankenstein in 1818.
7. Peter **Chilvers** built the first windsurfer in 1958.

12. Correct the mistakes.

1. What hand do you write with it?
2. What Mike is doing?
3. What your boss want to do with the new information?
4. Who did invent the telephone?
5. Who does wants to go to the conference?
6. Who President John F. Kennedy killed?
7. Who writing the book?
8. Who's is this pen?
9. Whose your marketing manager?

13. Put the words in brackets into the correct order. Pay attention to the word order in indirect questions.

1. (have offices you do many) Your company is quite big. How ... ?
2. (how takes to it long to Moscow get) Hello, I'm calling to ask ... by train?
3. (I can where find) Can you tell me ... the secretary?
4. (I did miss) I am really sorry I am late. What ... ?
5. (signed the when contract be should) Yes, everything is correct. ... ?
6. (someone has retired) Why are you advertising for new employees again? ... ?
7. (usually does long it you take) How ... to prepare for each meeting?
8. (why was he late) Did he explain to you ... ?

Lesson 11. Venture Capital. Grammar: Articles.

Неопределенный артикль a/an

Неопределенный артикль произошел от числительного **one** и употребляется только с исчисляемыми существительными в единственном числе. Как правило, неопределенный артикль не переводится, но его смысл можно передать следующими словами в русском языке: **один, один из, какой-то, какой-нибудь, некий, всякий, любой, каждый.**

A/an употребляется:

1. Когда речь идет об одном лице или предмете, который представляет один класс. Во множественном числе **a/an** не ставится.

Yesterday I analysed **a business plan**.

We received **business plans** yesterday.

2. Когда речь идет о любом или каждом представителе класса.

When starting **a business** or introducing **a product**, try to find partners.

3. Когда лицо или предмет упоминается впервые.

The technology of **an idea** is important to explain.

4. Когда речь идет о том, кем или чем является предмет.

He is **a** manager.

She is **an** Italian.

5. С числительными или в выражениях, обозначающих частоту (hundred, thousand, million, dozen)

He will pay \$200 **a week**.

We sent **a hundred** copies to your office.

Определенный артикль the

Определенный артикль произошел от указательного местоимения **that** и употребляется с исчисляемыми и неисчисляемыми существительными о множественном и единственном числе. Обычно **the** не переводится, но его значение можно передать словами этот, эти, тот, те, определенный.

The употребляется:

1. Когда имеется определение, выделяющее данное лицо или предмет из данного класса.

It's important to whom **the idea** of our partners will be sold.

2. Когда лицо или предмет упоминается во второй раз или из контекста ясно, о ком или о чем идет речь.

Yesterday I analysed **a business plan**. **The business plan** was very promising.

3. Если лицо или предмет является единственным в своем роде.

Applying for venture capital isn't quite as informal as **the ABC TV show** "Shark Tank".

The President decided to support small businesses.

4. Когда перед существительным стоит прилагательное в превосходной степени сравнения.

He is **the youngest** millionaire.

Нулевой артикль (отсутствие артикля)

1. Если речь идет о вещи или предмете вообще, при этом существительное стоит во множественном числе или является неисчисляемым.

Venture capital firms are comprised of **private investors**.

2. Перед именами собственными, а также званиями или обращениями.

Tomorrow we are going to **Moscow**.

I'll ask **Professor Black** about it.

14. Put a/an or the into the text.

We are in 1)... Scotland. Its capital is 2)... Edinburgh. It is one of 3)... most beautiful cities in 4)... Great Britain. There are 5)... many places of interest here. 6)... monument to 7)... Walter Scott is in 8)... centre of 9)... city. 10) ... National Gallery of Scotland is also situated in 11)... centre. There is 12)... fine collection of 13)... pictures in 14)... gallery. 15)... Glasgow is 16) ... greatest city in 17)... Scotland. Scotland is 18) ... land of 19)... lakes. They are called "Lochs" there. Let us go now to 20)... Loch Lomond.

15. Put "a/an", "the" or "no article" into the sentences.

1. ... bus leaves tomorrow at two o'clock.
2. ... father came home from ... long business trip.
3. ... goal of this course is to help you become ... better manager.
4. Big Ben is ... bell in ... clock tower in London.
5. He was ... handsome and ... very smart young man.
6. In autumn ... umbrella is necessary.

7. On March 26, 2003, ... man posing as ... CEO arrived at ... hotel in London.
8. One day he saw something in ... newspaper about ... vegetable market in ... park near his house.
9. Pure white snow and ice covered ... Earth for as far as he could see.
10. They told in ... newspapers that ... government will support start-ups.
11. Whidbey Island may be only ... ferry ride from Seattle, but it's ... world apart.

16. Put “a/an”, “the” or “no article” into the sentences.

1. ... restaurant industry in the United Kingdom employs 4 million people.
2. A: What kind of ... work are you looking for? B: I'm looking for ... work in a bank or some other financial institution.
3. Direct selling accounts for about ... 50% of our annual sales.
4. Do you know how to program in ... Java? (= a programming language)
5. Generally speaking, ... customers don't like to be told what to do.
6. Give me ... second - I'll be right with you!
7. He has ... MBA (Master of Business Administration) from Harvard.
8. He signed up for ... MBA program that I told you about last week.
9. How far along are you with the new project? We're still in ... product development stage.
10. I don't think he's ... right person for our company.
11. If you would like to be able to write ... checks, I suggest you open a checking account.
12. Our company wouldn't be able to compete in ... American market. (The United States as a whole)
13. Robert works in ... sales.
14. The senate announced an important energy law on Tuesday. ... law will ensure that companies don't overcharge their customers.
15. The senator from California spoke out against ... last week's protests in Los Angeles.
16. The senator from California spoke out against ... protests in Los Angeles that killed 10 people.
17. The senator from California spoke out against ... racism. (in general)
18. We would like to set up a branch in ... United States.
19. We're looking to hire someone who speaks ... Russian.
20. Your job will be to find as many ... prospective clients as possible.

Lesson 12 Job seeking. Grammar: Present Perfect Simple vs Past Simple

Прошедшее простое (**Past Simple**) используется

1. Когда действие произошло в определенном времени в прошлом

I **graduated last year** with a degree in marketing.

2. В предложениях с предлогом for наречием времени, если действие началось и закончилось в прошлом

When I was a child I worked as a currier for five month.

3. Когда речь идет об опыте в прошлом

I **visited** Moscow three times **last month**.

Настоящее завершённое (**Present Perfect**) используется

1. Действие произошло до настоящего момента в неопределенный период в прошлом и имеет связь с настоящим.

You **have explained** that you are looking for a sales executive.

I **have resigned** my job, so I'm looking for a new place of work.

2. Действие происходило несколько раз в прошлом, без указания на время.

You **have explained** that you are looking for a sales executive.

3. Период времени не закончен.

I've **had** a job **every summer** since I was 16 years old.

Наречия времени с Past Simple	Наречия времени с Present Perfect
last month/week/Sunday	ever – когда-нибудь
ago	just – только что
in 2001	already – уже
yesterday	not...yet – еще не
on Sunday	lately – в последнее время
the other day	recently – недавно
the day before yesterday	never – никогда
	since May – с мая
	for two days – в течении двух дней

17. Choose the correct variant.

1. The author just **published/ has just published** his new novel.
2. **Did you meet/Have you met** our new teacher yesterday?
3. Helen **didn't write/ hasn't written** to us since last month.
4. Sam just **went/ has just gone** to the shop.
5. I **broke/have broken** my leg last summer when I **fell/have fallen** down the roof.
6. My brother **was born/ has been born** in 1998.
7. Pamela **wrote/ has written** a couple of letters yesterday morning.
8. I can see Peter. He just **parked/has just parked** in front of the house.
9. Maggie **gave/ has given** me a nice birthday present yesterday.
10. **Were you ever / Have you ever been** to Italy?

18. Read the letter and put the verb in brackets into the proper form.

Dear Alex!

I (1) ... (not/ to have) a holiday for a very long time, but this summer I have four weeks holiday, so I want to go to a really nice place. I like travelling very much and I (2) ... (to visit) lots of exotic countries in the past. So, I need to decide where I want to go. I (3) ... (already/ to be) to Singapore and India but I (4) ... (never/ to be) to Africa. May be I'll go there.

Sally (5) ... (recently/ to travel) to South Africa and she (6) ... (to take) a lot of fantastic photographs of the animals and flowers. She (7) ... (to tell) me about her journey last Sunday and (8) ... (to say) that it (9) ... (to be) quite expensive and dangerous. She (10) ... (to see) ants in size of her hand and even bigger cockroaches. Can you give me any advice about a good place to go? I know that you (11) ... (to travel) to many countries last years and I need your advice. (12) ... you (ever/ to be) to Africa?

With regards,
Samantha.

19. Put the verb in brackets into the correct form - Past Simple or Present Perfect.

1. ... you ever ... (work) in a big company?
2. David ... (work) in a bar before going abroad.
3. Emma ... (have) three different jobs since she ... (graduate) from the university and now she works in a bank.
4. Jane ... (live) in New York since she was 12.
5. Our town is very different now. It ... (change) a lot.
6. We ... (be) to Paris three times. Next week we are going there again.
7. What time ... you ... (get) home?
8. When I was young I always ... (play) jokes on my parents and friends on April 1.
1. Where ... you... (go) on holiday last year?