

**ИНСТИТУТ МЕЖДУНАРОДНЫХ ЭКОНОМИЧЕСКИХ  
СВЯЗЕЙ**

*Кафедра иностранных языков*

**Раздаточный материал для студентов 2 курса  
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## Reported Speech

Прямая речь передает высказывание без изменений. В косвенной речи оно передается с изменением порядка слов, временных форм и с некоторыми лексическими изменениями.

1. При переходе из прямой речи в косвенную само утверждение становится придаточным предложением, которое подчиняется правилу согласования времен, если главное предложение стоит в прошедшем времени.

*e.g. I'm hungry.*

*She said she was hungry.*

**N.B.** **Say/tell** употребляются в косвенной речи.

**But! Say** может употребляться как с прямым и косвенным дополнением (**say something to somebody**), так и самостоятельно (*she said:*), тогда как **Tell** употребляется с косвенным дополнением (**tell somebody something**).

**e.g.** *He said, "I'm tired." He said (to me that) he was tired. He told me he was tired.*

### Remember!

- *to say (He said that...)*

- *To tell smb (He told me...)*

- *To say smth to smb (He said it to me)*

- *To tell smb smth (He told me the news)*

**Tell** употребляется **без** косвенного дополнения (*smb*) в следующих выражениях: *to tell the truth/ a lie/ a story/ the difference/ smb apart/ one's fortune.*

- без прямого и косвенного дополнения в значении «*видел, мог судить, понял*»

**e.g.** *I could tell she had been crying.*

**Say:** *good morning, etc., something/nothing, so, a few words, good-bye, one's prayers.*

2. **Общий вопрос** вводится союзами **if, whether** (русское «*ли*»). **Порядок слов прямой.**

*e.g. Do you understand me?*

*She wondered (asked) if I understood her.*

*Is it cold?*

*He asks **if** it is cold.*

### **Remember!**

- *I wonder (if)...* - Интересно...Хотелось бы знать
- *I wondered (if)* – Мне было интересно...Я хотел знать

**3. Специальный вопрос (special question) вводится союзным словом, соответствующим вопросительному слову в прямом вопросе. Порядок слов прямой.**

*e.g. **Who** has come?*

*She wants to know **who** has come.*

***How often** do you meet here?*

*She wondered **how often** we met there.*

**4. Косвенные приказы, распоряжения, просьбы, предложения, идеи (reported commands, requests, offers, suggestions).**

**a. Commands:** tell/order + infinitive

*Raise your hands!*

*He ordered me to raise my hands.*

*Don't look down.*

*He told us not to look down.*

**b. Requests:** ask/beg + infinitive

*Give me a hand, please.*

*Jean asked Tom to give her a hand.*

*Please, please, don't report me to the police!*

*He begged Colin not to report him to the police.*

**c. Suggestions:** suggest + gerund or suggest + (that) smb (should) do smth

**Offers:** offer + infinitive

**Do not mix up!**

**Offer** – действие будет совершать тот, кто предлагает его совершить.

e. g. *Let me give you a lift.*

*He offered to give me a lift.*

*Let me pay for the taxi.*

*He offered to pay for the taxi.*

**Suggest** – 1. действие будет производиться другими людьми 2. подающий идею совершит его вместе с ними.

e. g. *Let Jerry give you a lift.*

*He suggested Jerry giving me a lift.*

*Or: He suggested (that) Jerry (should) give me a lift.*

*Let's go out!*

*He suggested (us/our) going out.*

*Or: He suggested (that) we (should) go out.*

### **5. Предложения вводятся следующими глаголами:**

Add, advise, allow, describe, explain, complain, inform, insist, **note, reply, remark, observe**, order, promise, protest, remind, recommend, refuse, warn, wonder, **offer, suggest**, etc.

**N.B.** вводные слова и восклицания (междометия) в косвенной речи не передаются.

*Please, wait here.*

*She asked me to wait there.*

*Oh, it tastes disgusting!*

*She exclaimed that it tasted disgusting.*

|                            |                                   |                                      |
|----------------------------|-----------------------------------|--------------------------------------|
| <b>Verb+ to-infinitive</b> | <i>Yes, I'll give you a lift.</i> | <i>She agreed to give me a lift.</i> |
|----------------------------|-----------------------------------|--------------------------------------|

|   |  |   |
|---|--|---|
| <i>agree</i>                                      |  |   |
| <i>offer</i>                                      | <i>Shall I carry the boxes?</i>            | <i>She offered to carry the boxes.</i>                        |
| <i>promise</i>                                    | <i>I'll help you.</i>                      | <i>She promised to help me.</i>                               |
| <i>refuse</i>                                     | <i>No. I won't buy you a car.</i>          | <i>She refused to buy me a car.</i>                           |
| <i>threaten</i>                                   | <i>Stop talking or I'll send you out.</i>  | <i>He threatened to send me out if I didn't stop talking.</i> |
| <b>Verb+ smb + to-infinitive</b><br><i>advise</i> | <i>You really should see a doctor.</i>     | <i>He advised me to see a doctor.</i>                         |
| <i>ask</i>  | <i>Could you do something for me?</i>      | <i>She asked me to do something for her.</i>                  |
| <i>beg</i>  | <i>Please, please call the police.</i>     | <i>She begged me to call the police.</i>                      |
| <i>command</i>                                    | <i>Drop your weapons!</i>                  | <i>He commanded them to drop their weapons.</i>               |
| <i>invite</i>                                     | <i>Will you come to my party?</i>          | <i>She invited me to her party.</i>                           |
| <i>order</i>                                      | <i>Get out of the house!</i>               | <i>She ordered me to get out of the house.</i>                |
| <i>remind</i>                                     | <i>Don't forget to write to Paul.</i>      | <i>She reminded me to write to Paul.</i>                      |
| <i>warn</i>                                       | <i>Don't go near the oven.</i>             | <i>She warned me not to go near the oven.</i>                 |
| <b>Verb+ (prep)+ gerund</b><br><i>admit</i>       | <i>Yes, I stole the plans.</i>             | <i>He admitted stealing the plans.</i>                        |
| <i>accuse</i>                                     | <i>You lied to me.</i>                     | <i>He accused me of lying to him.</i>                         |
| <i>apologize</i>                                  | <i>I'm sorry I shouted at you.</i>         | <i>He apologized for shouting at me.</i>                      |
| <i>boast</i>                                      | <i>I'm the cleverest of all, aren't I?</i> | <i>He boasted of/about being the cleverest of all.</i>        |
| <i>complain</i>                                   | <i>I have a headache.</i>                  | <i>She complained to me of having a headache.</i>             |

|                  |  |  |
|------------------|--|--|
| <i>deny</i>      | <i>I didn't take your bag.</i>         | <i>He denied taking the bag.</i>                   |
| <i>insist on</i> | <i>You must come round for dinner.</i> | <i>She insisted on my coming round for dinner.</i> |
| <i>suggest</i>   | <i>Let's visit Jane.</i>               | <i>She suggested visiting Jane.</i>                |

***N.B. Complain, deny, explain, exclaim, remark, promise, suggest, admit, advise, insist, remind can be followed by that-clause.***

### Sequence of Tenses

**Согласование времен времена преобразуются следующим образом :**

Present Simple переходит в Past Simple

Present Continuous переходит в Past Continuous

Present Perfect переходит в Past Perfect

Present Perfect Continuous переходит в Past Perfect Continuous

Past Simple переходит в

Past Continuous не изменяется

Past Perfect не изменяется

Past Perfect Continuous не изменяется

Future Simple переходит в Future Simple in the Past

Future Continuous переходит в Future Continuous in the Past

Future Perfect переходит в Future Perfect in the Past

Future Perfect Continuous переходит в Future Perfect Continuous in the Past

### **III. Правило согласования времен не соблюдается в следующих случаях:**

#### **1. Если речь идет о прописных истинах.**

e.g. *"The earth is round." The teacher said that the Earth is round.*

**But!** *"The Earth is flat." She said that the Earth was flat.*

**2. С модальными глаголами should, ought to, часто – must.**

e. g. You should go out more often.

She said I should go out more often.

You must read this book!

She was sure I must read that book.

**3. В придаточных времени Past Simple и Past Continuous, как правило, не подвергаются сдвигу времен.**

e. g. *I haven't met her since we broke up.*

*She said they hadn't met since they broke up.*

*I had a cup of coffee while he was seeing the manager.*

*She said she had had a cup of coffee while he was seeing the manager.*

**4. Past Continuous обычно не подвергается сдвигу времен.**

e.g. *When I came to the party everybody was dancing.*

*She told me that when she came to the party everybody was dancing.*

**5. Согласование времен не обязательно, если указывается конкретная дата.**

e.g. *He said he was born in 1978.*

**Indirect questions**

|                |                    |                                       |
|----------------|--------------------|---------------------------------------|
| <b>General</b> | Is she here?       | Do you know <b>if</b> she is here?    |
|                | Did she manage?    | I wonder <b>if</b> she managed.       |
| <b>Special</b> | Why is she crying? | Do you know <b>why</b> she is crying? |
|                | When did he come?  | I wonder <b>when</b> she came.        |

**N. B. Do you know-questions часто переводятся как «Ты не знаешь...?»**

**Do you think-questions**

|                |  |   |
|----------------|--|---|
| <b>General</b> | Is she here?<br>Does she know him?   | <b>Do you think</b> she is here?<br><b>Do you think</b> she knows him?  |
| <b>Special</b> | <b>Why</b> is she crying?<br><br><b>Who</b> knows it?<br><br><b>When</b> did he come?<br><br><b>How</b> did she do it? | <b>Why do you think</b> she is crying?<br><br><b>Who do you think</b> knows it?<br><br><b>When do you think</b> he came?<br><br><b>How do you think</b> she did it? |

**N. B.** Помните, что по-русски все эти вопросы начинаются с «Как ты думаешь...?»

### Passive Voice (Страдательный Залог)

#### 1. Видовременные Формы.

|                                   | <b>Active Voice</b>                       | <b>Passive Voice</b>                    |
|-----------------------------------|---|---|
| <b>Present Simple</b>             | He gives a lecture every day.             | A lecture is given every day.           |
| <b>Present Continuous</b>         | He's giving a lecture now.                | A lecture is being given now.           |
| <b>Present Perfect</b>            | He's given a lecture.                     | A lecture has been given.               |
| <b>Present Perfect Continuous</b> | He's been giving a lecture since morning. | A lecture has been given since morning. |
| <b>Past Simple</b>                | He gave a lecture yesterday.              | A lecture was given yesterday.          |
|                                   | He was giving a lecture at                | A lecture was being given at            |

|                                  |  |  |
|----------------------------------|--|--|
| <b>Past Continuous</b>           | three.   | three.   |
| <b>Past Perfect</b>              | He had given a lecture by five.                          | A lecture had been given by five.                    |
| <b>Past Perfect Continuous</b>   | When we came he had been giving a lecture for two hours. | When we came a lecture had been given for two hours. |
| <b>Future Simple</b>             | He'll probably give a lecture tomorrow.                  | A lecture will probably be given tomorrow.           |
| <b>Future Continuous</b>         | He will be giving a lecture at 5                         | A lecture will be given at 5.                        |
| <b>Future Perfect</b>            | He will have given a lecture by five.                    | A lecture will have been given by five.              |
| <b>Future Perfect Continuous</b> | He will have been giving a lecture for an hour by five.  | A lecture will have been given for an hour by five.  |
| <b>To be going to</b>            | He's going to give a lecture one of these days.          | A lecture is going to be given one of these days     |

**!!! N.B.** В пассивном залоге *отсутствуют все времена группы Perfect Continuous (Present, Past, Future) и Future Continuous.*

**2.** В пассивном залоге употребляются переходные глаголы, т.е. глаголы, за которыми следует прямое дополнение (something).

To **lie** but to **lay** *the table* (the table has been laid)

To **rise** but to **raise** *a question* (the question was raised yesterday)

3. В английском, как и русском языке, существует ряд глаголов, которые употребляются в *некоторых выражениях в активном залоге при пассивном значении* (сравните с русскими возвратными глаголами *вариться, жариться, продаваться*)
- to wash, wear, iron, crumple**, etc. *e.g. The fabric washes well and doesn't crumple.*
  - to cook, fry, boil, peel**, etc. *e.g. Your dinner is cooking. Do the oranges peel well?*
  - to read, sell**. *e.g. The book reads and sells well.*

### Open the brackets using Active or Passive Voice.

- When I came to this town three years ago, the bridge \_\_\_\_\_ (still/ build).
- He was sure his mistake \_\_\_\_\_ (never/discover).
- Close the door, the baby \_\_\_\_\_ (wash).
- She didn't follow the advice she \_\_\_\_\_ (give).
- When she entered the classroom, the last student \_\_\_\_\_ (still/ examine).
- Hopefully, everything \_\_\_\_\_ (arrange) by the end of the day.
- Luckily, the house \_\_\_\_\_ (restore) by the time he \_\_\_\_\_ (come) back from Africa.
- A lot of new houses \_\_\_\_\_ (build) in our town this year.
- The road \_\_\_\_\_ (widen) for the last few weeks.

10. There was somebody walking behind us. We \_\_\_\_\_ (follow).
11. After he \_\_\_\_\_ (promise) the job, he felt quite jubilant.
12. I didn't realize our conversation \_\_\_\_\_ (record), otherwise I wouldn't have been so bold.
13. When we got to the stadium, we \_\_\_\_\_ (find) that the game \_\_\_\_\_ (cancel).
14. I thought that the new hospital building \_\_\_\_\_ (complete) by the end of the next year.
15. Once the letter \_\_\_\_\_ (deliver), I'll let you know.
16. They went to the storeroom where some of the goods \_\_\_\_\_ (keep).
17. Nothing \_\_\_\_\_ (see) of Pauline since her car \_\_\_\_\_ (find) abandoned near Newberry.
18. For the past few days I \_\_\_\_\_ (work) in Jack's office as my own office \_\_\_\_\_ (redecorate) now.
19. No decision \_\_\_\_\_ (make) about the future appointment until all the suitable candidates \_\_\_\_\_ (interview).
20. Right now a student trip to the planetarium \_\_\_\_\_ (organize). If you want, you can sign for it.
21. Before she \_\_\_\_\_ (graduate) last month, she \_\_\_\_\_ (offer) a position with a law firm.
22. He couldn't quite remember what he \_\_\_\_\_ (tell) at the party.
23. When I came here last summer, the old bridge \_\_\_\_\_ (repair) for more than a year, and now the work \_\_\_\_\_ (still/ not finish).

24. My piano \_\_\_\_\_ (repair) at the moment.
25. \_\_\_\_\_ (my/parcel/post)?
26. I'm afraid all our copies \_\_\_\_\_ (sell). -  
\_\_\_\_\_ (others/order/yet)?
27. He escaped when he \_\_\_\_\_ (move) from one prison to another.
28. They say this street is a bottleneck but when it \_\_\_\_\_ (widen) residents will be kept awake by the roar of the traffic all night.
29. I \_\_\_\_\_ (waken) by a frightful crash at 4 a.m.
30. The keys \_\_\_\_\_ (return) to me yesterday. They \_\_\_\_\_ (pick up) in the street.
31. I had to travel by bus as my car \_\_\_\_\_ (fix).
32. Other people's schemes \_\_\_\_\_ (try/all the time).  
Why \_\_\_\_\_ (my schemes/never/try)?
33. A lot of people are waiting at the station. The trains \_\_\_\_\_ (hold up) by the fog.
34. I believe he \_\_\_\_\_ (see off) at the airport by all the ministers.
35. The bed \_\_\_\_\_ (not sleep in) for a fortnight.
36. After a million dollars \_\_\_\_\_ (spend) on the scheme, they decided it was impracticable and it \_\_\_\_\_ (give up).
37. When I returned, I found that my car \_\_\_\_\_ (tow) away. They told me it \_\_\_\_\_ (park) under a No Parking sign.

38. This college is already full. The students \_\_\_\_\_ (turn) away all the time.
39. Why \_\_\_\_\_ (the road/block)? – The old theatre \_\_\_\_\_ (pull) down.
40. Why \_\_\_\_\_ (the roof/ not mend) before it fell in?
41. I have to stay in. I've bought a harp and it \_\_\_\_\_ (deliver) this afternoon.
42. Far more money \_\_\_\_\_ (spend) on food now than ten years ago.
43. He promised that if the stolen gun \_\_\_\_\_ (return), nothing \_\_\_\_\_ (say) on the matter.
44. My dog \_\_\_\_\_ (steal) and he \_\_\_\_\_ (bring back) only after \$20 reward \_\_\_\_\_ (promise).
45. \_\_\_\_\_ (the day of the ceremony/fix/yet)?

## Тексты для знакомства с новой лексикой и подготовки тем-топиков на устный экзамен

### Secrets of a Happy Marriage

Most marriage therapists focus on **communication**. Communication is one of the most important ways to have a good marriage. A good marriage is one in which the couple can **communicate about** every issue, including children, work, household management, and annoying habits. This does not mean that the husband and wife always agree on every issue; but it does mean that each is willing to listen to the other, and to discuss their points of view. That's all well and good and may help you get through some conflicts in a less destructive way. Still, aren't they asking people to do Olympic-style gymnastics when they can hardly crawl?

Long-lasting, happy marriages have more than great communication. Let's admit something no one ever talks about - that irreconcilable differences are normal, that you just have to come to terms with them, not try to resolve the irresolvable. In happy marriages, couples don't do any of that!

Instead, you must be nice to your partner. Make small gestures, but make them often. The little things matter. What a happy marriage is based on is deep friendship, knowing each other well, having **mutual respect**, knowing when it makes sense to try to work out an issue, and when it is not solvable. Learn how to identify issues that must be resolved, that can be "fruitfully discussed." And learn to live with the rest. Just put up with it. All you do is waste your breath and get angry over the things that can't be changed. You're better off not trying to change them. Work around them. **Commit to staying together**, even though there is something you don't like.

A long-lasting, happy marriage is about knowing your partner, being supportive, and being nice. For every one negative thing you do, there must be five positive things that **balance it out**. Make sure to balance the negatives with positives. While it sounds easy - and while it can be easy - this **commitment to being nice** is no small matter. You have to do nice things often. But it's harder to be nice when the heat is on, when you're really angry, or when something has happened for the 15th time. Nevertheless, the balance must be heavily, heavily stacked in the positive, to have a happy marriage.

Also, couples must work out their special ways of repairing the relationship. It can be humour; it can be whatever helps diffuse the escalating heat. In happy marriages, couples naturally do this. They deflect the anger, and get back on an even keel\*.

- on an even keel – когда шторм уляжется

### **Russian cuisine: Healthy or Unhealthy**

There is no doubt that Russian cuisine is one of the most popular in the world. Some people find it healthy and nutritious, whereas others suppose that Russian food is harmful for people's health.

In my opinion, almost all Russian national meals are more than an ordinary pleasant taste. First of all, breakfast in Russia includes a wide range of fruits and porridges which help to refresh body and spirit for the whole busy day. Secondly, there are a number of vegetable soups which provide you with necessary vitamins and minerals necessary for a healthy body. What is more, many Russian dishes are hearty as they consist of meat. As people know, meat is an essential element for healthy life style partly because it has proteins and helps children to grow.

However, some people suppose that Russian food does more harm than good. They think that it consumes large quantities of sugar and meat which have a negative influence on cardio system and develop diseases.

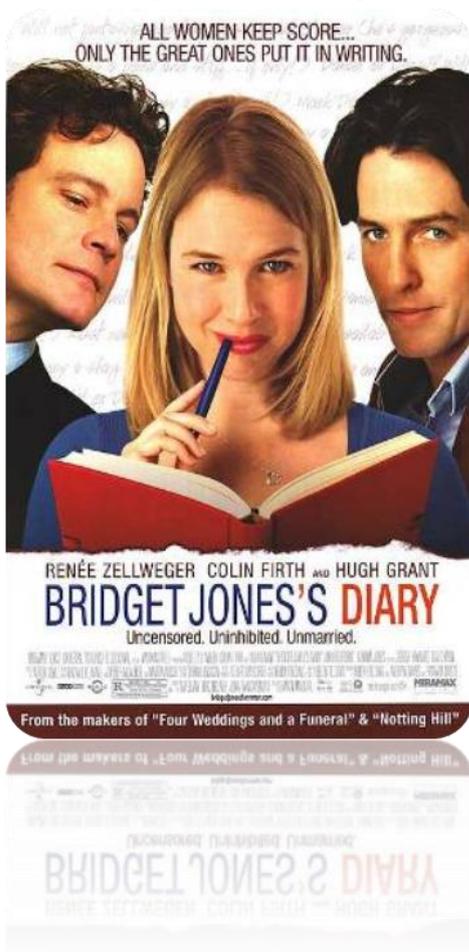
This may be partly true, but I am convinced that Russian food is much healthier than fast-food in Europe and America. In addition, people in Russia use to eat neatly prepared homemade meals which are made of high quality products.

In summary, I strongly believe that Russian meals are extremely beneficial. Not only do they cater for the tastes of foreigners, but they are also very healthy and nutritious.

### **A film review**

Writing a **film review** is a great way of expressing your opinion of a **movie**. The purpose of most reviews is to help the reader in determining whether they want to watch the movie. The review should give enough details about the movie so that the reader can make an informed decision, without giving away any essentials such as the **plot** or any surprises, **twists and turns**.

*Bridget Jones's Diary* is a **blockbuster** that **hit our cinemas** in 2001 and **grossed \$10.8 million** during its **opening weekend**. **Directed by Sharon Maguire** and **based on** the international bestseller by Helen Fielding, it is a **romantic comedy** about young(ish) Londoners looking for love.



Bridget Jones (Renee Zellwegger) is a single thirty-something with a meddling mother, a womanizing boss (Hugh Grant) and a close-knit circle of eccentric friends. Her love life is non-existent, while her consumption of alcohol and addiction to cigarettes is close to lethal. She starts a diary as an attempt to take charge of both her hectic life and the ever-fluctuating weight. **Events take an unexpected turn** when her mother tries to set her up with Mark Darcy (Colin Firth), a stiff-upper-lip barrister.

There were many reasons to imagine why *Bridget Jones's Diary* might have proved a disaster. How dare they **cast an American in the role of** modern Britain's icon of female angst? How many more so-called romantic comedies can the public stomach? Yet, **with Richard Curtis as a screenwriter** and a **quality cast**, the film still seems to **hold enormous international appeal**.

Yet, while most **filmgoers** have undoubtedly enjoyed the film, those who have read the novel and want to see its **adaptation** may feel disappointed. Whilst the book is a real jewel disguised as light reading, with honest, intelligent and humorous insights into the nature of a struggling modern woman, the film is **perfunctory** and is no more than a good laugh. Reading the book, almost every woman will **relate to Bridget** whereas not many will **identify with Renee Zelwegger's ridiculous character** who, more often than not, seems to be lacking in intelligence. Besides, the book's attraction lies mainly in the language, which makes the novel "unscreenable" - its originality is impossible to imitate in a film.

