

МИНИСТЕРСТВО НАУКИ И ВЫСШЕГО ОБРАЗОВАНИЯ  
РОССИЙСКОЙ ФЕДЕРАЦИИ  
Федеральное государственное бюджетное образовательное учреждение  
высшего образования  
«Воронежский государственный технический университет»  
Кафедра иностранных языков и технологии перевода

**АНГЛИЙСКИЙ ЯЗЫК  
НА МАТЕРИАЛЕ ТЕКСТОВ ПО СПЕЦИАЛЬНОСТИ**

**МЕТОДИЧЕСКИЕ УКАЗАНИЯ**

для организации практических занятий студентов направления подготовки  
38.05.01 «Экономическая безопасность» очной формы обучения



Воронеж 2022

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**Английский язык на материале текстов по специальности:** методические указания для организации практических занятий студентов направления подготовки 38.05.01 «Экономическая безопасность» очной формы обучения / ФГБОУ ВО «Воронежский государственный технический университет»; сост.: С.Р. Соловьева. – Воронеж: Изд-во ВГТУ, 2022. -32 с.

Основной целью методических указаний является развитие навыков чтения, понимания и аннотирования текстов по английскому языку специальности 38.05.01, а также развитие навыков говорения по отдельным темам в рамках дисциплины «Иностранный язык» в соответствии с тематикой рабочей программы дисциплины.

Предназначены для организации практической работы студентов очной формы обучения специальности 38.05.01 Экономическая безопасность.

Методические указания подготовлены в электронном виде и содержатся в файле МУ\_ИЯЭБ.pdf.

Табл. 2. Библиогр.: 5 назв. Прилож.1

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*Издается по решению редакционно-издательского совета  
Воронежского государственного технического университета*

## ВВЕДЕНИЕ

Целью проведения занятий по дисциплине «Иностранный язык» является приобретение коммуникативной компетенции, позволяющей будущим специалистам ориентироваться в современном информационном поле и владеть элементарными навыками межкультурной профессиональной коммуникации; повышение уровня культуры, общего образования и кругозора будущего специалиста.

Выполнение практической работы направлено на решение следующих задач:

- развитие навыка публичной речи (сообщение, доклад, дискуссия);
- развитие навыка чтения специальной литературы с целью получения профессиональной информации;
- формирование умения реферирования и аннотирования научных текстов по специальности;
- развитие основных навыков письма для подготовки публикаций и ведения переписки по специальности;
- развитие навыка использования иностранного языка для профессионального общения, достижения профессиональных целей и решения профессиональных задач (научно-исследовательских, аналитических, организационно-управленческих);
- развитие умения самостоятельно совершенствовать знания по иностранному языку.

В методических рекомендациях приведены задания для практической работы обучающихся. Задания выполняются с использованием возможностей глобальной сети Интернет для поиска необходимой информации на специализированных сайтах, работы с отраслевыми словарями.

## Раздел 1

### Text 1

#### Задание 1. Изучите следующие слова и выражения к тексту 1:

related to - связанный с

enterprises - предприятия

cross-cultural features - межкультурные особенности

digital environment - цифровая среда

purposes - цели

economic security - экономическая безопасность

subject-integrated - предметно-интегрированный

legal proceedings - судопроизводство

accounting - бухгалтерский учёт

taxation - налогообложение

peculiarities - особенности

detection - выявление

offenses - правонарушения

tax obligations - налоговые обязательства

#### Задание 2. Подберите английские эквиваленты из колонки В к следующим фразам и речевым клише:

**A**

**B**

1) basic financial and economic disciplines	a) расследовать и предупреждать экономические правонарушения
2) tax system of the state, audit	b) обеспечивают правопорядок в сфере экономики
3) professionally oriented communication	c) особенности формирования
4) subject-integrated case analysis	d) обеспечение судопроизводства, предупреждение, выявление и расследование правонарушений
5) Ensuring the rule of law and law and order	e) судебная и экспертная деятельность
6) Judicial and expert activities	f) обеспечение законности и правопорядка
7) to ensure legal proceedings, prevention, detection and investigation of offenses	h) предметно-интегрированный анализ кейсов
8) peculiarities of formation	i) профессионально ориентированное общение

9) They ensure law and order in the sphere of economy	j) налоговая система государства, аудит
10) to investigate and prevent economic offences	к) основные финансово-экономические дисциплины

**Задание 3. Подберите перевод следующих предложений на английский язык**

1) Topics are related to basic financial and economic disciplines: banking, finances of enterprises, institutions and organizations, tax system of the state, audit.	а) задача специалиста экономики безопасности предупреждать экономические правонарушения.
2) The structure implies discussion of cross-cultural peculiarities of foreign-language professionally oriented communication, subject-integrated case analysis.	б) Специалисты экономики безопасности выявляют проблемы экономического характера при анализе конкретных ситуаций и предлагают способы выхода из кризисной ситуации.
3) Area of professional activity of graduates, includes: Ensuring the economic security of society, state and individual, subjects of economic activity; Ensuring the rule of law and law and order in the field of economy; Forensic activities to ensure the judicial proceedings.	с) Студенты нашего факультета учатся планировать и проводить финансовый контроль.
4) During their studies, students receive in-depth training in economics, jurisprudence, information security, which allows them to freely navigate in civil, financial, banking, tax law, know accounting, taxation.	д) Специалисты в области экономики безопасности отслеживают исполнение налоговых обязательств хозяйствующими субъектами. Планируют и проводят финансовый контроль.
5) Future specialists ensure law and order in the sphere of economy by detecting, investigating and preventing economic offences.	е) Выпускники выявляют проблемы экономического характера при анализе конкретных ситуаций и предлагают способы выхода из кризисных ситуаций.
6) Graduates identify economic problems when analyzing specific	ф) Будущие специалисты обеспечивают законность и

situations and suggest ways out of crisis situations.	правопорядок в сфере экономики, раскрывая, расследуя и предупреждая экономические правонарушения.
7) Security economists identify economic problems when analyzing specific situations and suggest ways out of a crisis situation.	g) В ходе обучения студенты получают углубленную подготовку в области g) экономики, юриспруденции, информационной безопасности, что позволяет им свободно ориентироваться в гражданском, финансовом, банковском, налоговом праве, знать бухгалтерский учет, налогообложение
8) Students of our department learn how to plan and conduct financial controls.	h) Область профессиональной деятельности выпускников, включает: Обеспечение экономической безопасности общества, государства и личности, субъектов экономической деятельности; Обеспечение законности и правопорядка в сфере экономики; Судебно-экспертную деятельность по обеспечению судопроизводства.
9) Security economists identify economic problems when analyzing specific situations and suggest ways out of a crisis situation.	i) Структура предполагает обсуждение кросс-культурных особенностей иноязычного профессионально ориентированного общения, предметно-интегрированный кейс-анализ
10) The task of a security economist is to prevent economic offenses.	j) Тематика связана с базовыми финансово-экономическими дисциплинами: банковское дело, финансы предприятий, учреждений и организаций, налоговая система государства, аудит.

**Задание 4. Ознакомьтесь с основными экономическими понятиями из приложения 1 для подготовки к чтению новых текстов по экономике.**

**Задание 5. Прочитайте текст и подберите к нему заголовок. Выделите основную мысль и переведите его устно.**

- a) Tax system
- b) Economic security
- c) Professionally oriented communication

### **Text 1**

The field of professional activity of graduates, includes:

Ensuring the economic security of society, the state and the individual, the subjects of economic activity; Ensuring the rule of law and law and order in the economy; Judicial and expert activities to ensure legal proceedings, prevention, detection and investigation of offenses in the economy; Economic, social and economic activities of business entities, economic, financial, production and analytical services organizations, state and municipal authorities, competitive intelligence

The topics for students are related to basic financial and economic disciplines: banking, finance of enterprises, institutions and organizations, tax system of the state, audit. The structure implies discussion of cross-cultural features of foreign-language professionally oriented communication, subject-integrated case analysis and role-playing games based on it, use of digital environment for educational purposes.

### **WHAT TO DO.**

Students get profound knowledge in economics, law, information security, which allows them to orient easily in civil, financial, banking, tax law, to know accounting, taxation, peculiarities of formation and use of the state and municipal financial resources.

### **WHERE TO WORK**

Graduates of the specialty can work as tax inspectors and consultants, specialists of economic and tax security. They ensure law and order in the sphere of economy, revealing, investigating and preventing economic offences. They identify problems of economic nature by analyzing specific situations and suggest ways out of crisis situations. Monitor the fulfillment of tax obligations by business entities. Plan and conduct financial control.

**Задание 6. Руководствуясь содержанием текста 1, дополните следующие предложения, выбрав один из вариантов а), b), c).**

1. Topics are related to...
- a) basic chemistry disciplines
  - b) problems of ecological nature

c) basic financial and economic disciplines: banking, finance of enterprises, institutions and organizations, tax system of the state, audit.

2. The structure implies discussion of...

a) business ethics

b) cross-cultural features of foreign-language professionally oriented communication, subject-integrated case analysis.

c) welding

3. The field of professional activity of faculty graduates, includes:

a) Ensuring the economic security of society

b) Ensuring the right for education

c) Ensuring the right for voting.

4. Economic security specialist will work in the sphere of...

a) Economic, social and economic activities of business entities, economic, financial, production and analytical services organizations

b) Supply of business entities

c) delivery of business correspondence

5. Graduates of the specialty can work as...

a) engineers

b) doctors

c) tax inspectors and consultants, specialists of economic and tax security.

6. Our graduates of Economic security faculty will ...

a) repair cars

b) monitor the fulfillment of tax obligations by business entities, plan and conduct financial control

c) deliver medical equipment

**Задание 7. Выпишите из текста 1 ответы на следующие вопросы:**

1. Are the topics related to basic financial and economic disciplines: banking, finance of enterprises, institutions and organizations, tax system of the state, audit?

2 Does the structure imply discussion of cross-cultural features of foreign-language professionally oriented communication??

3. What does the field of professional activity of graduates, include?

4. Do students get profound knowledge in economics, law, information security?

5. What knowledge allows students to orient easily in civil, financial, banking, tax law, to know accounting, taxation?

6. Can graduates of the specialty work as tax inspectors and consultants, specialists of economic and tax security?
7. Do they ensure law and order in the sphere of economy, revealing, investigating and preventing economic offences?
8. How do they identify problems of economic nature?

**Задание 8. Определите ключевые предложения каждого абзаца и подготовьте пересказ текста 1.**

## Раздел 2

### Функции причастий:

**Задание 1. Изучите грамматический материал о функциях причастий по таблице 1:**

#### Participle I (Причастие настоящего времени)

**таблица 1**

<b>Функция причастия:</b>	<b>Примеры:</b>	<b>Перевод:</b>
<b>Определение</b>	The firm building this house is one of the best construction firms.	Фирма, строящая этот дом, является одной из лучших строительных фирм.
<b>Обстоятельство</b>	Answering the first question he underlined that it is important.	Отвечая на первый вопрос, он подчеркнул, что это важно.
<b>Часть сказуемого</b>	They are conducting talks now.	Они проводят переговоры сейчас.

#### Participle II (Причастие прошедшего времени)

<b>Функция причастия:</b>	<b>Примеры:</b>	<b>Перевод:</b>
<b>Определение</b>	The house built by this firm has all modern conveniences.	Дом, построенный этой фирмой, имеет все современные условия.

<b>Обстоятельство</b>	When developed successfully this method will provide good results.	При удачной разработке этот метод обеспечит хорошие результаты.
<b>Часть сказуемого</b>	The contract was signed two days ago.	Контракт был подписан 2 дня тому назад.

табл. 1

**Задание 2. Найдите в следующих предложениях причастия настоящего и прошедшего времени. Определите, в какой функции они употребляются.**

- 1) The goods produced by the company are in great demand.
- 2) The Institute has developed a new model of equipment.
- 3) Customers can get information of all the goods sold by the firm.
- 4) Imposing some restrictions on food prices, governments make it possible for all people to buy enough food.
- 5) Knowing that their resources are limited, people make a decision how to allocate them in the best possible way.
- 6) The government can regulate monopolies controlling the prices or supplying the products itself.
- 7) When developed the
- 8) Toyota faces these challenges in the coming months.
- 9) The price is considered too low.
- 10) They have already studied the price list.
- 11) The price offered by the vendors is too high.
- 12) The trend is changing now.
- 13) The man waiting for you has come from Moscow.
- 14) They are changing the prices.

**Задание 3. Дополните предложения причастиями, выбрав один из вариантов в скобках. Обратите внимание на разницу между причастиями настоящего и прошедшего времени.**

1. What foreign and Russian companies (providing, provided) auditing and consulting services do you know?
2. The marketing services (providing, provided) by this firm are thought very highly of.
3. The shares (buying, bought) from this investment fund will bring big dividends to their owners.
4. Businesses (running, run) by experienced managers do not get bankrupt.
5. The complaint (receiving, received) by the firm was given careful attention to.

6. When (discussing, discussed) the documents will be signed by the Company Chairman.
7. Russian companies are (increased, increasing) export links with Western customers.
8. He runs a business (selling, sold) computers.
9. They spoke of the problems (discussing, discussed).
10. Part of national spending includes the purchase of (importing, imported) goods.

**Задание 4. Переведите следующие предложения на английский язык, используя причастия настоящего и прошедшего времени.**

1. Прибыль акционерной компании делится в соответствии с акциями, принадлежащими участникам.
3. Бизнесмены считают, что высокие налоги не способствуют развитию деловой активности.
4. Российские предприятия, сотрудничающие с фирмами развитых капиталистических стран, извлекают большую пользу из управленческого опыта этих стран.
5. Условия транспортировки, нарушенные заказчиком, привели к повреждению оборудования.
6. Фирмы, предоставляющие консультационные услуги, как правило, имеют опытных специалистов в своем штате.
7. Шаги, предпринятые руководством компании, направлены на расширение рынков сбыта.
8. Окончательное решение, принятое сторонами, будет способствовать более тесному (closer) сотрудничеству.

### **Работа с текстом 2**

#### **Text 2: «Basic forms of business organization»**

**Задание 1. Изучите следующие слова и выражения:**

to run a business - владеть коммерческим предприятием

profit - доход

ownership - собственность

share - доля

stockholders - пайщики

shareholders - акционеры

liability - ответственность

franchises - франшизы

limited partnership - товарищество с ограниченной ответственностью

cooperative - кооператив

to set up (to establish) - создать

joint venture - совместное предприятие

certain legal requirements - определённые юридические требования

negotiations on possibility of establishing a J.V - переговоры о возможностях создания СП

signing of a protocol of intentions - подписание протокола о намерениях

drafting of a feasibility study - составление технико-экономического обоснования (ТЭО)

preparation of the foundation documents - подготовка учредительных документов

registration of the J.V. - регистрация совместного предприятия

**Задание 2. Подберите английские эквиваленты из колонки В к следующим английским словосочетаниям:**

<b>А</b>	<b>В</b>
1) a business that is owned, and often run, by one person;	a) право заключения контрактов от своего имени;
2) to receive all the profits;	b) процесс создания совместного предприятия;
3) to bear all the liabilities of the business;	c) независимое юридическое лицо;
4) a voluntary legal association;	d) с целью владения коммерческим предприятием;
5) with the purpose of running a business;	e) ответственность акционеров за долги фирмы;
6) an independent legal entity;	f) нести всю ответственность за предприятие;
7) the key feature of the corporation is limited liability;	g) основной чертой корпорации является ограниченная ответственность;
8) the liability of the stockholders for debts of the firm;	h) коммерческое предприятие, которое принадлежит и которым часто руководит одно лицо;
9) the right to conclude contracts in its name;	i) получить все доходы;
10) the process of a joint venture creation.	j) добровольное объединение на юридической основе.

**Задание 3. Просмотрите текст и найдите причастия в выделенных предложениях. Определите, в какой функции они употребляются.**

**Задание 4. Прочитайте текст 2. Выделите основную мысль и переведите его устно.**

### **Text 2**

#### **Basic forms of business organization**

All businesses are known to take one of three basic forms: the sole proprietorship, the partnership, and the corporation.

**Sole proprietorship is a business that is owned, and often run, by one person, who receives all the profits and bears all the liabilities of the business.**

Partnership is a voluntary legal association of two or more people for the purpose of running a business.

**Corporation is a firm that exists as an independent legal entity, with ownership divided into shares.** The owners of the shares are known as stockholders or shareholders.

Key feature of the corporation is limited liability. It means that the liability of the stockholders for debts of the firm is limited to the amount of money they paid to buy shares.

Since no one form of business organization is perfect, so-called hybrids have been devised like: franchises, limited partnerships, cooperatives, and joint ventures.

**A lot of joint ventures have been set up in different branches of industry and in the service sector since Russia started carrying out major economic reforms.**

Joint ventures play an important role in attracting foreign technology, management experience, additional material and financial resources. They contribute to further development of the country's trade, economic, scientific and technical cooperation.

**There are certain legal requirements for Russian and foreign participants wishing to set up a joint venture.**

A joint venture must be a legal entity to have the right to conclude contracts in its name.

There are several stages in the process of a joint venture creation in the Russian territory. They are the negotiations on the possibility of establishing a J.V., the signing of a protocol of intentions, the drafting of a feasibility study, the preparation of the foundation documents and at last the registration of the J.V.

**Задание 5. Определите, соответствуют ли следующие утверждения содержанию текста 2. Если они неверные, внесите необходимые изменения:**

1. All businesses are known to take one of three basic forms: the sole proprietorship, the partnership, and the corporation.
2. Sole proprietorship is a business that is owned, and often run, by one person, who receives all the profits and bears all the liabilities of the business.
3. Corporation is a voluntary legal association of two or more people for the purpose of running a business.
4. Partnership is a firm that exists as an independent legal entity, with ownership divided into shares.
4. The key feature of a partnership is limited liability.
5. Since no one form of business organization is perfect, so-called hybrids have been devised like: franchises, limited partnerships, cooperatives, and joint ventures.
6. Joint ventures contribute to further development of the country's trade, economic, scientific and technical cooperation.
7. A lot of joint ventures have been set up in different branches of industry and in the service sector since Russia started carrying out major economic reforms.
8. Joint ventures play an important role in attracting foreign technology, management experience, additional material and financial resources.
9. There are several stages in the process of a joint venture creation in the Russian territory.

**Задание 6. Выберите из текста 2 ответа на следующие вопросы:**

1. What basic forms of businesses do you know?
2. What is sole proprietorship?
3. What is partnership?
4. What is corporation?
5. What is the key feature of a corporation?
6. What forms of businesses play an important role in attracting foreign technology, management experience, additional material and financial resources?
7. What do you know about the stages in the process of a joint venture creation in the Russian territory?

**Задание 7. Дополните следующие предложения, выбрав для окончания один из вариантов а-г:**

1. Businesses are known to take one of three basic forms: ...
2. Partnership is a voluntary legal...
3. Corporation is a firm that exists as an independent legal entity, with...
4. The Key feature of a corporation is....
5. It means that the liability of the stockholders for debts of the firm...
6. Joint ventures play an important role...
7. A joint venture must be a legal entity to have the right...

- a) to conclude contracts in its name
- b) in attracting foreign technology, management experience, additional material and financial resources.
- c) is limited to the amount of money they paid to buy shares.
- d) the limited liability.
- e) ownership divided into shares.
- f) association of two or more people for the purpose of running a business.
- g) the sole proprietorship, the partnership, and the corporation.

**Задание 8. Составьте предложения, используя следующие слова и выражения:**

1. as, stockholders, of, the, shares, the, owners, are, known or, shareholders.
2. to, the, amount, of, money, they, paid, of, the, stockholders, that, the, liability, it, means, for, debts, of, the, firm, is, limited, to, buy, shares.
3. franchises, limited, partnerships, since, no, one, form, of, business, organization, is, perfect, so-called, hybrids, have, been, devised, like, cooperatives, and, joint, ventures.
4. of, the, country, trade, economic, scientific, contribute, to, further, development, joint, ventures, and, technical, cooperation.
5. and, in, the, service, sector, have, been, set, up, in, different, branches, of, industry, a, lot, of, joint, ventures, since, Russia, started, carrying, out, major, economic, reforms.
6. wishing, to, set, up, a, joint, venture, for, Russian, and, foreign, participants, there, are, certain, legal, requirements.
7. to, have, the, right, to, conclude, contracts, a, legal, entity, a, joint, venture, must, be, in, its, name.

**Задание 9. Определите ключевые предложения каждого абзаца и подготовьте реферат текста 1, используя следующие речевые клише табл. 2:**

**таблица 2**

<b>Речевые клише для составления рефератов и аннотаций текстов и статей</b>		
<b>I.</b>	<b>Библиографические описания:</b>	<i>1) The title of the text (article) is....;</i> <i>2) The author of the text (article) is ... (unknown);</i> <i>3) The text (article) published in....is given on page(s)....</i>
<b>II.</b>	<b>Характеристика основного содержания:</b>	<i>4) The main idea of the text (article) is/ the bulk of the material is devoted to ...;</i> <i>5) The author discusses the problem of</i>

		<i>.../ the author gives us the facts about...;</i> <i>6) The text (article) can be divided into 2 (4) logical parts;</i> <i>7) In the first part the author tells us that ...;</i> <i>8) In the second part the author gives us the information about ...;</i> <i>9) The third part is devoted to ...;</i> <i>10) The fourth part gives us the description of ...;</i>
<b>III.</b>	<b>Заключение:</b>	<i>11) In conclusion it is possible to say that ... / I'd like to say that... (On the whole, I should say that the article is rather interesting and contains very useful information).</i>

табл. 2

### Работа с диалогом 1

#### Задание 1. Изучите следующие слова и словосочетания:

foreign representative – представитель зарубежной компании  
 common goals – общие цели  
 to clear up – прояснять, выяснить  
 agreement – соглашение  
 charter – устав  
 feasibility study – технико-экономическое обоснование (ТЭО)  
 to draft – зд. составлять  
 to require – требовать  
 a break – перерыв  
 to resume negotiations – возобновить переговоры  
 amount – размер  
 authorized fund – уставной фонд  
 participant - участник  
 meanwhile – тем временем  
 legal adviser – юрисконсульт  
 by the way – между прочим  
 objection - возражение  
 to attend to something (questions) – зд. заняться чем-либо (вопросами)  
 in due time - в свое время

#### Задание 2. Подберите английские эквиваленты из колонки В к следующим фразам и речевым клише:

1) I'd like to clear up some questions.	a) Речь идет о создании совместного предприятия.
2) It concerns the J.V.'s establishment.	b) Мне понятна Ваша точка зрения.
3) I see your point of view.	c) Я хотел бы прояснить некоторые вопросы
4) And now I suggest a break.	d) А затем мы возобновим переговоры.
5) We won't say no to your suggestion.	e) А теперь я предлагаю сделать перерыв на обед.
6) And then we shall resume our negotiations.	f) Мы не откажемся от Вашего предложения.
7) It's time to turn to the next question.	g) А тем временем давайте обсудим эту проблему.
8) And meanwhile let's discuss this problem.	h) Пора перейти к следующему пункту.
9) No objection.	i) Мы займемся всеми этими вопросами в свое время.
10) We'll attend to all these questions in due time.	j) Не возражаю (Не возражаем).
11) Let's get down to business	к) Это именно то, о чем я говорю.
12) That's exactly what I say.	l) Давайте приступим к делу.

### **Задание 3. Прочтите следующий диалог:**

#### **Dialogue 1**

#### **Discussing Foundation Documents**

Foreign representative: Gentlemen, I'm glad we have agreed about our common goals. But there are some specific questions I'd like to clear up.

Russian representative: We are all attention.

F. r.: What documents must be prepared for setting up our J.V.?

R. r.: It's a package of documents including an agreement on the establishment of the joint venture, a charter and a feasibility study.

F. r.: I see. We must have these documents drafted as soon as possible.

R. r.: Sure. They are the documents required for the registration of our J.V. And now I suggest a break for lunch. You must be hungry.

F. r.: We won't say no to your suggestion. We had an early breakfast today.

R. r.: Good. And then we shall resume our negotiations. It's time to discuss the amount of

our J.V.'s authorized fund and the share of each participant.

And meanwhile our legal advisers should draft the charter, By the way, we want the feasibility study to be prepared by specialists of both sides.

F. Г.: No objection. We'll attend to all these questions in due time.

**Задание 4. Дайте ответы на вопросы по содержанию диалога 1:**

- 1) What is the dialogue about?
- 2) Have the Russian and foreign representatives already agreed about their common goals?
- 3) What specific questions would the foreign representative like to clear up?
- 4) What does the package of documents include?
- 5) When are they going to resume their negotiations?
- 6) What will they discuss?

**Задание 5. Изучите следующие речевые клише для выражения согласия:**

- 1) Of course (we have.; we are.; it is.; etc.).
- 2) Sure (we have.; we are.; it is.; etc.).
- 3) Certainly (we have.; we are.; it is.; etc.).
- 4) Definitely (we have.; we are.; it is.; etc.).
- 5) Absolutely right.
- 6) Exactly so.
- 7) (You are) quite right.
- 8) Well, I couldn't agree more.
- 9) No doubt.

**Задание 6. Выберите соответствующие речевые клише из задания 14 для того, чтобы дать утвердительный ответ на следующие вопросы.**

**Модель:**

**«Have we agreed about our common goals? »**

**«Certainly we have. But there are some questions we'd like to clear up. »**

- 1) Will they be able to prepare all the documents tomorrow?
- 2) Does it concern the documents that must be prepared for setting up our J.V.?
- 3) Must we check this package of documents as soon as possible?
- 4) Are these documents required for the registration of our J.V.?
- 5) Do our documents meet all the requirements?
- 6) Should our legal advisers draw the contract?

**Задание 7. Выучите диалог 1 и разыграйте его по ролям.**

**Задание 8. Дополните реплики, используя информацию из диалога.**

a) F. r.: Gentlemen, there are some specific questions I'd like to clear up.

R. r.: .....

F. r.: What must the package of documents include?

R. r.: .....

F. r.: Should we prepare all the documents tomorrow?

R. r.: .....

F. r.: By the way, would you like the J.V.'s charter to be drafted by specialists of both sides?

R. r.: .....

F. r.: And now I suggest a break for lunch. You must be hungry.

R. r.: .....

F. r.: Good. And then we shall resume our negotiations.

b) F. r.: It's time to turn to the next question and speak about the drafting of our J.V.'s charter.

R. r.: .....

F. r.: Could you send us your legal advisers to discuss the main points of the charter.

R. r.: .....

F. r.: When will they arrive?

R. r.: .....

F. r.: And could you show us the papers concerning the amount of our J.V.'s authorized fund?

R. r.: .....

F. r.: Thank you very much. And I suppose we also should agree on the share of each participant, shouldn't we?

R. r.: ..... But we'll attend to this question after scrutinizing all the documents.

F. r.: Good.

**Задание 9. Составьте и разыграйте диалог по следующей ситуации:**

You are going to set up a joint venture with foreign representatives. Discuss the drafting of foundation documents.

**Раздел 3**

**Text 3: «Strengths and weaknesses  
of different forms of business organization»**

**Задание 1. Изучите следующие слова и выражения:**

ability - способность  
 criterion (мн. ч. – criteria) - критерии  
 simplicity - простота  
 taxation - налоги  
 by incorporating - путём объединения  
 to claim - потребовать  
 the degree - степень  
 to be personally liable for - нести личную ответственность за  
 venture capital – зδ. рисковый капитал  
 master - зδ. хозяин  
 destiny - зδ. будущее  
 dormant or sleeping partner – потенциальный партнёр

**Задание 2. Подберите английские эквиваленты из колонки В к следующим фразам и речевым клише:**

<b>А</b>	<b>В</b>
1) <b>person, known as dormant or sleeping partner</b>	а) выход из бизнеса
2) <b>going out of business</b>	б) человек, известный как потенциальный партнёр
3) <b>the source of capital</b>	с) не требуется никаких юридических процедур
4) <b>the owner's own savings</b>	д) выплатить долги фирмы
5) <b>capital can be raised by...</b>	е) собственные сбережения владельца
6) <b>to pay off the debts of the business</b>	ф) капитал может быть получен посредством...
7) <b>no legal procedures are required</b>	г) несколько сложнее
8) <b>somewhat more complex</b>	h) источник капитала
9) <b>the sole master of the destiny of the firm.</b>	и) передать ответственность новым партнёрам
10) <b>to delegate responsibility to the new partners.</b>	j) единственный хозяин будущего фирмы

**Задание 3. Просмотрите текст и найдите причастия в выделенных предложениях. Определите, в какой функции они употребляются.**

**Задание 4. Прочитайте текст 3 и переведите его. Выделите основную мысль каждого абзаца и составьте аннотацию.**

**Text 3**  
**Strengths and Weaknesses of**  
**Different Forms of Business Organization**

Proprietorships, partnerships, and corporations have certain advantages and disadvantages. These can be considered using the following criteria: simplicity, ability to raise capital, liability, control, taxation, etc.

Of the three basic forms, the proprietorship is the simplest. **The legal procedures for starting a proprietorship are limited to registering the company's name.** Going out of business is also very easy: no legal procedures are required.

Starting a partnership is less complex than starting a corporation, but somewhat more so than starting a proprietorship. **Simplicity has its advantages but it is not the only thing to consider when choosing the right form of business organization.**

Ways of raising capital are different under different forms of business organization. The source of capital for a proprietorship usually is the owner's own savings and loans from banks. More capital can be raised by bringing in partners or by incorporating. The so-called venture capital market is another important source of capital for new business.

A major difference among organizational forms is the degree to which owners are personally liable for debts of the business. If a proprietorship fails, creditors can claim the owner's property to pay off the debts of the business.

For a partnership, liabilities can also be a serious problem whereas the limited liability feature of the corporation is its biggest advantage. Other disadvantages of a partnership are listed below:

1. The original owner has to share both ownership and control with the new partners.
2. The profits of the business must be shared between the partners.
3. The original owner is not the sole master of the destiny of the firm.

On the other hand, a partnership has its advantages:

1. The business will grow and the profits will be larger.
2. The original owner can delegate responsibility to the new partners.
3. The business has more capital available for expansion.

From 2 to 20 persons may be included in a partnership. Partners usually specialize in one or more aspects of the business; one may be responsible for buying, one for selling, one for production. **A person, who joins a partnership, supplying capital and sharing in the profits, but taking no part in the management is known as**

**dormant or sleeping partner.** Since the partnership has greater access to capital, it can achieve greater size than the sole proprietor ship.

**Задание 5. Руководствуясь содержанием текста 3, дополните следующие предложения, выбрав один из вариантов а), b), c).**

1. Proprietorships, partnerships and corporations have certain...
  - a) advantages
  - b) disadvantages
  - c) advantages and disadvantages.
2. Starting a partnership is ... than that of a proprietorship.
  - a) less complex
  - b) more complex
  - c) not so complex as
3. The source of capital for a proprietorship usually is...
  - a) the own savings
  - b) loans from banks
  - c) the owner`s own savings and loans from banks.
4. The so – called venture capital market is another... source of capital for new business.
  - a) unimportant
  - b) important
  - c) less important
5. The major... among organizational forms is the degree to which owners are personally liable for debts of the business
  - a) advantage
  - b) disadvantage
  - c) difference
6. The limited liability feature of the corporation is its biggest...
  - a) drawback
  - b) advantage
  - c) problem

**Задание 6. Выпишите из текста 3 ответы на следующие вопросы:**

1. What is the simplest form of business organization?
- 2 What legal procedures are used for starting a proprietorship?
3. Is going out of business easy?

4. Is starting a partnership more complex than that of corporation?
5. Is simplicity the only thing to consider when choosing the right form of business organization?
6. Are ways of raising capital different?
7. What is the source of capital for a proprietorship?
8. How can more capital be raised?
9. What are other important sources of capital for new business?
10. What is the major difference among organization forms?
11. What is the biggest advantage of the corporation?

**Задание 7. Составьте предложения, используя следующие слова и выражения:**

1. advantages, and, disadvantages, proprietorships, partnerships, and, corporations, have, certain.
2. the, simplest, the, proprietorship, of, the, three, basic forms, is.
3. are, required, is, also, very, easy, going, out, of, business, no, legal, procedures.
4. are, different, under, different, ways, of, raising, capital, forms, of, business, organization.
5. for, a, proprietorship, usually, is, the, source, of, capital, the, owner's, own, savings, and, loans, from, banks.
6. can, be, raised, by, more, capital, bringing, in, partners, or, by, incorporating.
7. is, another, important, source, venture, capital, market, the, so-called, of, capital, for, new, business.
8. is, the, degree, to, which, owners, among, organizational, forms, a, major, difference, are, personally, liable, for, debts, of, the, business.
9. the profits, will, be, will, grow, the, business, and, larger.
10. the, profits, the, partners, must, be, shared, of, the, business, between.

**Задание 8. Определите ключевые предложения каждого абзаца и подготовьте аннотацию текста 3, используя изученные речевые клише:**

**Работа с диалогом 2**

**Задание 1. Изучите следующие слова и словосочетания:**

to consider – рассматривать  
draft – зд. проект  
basically – по существу  
to coincide – совпадать  
to interpret – понимать  
party – сторона  
to save – зд. экономить  
the governing bodies – руководящие органы

supervision – контроль  
 operation – деятельность  
 the Board – Правление  
 the Auditing commission – ревизионная комиссия  
 body – орган  
 distribution of profits – распределение прибыли  
 special-purpose fund – фонд специального назначения  
 to work out a business policy – разработать деловую политику  
 to carry out day-to-day management – проводить повседневное руководство

**Задание 2. Подберите английские эквиваленты из колонки В к следующим фразам и выражениям:**

1) I suppose so.	a) Я целиком и полностью за.
2) I'm all for it.	b) Я полагаю, что так.
3) May I step in here?	с) Я хотел бы отметить, что это очень важно.
4) I would like to point out that it is important.	d) Позвольте мне?
5) That goes without saying.	е) (Боюсь), что Вы не правы.
6) I am afraid you are not quite right (you are wrong).	f) Это само собой разумеется.
7) Not in the least. (Nothing of the kind.)	g) Конечно нет.
8) Definitely not. (Surely not.)	h) Ничего подобного.
9) (I'm afraid) I can't agree with you.	i) Я хочу быть уверен, что мы понимаем это одинаково
10) I want to be sure that we interpret it in the same way .	j) Это отличная идея.
11) That's an excellent idea.	k) В заключении, я хотел(а) бы сказать, что обсуждение было довольно конструктивным/плодотворным/полезным, и.т.д.
12) In conclusion, I'd say that the discussion was rather constructive/ fruitful/ useful, etc.	l) (Боюсь), что не могу с Вами согласиться.

### **Задание 3. Прочтите следующий диалог:**

#### **Dialogue 2** **Discussing the organization structure of the J.V.**

R. r.: Gentlemen, the purpose of today's meeting is to consider and approve the charter of the J.V. drafted by our legal advisers. You are familiar with the draft, I suppose. Would you like to make any remarks?

F. r.: Basically, the paper is good. But I want to, be sure that our views on certain problems coincide.

R. r.: Exactly so. I suggest going through the text of the charter to make sure that we interpret it in the same way and that it satisfies both parties.

F. r.: I'm all for it, but to save time I would ask you to concentrate on the most important articles, say: the governing bodies, supervision of the J.V.'s operation, etc.

R. r.: Besides, we should agree on the number of members of the Board, the Directorate and the Auditing commission and their functions.

These are the bodies that will make decisions on the employment of personnel, pay for work, distribution of profits, formation of special-purpose funds, in fact work out the business policy of the J.V., carry out day-to-day management and financial control.

F. r.: May I step in here? I would like to point out that it is important that the joint venture partners should fully inform each other of their plans, activities and management methods to guarantee a successful operation of our J.V.

R. r.: That goes without saying.

### **Задание 4. Ответьте на вопросы по содержанию диалога 2:**

- 1) What's the purpose of the meeting?
- 2) Are the foreign representatives familiar with the draft?
- 3) What does the Russian representative suggest?
- 4) What main articles of the Charter are the participants going to discuss?
- 5) Should the participants also agree on the number of members of the Board.
- 6) Is it important that the joint venture partners should fully inform each other of their plans and activities?

### **Задание 5. Изучите следующие речевые клише и фразы для выражения несогласия:**

- 1) You are not right.
- 2) I am afraid you are not quite right (you are wrong)
- 3) Not in the least.
- 4) Certainly not.

- 5) Definitely not.
- 6) Of course not.
- 7) Surely not.
- 8) Nothing of the kind.
- 9) I don't think so.
- 10) (I'm afraid) I can't agree with you.
- 11) It's just the other way round.
- 12) On the contrary, .....

**Задание 6. Выберите соответствующие фразы и выражения из задания 5 для того, чтобы опровергнуть следующие утверждения.**

**Модель:**

**«Of the three basic forms of business organization, the proprietorship is the most complex one. »**

**«I am afraid; I can't agree with you. On the contrary, it is the simplest one. »**

- 1) Going out of business implies a complex procedure.
- 2) Starting a partnership is more complex than setting up of a corporation.
- 3) Ways of raising capital are similar under different forms of business organization.
- 4) The limited liability feature of the corporation is one of its advantages.
- 5) modern proprietorships are very profitable.
- 6) It is quite easy to choose the right form of your new business.

**Задание 7. Выучите диалог 2 и разыграйте его по ролям.**

**Задание 8. Дополните реплики, используя информацию из диалога 1 и фразы из задания 2.**

a) F. r.: Gentlemen, the purpose of today's meeting is to consider the J.V.'s charter draft.

R. r.: .....

F. r.: I suppose; you are familiar with the draft?

R. r.: .....

F. r.: What do you think about it?

R. r.: .....

F. r.: And, we should also agree on the number of members of the Auditing commission.

R. r.: .....

F. r.: Besides, I'd like to point out that our partners should fully inform each other of their activities and plans to guarantee a successful operation of our joint venture.

R. r.: .....

b) F. r.: Well, and now I suggest going through the text of the Charter.

R. r.: .....

F. r.: Let`s concentrate on the most important articles.

R. r.: .....

F. r.: First of all, I think it would be reasonable if we discussed the governing bodies.

R. r.: .....

F. r.: Don`t you agree that it is an important step, because we need the bodies which will make decisions on the employment of personnel and pay for work.

R. r.: .....Shall we discuss this article in detail?

F. r.: .....

**Задание 9. Составьте и разыграйте диалог по следующей ситуации:**

**You are participants of the meeting on the organization structure of the J.V. Think of the questions to discuss.**

**Материал для дополнительного чтения:**

**Задание 1. Прочитайте и переведите текст.**

### **ECONOMIC SECURITY OF LARGE NATIONS**

Economic security of large nations, like the United States and Russia, can be maintained, which means their smaller dependence on world markets. Nowadays these large nations are provided with such economic fundamentals as natural resources, good agricultural land, and effective manufacturing enterprises relatively well, although in future gas, oil mineral resources will be exhausted and these nations will have to export them.

Self-sufficiency can be ensured by the government policies of large nations but it is impossible for more dependent nations. Self-sufficiency may be achieved by various policies in accordance with particular economic characteristics of each nation. Although large and rich nations are less self-sufficient today than they were 30 years ago, they are still able to rely mainly on their domestic resources and production for national prosperity.

The USA is an example of a country with a free market economy and strong economic fundamentals. It is also known as an economy of free enterprise<sup>1</sup>. American government (usually called the US administration) does not participate directly in foreign trade but it often uses protective tariffs to support domestic producers.

However, with its large territory which includes about 6 percent of the land surface of the earth, the United States has always been more interested in the development of domestic market. More than 90 percent of the nation's total trade has recently been done on its territory. Thus, the United States has sought to maintain its economic security through a policy of protection that has restrained trade with other nations in favor of<sup>2</sup> a domestic market where industry and agriculture have been free to develop and expand to meet domestic demand. At present a variety of policies are being followed by different countries in the world economy. However, all these policies are being used in order to provide a certain degree of economic security for a nation.

On the one hand, the economic security of any nation is based on economic nationalism recognized as the only practical economic way of life in the modern world. On the other hand, various conflicts can be caused if a nation follows policies of restraints in trade which prevent the growth of world economic well-being.

### Пояснения к тексту:

free enterprise — свободное предпринимательство

in favor of — в защиту

**Задание 2. выпишите основную мысль каждого абзаца и подготовьте аннотацию текста.**

## ПРИЛОЖЕНИЕ 1

<b>Regulation</b>	<p>is the management of complex systems according to a set of rules and trends. In systems theory, these types of rules exist in various fields of biology and society, but the term has slightly different meanings according to context. For example:</p> <p>in business, industry self-regulation occurs through self-regulatory organizations and trade associations which allow industries to set and enforce rules with less government involvement;</p> <p>in psychology, self-regulation theory is the study of how individuals regulate their thoughts and behaviors to reach goals.</p>
<b>Distribution of wealth</b>	<p>is a comparison of the wealth of various members or groups in a society. It shows one aspect of economic inequality or economic heterogeneity. The</p>

	distribution of wealth differs from the income distribution in that it looks at the economic distribution of ownership of the assets in a society, rather than the current income of members of that society.
<b>Economic inequality</b>	most notably income inequality measured using the distribution of income (the amount of money people are paid) and wealth inequality measured using the distribution of wealth (the amount of wealth people own). Besides economic inequality between countries or states, there are important types of economic inequality between different groups of people.
<b>Consumption</b>	is the act of using resources to satisfy current needs and wants. It is seen in contrast to investing, which is spending for purchase of future income. Consumption is a major concept in economics.
<b>Goods</b>	are items that satisfy human wants and provide utility, for example, to a consumer making a purchase of a satisfying product. A common distinction is made between goods which are transferable, and services, which are not transferable.
<b>Microeconomics</b>	is a branch of economics that studies the behavior of individuals and firms in making decisions regarding the allocation of scarce resources and the interactions among these individuals and firms. Microeconomics focuses on the study of individual markets, sectors, or industries as opposed to the national economy as whole, which is studied in macroeconomics.
<b>Macroeconomics</b>	is a branch of economics dealing with performance, structure, behavior, and decision-making of an economy as a whole. For example, using interest rates, taxes, and government spending to regulate an economy's growth and stability. This includes regional, national, and global economies. Macroeconomists study topics such as GDP (Gross Domestic Product), unemployment (including unemployment rates), national income, price indices, output.
<b>Gross domestic</b>	is a monetary measure of the market value of all the final goods and services produced and sold (not

<b>product (GDP)</b>	resold) in a specific time period by countries. Due to its complex and subjective nature this measure is often revised before being considered a reliable indicator. GDP (nominal) per capita does not, however, reflect differences in the cost of living and the inflation rates of the countries; therefore, using a basis of GDP per capita at purchasing power parity (PPP) may be more useful when comparing living standards between nations.
<b>Political economy</b>	is the study of how economic and political (e.g. law, institutions, government) systems are linked. Political economy studies macroeconomic phenomena such as growth, distribution, inequality, and trade, and how these phenomena are shaped by institutions, laws, and political behavior.

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**АНГЛИЙСКИЙ ЯЗЫК  
НА МАТЕРИАЛЕ ТЕКСТОВ ПО СПЕЦИАЛЬНОСТИ  
МЕТОДИЧЕСКИЕ УКАЗАНИЯ**

для организации практических занятий студентов направления  
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