

МИНИСТЕРСТВО ОБРАЗОВАНИЯ И НАУКИ РОССИЙСКОЙ ФЕДЕРАЦИИ  
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**Учебно-методические материалы**  
**по дисциплине**

**Практикум по культуре речевого общения**  
**(английский язык)**

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## Материалы для практических занятий

### 1. CAREER MOVES

1. **Vocabulary:** unique jobs, personal shopper, chocolate taster, a menu writer, toy tester, a criminal lawyer, a secret agent, as an artist, a public speaker, on a cruise ship, freelance writer, an astronaut, interviews with famous people, a landscaper, an intern, a counselor, lifeguard, a dog walk, housepainter, a tour guide, a part-time tutor, to work on a construction site, to sell popcorn, a baby-sitter, a hiking trail guide, a chef's assistant, a park ranger, an assistant in a museum, a telephone operator.

### 2. Grammar focus.

#### Gerund phrases

##### *Gerund phrases as subjects*

Working in the media could be fun.

Directing the news would be nerve-racking.

Designing interactive media seems challenging.

designing interactive media.

Working with computers sounds interesting.

with computers.

##### *Gerund phrases as objects*

I'd enjoy working in the media.

I'd dislike directing the news.

I wouldn't enjoy

I'm interested in working

##### *Comparisons*

A landscaper earns more than an intern.  
as a landscaper.

An intern doesn't earn as much

An intern has better hours than a landscaper.  
hours than an intern.

A landscaper has worse

A landscaper is better paid than an intern.  
landscaper.

An intern is not as well paid as a

Being an intern is more interesting than landscaping.

Landscaping is less  
interesting than being an intern.

Landscaping is harder than being an intern. Being an intern is not as hard as landscaping.

### **3. Discussion Unusual careers**

Describe three unusual careers you would like to have. Give your reasons .

### **4. Writing “What a job!”**

Choose one of the job you like. Make a list of the advantages and disadvantages  
Write two paragraphs about the job. In the first paragraph describe the advantages. In the second, describe the disadvantages.

**Useful expressions:** *In addition ... Further... On the other hand ... For example...*

### **5. Reading “Strategies for keeping your job”**

Talk about these questions.

1. Are the strategies given in the article useful for places where you’ve worked or places you’ve heard about? Would you follow these strategies?
2. Which of the strategies seem most important? Which seem least important?
3. What other strategies can you think of for keeping a job?

### **6. Listening “Talking about summer jobs”**

Where does each person work? Do they like their jobs? Why or why not?

## **2. CROSSING CULTURES**

1 **Vocabulary:** anxious, calm, comfortable, confident, sure of oneself, fascinated, nervous, suspicious, secure, uncertain, uncomfortable, worried, enthusiastic, embarrassed, depressed, curious, culture shock.

### **2. Reading. "Culture check"**

What kinds of behavior are acceptable in some cultures but not in others?

How many are the same? How many are different?

### **3. Grammar focus.**

*Noun phrases contain a relative clause.*

The language is one thing (that) I'd be worried about.

My dog is the thing (that) I'd miss the most.

My mom's cooking is something (that) I'd really miss.

**Or**

One thing (that) I'd be worried about is the language.

The thing (that) I'd miss the most is my dog.

Something (that) I'd really miss is my mom's cooking.

*Expectations*

*When you visit someone, you're supposed to bring a small gift*

*you aren't supposed to arrive early.*

*If you want to bring someone, you're expected to call first and ask.*

*it's the custom to check with the host.*

*it's not acceptable to arrive without calling first.*

### **4. Listening. "Unique customs."**

Listen to three people describing unique customs they observed while travelling.

Where was this person? What was the custom? How did this person feel about it?

### **5. Writing. "Before you go".**

When you visit my country, there are some important things you should know.

**6. Discussion** “*Different customs*”

What interesting customs do you know? Does your culture follow any of these customs? Why do you think people have these customs? What customs should a visitor to your country know about?

### **3. LEARNING TO LEARN**

1. **Vocabulary:** evening classes, ballroom dancing, to deal with difficult people, to overcome stage fright in everyday life, to start one's own business, to make smb fall in love with smb, change your voice or life, to see the world for free, success without stress, to become a good cook, conversationalist, to dance better, to ride a motorcycle, write a short short story, to use new software, to play a musical instrument, be a good public speaker .

#### **2. Grammar focus.**

##### **Would you rather and would prefer**

**“Would rather” is followed by the base form of the verb. “Would prefer” is followed by a gerund or an infinitive. Both are followed by not in the negative.**

Would you rather learn an Asian language or a European one? Actually, I'd rather take an art class than study a foreign language.

Do you want to take an evening course? I'd rather not./ I'd prefer not to.

Would you prefer to take a video or a photography class? I'd prefer to study video.

I'd prefer studying video to learning about photography.

##### **By + Gerund for manner**

You could improve your accent by listening to tapes.

I learn new words best by writing them on pieces of paper and sticking them on the wall.

A good way to become fluent is by living in a country where the language is spoken.

#### **3. Reading “Learning styles”.**

Have you ever had trouble learning something? Were you able to overcome the problem? How?

For which learning styles are traditional teaching methods most appropriate?

What learning style do you think each of these students has?

Which styles do think are the best for you?

#### **4. Listening**

Listen to three people talking about the part-time courses they took recently.

Complete the chart.

What course each person took                      what each person learned

Which of the courses would you prefer to take? Why?

#### **5. Writing**

Write about a skill, hobby, or craft you have learned in recent years.

What is required to be successful at it?

What are some ways people learn to do it?

How did you learn it?

What was difficult about learning it?

#### **6. Discussion. "Personal qualities"**

Artistic appreciation, communication skills, competitiveness, concern for others, cooperation, courtesy, creativity, perserverance, self-confidence, tolerance.

How do we learn each of these qualities? Then think of three other things we learn from our parents, from our school, and by ourselves.

What skills or knowledge can you gain from doing the activities listed below

- *Studying world religions,*
- *Volunteering in a hospital,*
- *Taking a course in poetry,*
- *Performing in a play.*

Which of the things on the list would you be interested in doing? Which wouldn't interest you? Why?

#### **4. SELF-IMPROVEMENT**

1. **Vocabulary:** unusual services, a hypnotherapist, a fortune-teller, a genealogist, a headhunter, a car detailer < a person shopper, an interior designer, .
2. **Grammar focus.**

##### **Have or get something done**

Use “have” or “get” to describe a service performed for you by someone else.

##### **Active**

Do you know where I can have someone tell my fortune?

You can have Madam Zara read your palm.

You can get someone to tell your fortune over the phone.

##### **Passive**

Do you know where I can have my fortune told?

You can have your palm read by Madam Zara.

You can get your fortune told over the phone.

##### **Suggestions**

###### ***With gerunds***

What about looking through the personal ads in the newspaper?

Have you thought about...?

###### ***With infinitives***

It might be a good idea to check out singles' night at the bookstore.

One thing you could do is (to) ....

###### ***With base form verbs***

Maybe you could go to a chat room on the Internet.

With negative questions

Why don't you join a dating service

### **3. Reading “How to improve your memory”**

Have you ever had a problem remembering names, phone numbers, or other facts?

According to the text, what are some of the reasons people have problems remembering things?

What are some things people can do to improve their memory?

### **4. Discussion. “best-selling self-improvement books”**

Are self-improvement books popular in your country?

Why do you think people read books like these?

Which of these books would like to read? Why?

### **5. Writing “Advice column”**

Give suggestion for some problems.

### **6. Listening**

Listen to three different suggestions for each of the problems in the chart

Write down the suggestion you think is best.

*Problem*

*Best suggestion*

How to overcome shyness

How to stop biting your fingernails

How to get in shape for summer

## 5. PRESENTATION

**1. Vocabulary:** presentation technique and preparation, the audience, image, impact, making an impression, structure, the content, to present information, planning, getting started, tantamount to fraud, inept, allotted, rubble, a group of management trainees, the key considerations.

### **2. Grammar focus**

Requests with modals and if clauses; indirect requests.

Less formal requests are more direct than more formal requests. The past tense is used in an if clause when “would” is used in the main clause. “Would you mind “ can be followed by an if clause or gerund.

**Less formal** *Can I borrowed your pencil?*

*Could you please lend me a suit?*

*Is it OK if I use your phone?*

*Do you mind if I use your CD player?*

*Would it be OK if I used your fax machine?*

*Would you mind if I borrowed your video camera?*

*Would you mind letting me borrow your laptop?*

*I wonder if I could borrow \$100?*

**More formal** I was wondering if you'd mind lending me your car?

Indirect requests

**Statements** *Could you tell (that) Tony is having a party?*

**Imperatives** *Would you ask Sophia to call me at five?*

*Can you tell Jeff not to be late?*

**Yes/No questions** *Can you ask Sophia if she's free on Friday?*

*Could you ask her whether she has my number?*

*Wh-questions*

*Can you ask Jeff when the party starts?*

*Could you ask Sophia when I should pick her up?*

*Would you ask Tony what we should bring?*

**3. Reading** *“When incompetence is tantamount to fraud”*

Identify seven examples of bad technique and five characteristics of good technique

**4. Writing** Write about holding the audience’s attention

Enumerate five things that hold the audience’s attention

**5. Discussion** What are the key considerations involved in preparing a presentation?

Comment on any of the points mentioned in the discussion you have heard.

Which do you think are the most important? Do you feel it is necessary to write out a presentation?

**6. Listening.** *An introduction to a presentation.*

Is it a good introduction?

Why? Why not?

Label the structure of the talk?

## **6. NEGOTIATIONS**

**1. Vocabulary:** types of negotiation, preparation for negotiation, types of negotiator, dealing with conflict, bargaining and making concessions, accepting and confirming; summarizing and looking ahead.

### **2. Grammar focus**

Recommendations with passive modals: **ought to be, should be, has got to be, must be, tag questions.**

*When you think smth is good idea*

People **ought to be required** to end parties at midnight.

They **shouldn't be allowed** to disturb people like that.

They **should be required** to invite their neighbors.

*When you think smth is absolutely necessary*

Something **has got to be done** to be done to stop late –night parties.

A rule **has to be made** to stop these disturbances.

Laws **must be passed** to control the noise.

People **mustn't be permitted** to have all-night parties.

### **3. Discussion** “*How to deal with conflict*”

Read the text. How many ways are suggested to reduce conflict in a negotiation?

### **4. Writing** Write about getting what you want

Prove that a key principle in negotiating is to give a little and get a little at the same time. Use the following expressions:

bargaining and making concessions; accepting and confirming; summarizing and looking ahead.

### **5. Reading** “*What type of negotiator are you?*”

*Try to remember the three different types of negotiation. We may also speak about three types of negotiator: the fighter, the creative negotiator and the one who looks for independent advantage. Which do like best? Why or why not?*

*Find out which one you are.*

**6. Listening.** Listening to descriptions of challenges and rewards.

Give the list of challenges and rewards described

What other challenges and rewards do you know?

## Вопросы для зачета

- 1) Which job do you rank number one? Why?
- 2) What are three jobs in your culture that might seem unusual to a person from another culture
- 3) Describe three unusual careers you would like to have.
- 4) Make a list of the advantages and disadvantages of the job you've chosen.
- 5) In some countries? Unemployment because of worker cutbacks is a big problem. Is this a problem in your country?
- 6) What are three things you miss (or would miss the most if you moved to another country)?
- 7) Think of three things that make life easy and three things that make life difficult for a person living in a foreign country. Give your reasons.
- 8) What is the most difficult thing about learning a foreign language?
- 9) What customs should a visitor to your country know about?
- 10) What other interesting customs do you know?
- 11) What kinds of behavior are acceptable in some cultures but not in others?
- 12) What popular evening classes would you be interested in taking? Why?
- 13) Describe your learning preferences.
- 14) What techniques do you use while learning new words in a foreign language?
- 15) Write about a skill, hobby, or craft you have learned in recent years?
- 16) Have you ever had trouble learning something? Were you able to overcome the problem? How?
- 17) What are the five most useful things you can do to improve your English?
- 18) Are self-improvement books popular in your country?
- 19) Why do you think people read self-improvement books?
- 20) Would like to read self-improvement books? Why?
- 21) Have you ever been embarrassed because you forgot something important?
- 22) What kinds of things do you have the most trouble remembering?
- 23) What tips can you think of for improving memory?
- 24) What are the characteristics of a good presentation?
- 25) Enumerate examples of bad presentation technique and good presentation technique? Give you reasons.
- 26) List of what should be included in structure. Mark them according to how necessary they are.
- 27) What is speaker's competence?
- 28) What is the typical structure of a negotiation? What considerations are important in preparing to negotiate?
- 29) What are welcoming remarks and some general comments for a successful meeting and an agreement which leads to a lasting partnership?
- 30) Assuming you will not get everything you want? What is your best realistic alternative?