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Дистанционное образование

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Фамилия, имя, отчество _____

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**ПРАКТИЧЕСКИЙ КУРС
ОСНОВНОГО ИНОСТРАННОГО ЯЗЫКА
АНГЛИЙСКИЙ ЯЗЫК
ПРАКТИКА РЕЧИ**

ЮНИТА 1

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ПРАКТИЧЕСКИЙ КУРС ОСНОВНОГО ИНОСТРАННОГО ЯЗЫКА АНГЛИЙСКИЙ ЯЗЫК ПРАКТИКА РЕЧИ

Юниты 1–9: Разговорные темы.

ЮНИТА 1

Содержит тексты и диалоги по темам “Путешествие” и “На границе”. Сопровождается комплексом упражнений и творческих заданий.

Для студентов факультета лингвистики СГУ

Юнита соответствует профессиональной образовательной программе №3

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* Глоссарий расположен в середине учебного пособия и предназначен для самостоятельного заучивания новых понятий.

ТЕМАТИЧЕСКИЙ ПЛАН

Данная юнита содержит следующие разговорные темы:

Урок 1

Таможня; прохождение таможенного контроля; паспортный контроль; путешествие за границу на самолете и прохождение необходимых процедур.

Урок 2

Путешествие на самолете; аэропорт.

Повторение темы «Таможня».

Урок 3

Гостиница; заказ номера в гостинице; оформление приезда.

Урок 4

Гостиница; гостиничное обслуживание; оплата счетов.

Урок 5

Повторение пройденного материала по предыдущим урокам юниты.

Так же в каждом уроке содержатся упражнения, позволяющие отработать и закрепить новые слова и выражения по каждой конкретной теме.

ЛИТЕРАТУРА

Базовый учебник

1. Swan M., Walter C. The New Cambridge English Course. Cambridge University Press, 1998.

или

2. Abbs B., Freebairn I. Blueprint. Longman, 1996.

Дополнительная литература:

3. Porter - Ladousse G. Language Issues. Longman, 1997.

4. Longman Language Activator. Longman, 1996.

5. English Vocabulary in Use. Upper-intermediate and Advanced. Cambridge University Press, 1998.

6. Alexander L.G. Right Word Wrong Word. Longman, 1997.

Примечание. Знаком (*) отмечены работы, на основе которых составлен научный обзор.

ПЕРЕЧЕНЬ УМЕНИЙ

№ п/п	Умение	Алгоритм
1.	Составление summary	<ol style="list-style-type: none"> 1. Прочитайте текст. 2. Выделите основные понятия и идеи текста. 3. Составьте предложения, обобщающие смысл текста, употребляя слова-связки. 4. Прочтите summary, внесите необходимую орфографическую, грамматическую и стилистическую правку.
2.	Составление собственного диалога	<ol style="list-style-type: none"> 1. Прочтите данный в юните диалог. 2. Определите сюжет и участников Вашего диалога. 3. Составьте реплики персонажей, используя активный словарь урока и базовый диалог юниты. 4. Составьте диалог полностью, внесите необходимую редакторскую правку.
3.	Ситуация	<ol style="list-style-type: none"> 1. Опираясь на данное в юните задание, определите сюжет и участников ситуации. 2. Составьте выступление (диалог) от своего лица либо участника ситуации, используя активный словарь урока. 3. Разыграйте ситуацию со своими коллегами.
4.	Составление собственного рассказа по теме	<ol style="list-style-type: none"> 1. Определите сюжет и персонажей Вашего рассказа. 2. Составьте план рассказа. 3. Используя активный словарь урока либо тексты юниты, составьте предложения (реплики). 4. Прочтите черновик, сведите фразы в единое целое, внесите редакторскую правку.
5.	Составление вопросов к тексту (фразам)	<ol style="list-style-type: none"> 1. Прочтите текст (фразу). 2. Определите части предложения, к которым Вы хотите задать вопрос. 3. Определите тип задаваемого вопроса (общий, специальный, разделительный). 4. Постройте вопросительное предложение, соблюдая соответствующий данному типу порядок слов.

CUSTOMS

 **TASK 1. Read and act out the conversations.**

At Customs

Customs officer (C.O.) : Good morning. Can I see your passport?

Man : Certainly. Here it is.

C.O. : Yes, that's all right. Have you got anything to declare?

Man : Yes, I have.

C.O. : What have you got?

Man : I've got some whisky and some cigarettes.

C.O. : How much whisky have you got?

Man : A litre.

C.O. : That's all right. And how many cigarettes, have you got?

Man : Two hundred.

C.O. : Fine. What about perfume? Have you got any perfume?

Man : Er... No, I haven't.

C.O. : Good. Open your case, please.

Man : Pardon?

C.O. : Open your case, please. Open it now! Oh, dear! Look at this! You've got three bottles of whisky, four hundred cigarettes and a lot of perfume!

Passport Control

C.O. - Customs officer

Sm. - Mr. Smith

P. - Passenger

T. - Terazinni

The officer is checking passports.

C.O.: Have your passports ready, please. Your passport, please.

Sm.: Here you are.

C.O.: Are you British?

Sm.: No, I am not. I'm American.

C.O.: Sorry... That's all right. Your passport, please.
P.: Here it is.
C.O.: Thank you. Passport, please.
T.: Yes,... Just a minute. It's in my bag. Ah, here it is.
C.O.: Thank you.

The customs officer is looking at the suitcases and opening some of them.

C.O.: Have you anything to declare?
P.: No, I haven't. There are only personal belongings in my suitcase. Shall I open it?
C.O.: No, thank you. It's all right. Is this your suitcase, sir?
Sm.: No, it isn't mine. That blue one is mine.
C.O.: Oh, I see. Are you on a private visit?
Sm.: No, I am not. I am a businessman. Shall I open my bag?
C.O.: No, you needn't. You may go through.

* * *

C.O.: Anything to declare, sir?
T.: No um ... nothing.
C.O.: I see, sir. Will you open your bag, please?
T.: Why?... O.K.
C.O.: What's this?
T.: What?
C.O.: A professional videocamera. Why haven't you declared it?
T.: But ... but that's impossible. It's not mine.
C.O.: ... And I suppose this pile of pornomagazines isn't yours either.
T.: Hm-m..., but they are very soft (porn).
C.O.: As far as I can see it's hard porn. Well, sir, you should know that when you smuggle things, you lose them. And you pay a fine as well.

ACTIVE VOCABULARY

1. customs officer - таможенник
2. to check passports - проверять паспорта
3. Have your passports ready, please. - Приготовьте ваши паспорта, пожалуйста.
4. Here you are.
Here it is. - (Вот) Пожалуйста!
5. Have you got anything to declare? - У вас есть что-либо заявить?
Have you got anything liable to duty? - У вас есть что-либо, подлежащее обложению таможенной пошлиной?

6. personal belongings - личные вещи.
7. a private visit - частная поездка
8. to go through the passport control - проходить паспортный контроль
9. a professional videocamera - профессиональная видеокамера
10. a pile of - пачка чего-либо
11. pornomagazines - порнографические журналы
12. soft porn - эротика
13. hard porn - порнография
14. to smuggle - заниматься контрабандой
15. to pay a fine - платить штраф

TASK 2. Answer the following questions.

1. Have you ever had to go through customs?
2. Did you have anything liable to duty?
3. Did the customs officer ask you to open your own suitcase?
4. Did you carry any spirits or tobacco for your own use?
5. How long did it take you to go through customs and other formalities?
6. Do you think you would be allowed to carry a toy pistol on the plane?
7. Do you always understand the announcements made at the airport?
8. Why are specially trained dogs used at airports? Have you ever seen such a dog?

TASK 3. Translate from Russian into English.

1. Проходить таможенный досмотр, паспортный контроль.

2. Таможенник просматривает паспорта.

3. Приготовьте ваши паспорта, пожалуйста.

4. Вы гражданин Великобритании?

5. Таможенник осматривает чемоданы и открывает некоторые из них.

6. Вы желаете что-либо заявить?

7. У меня в чемодане только личные вещи.

8. Это ваш чемодан, сэр?

9. Так понятно. Это частная поездка?

10. Почему вы не внесли это в декларацию?

11. Но ... но это невозможно! Это не мое!

12. Сэр, вы должны запомнить, если вы занимаетесь контрабандой, вы теряете все. И к тому же платите штраф.

■ TASK 4. Read the text paying attention to the key words. Make a short summary of it.

Travelling Abroad by Air

After having arrived at the airport, you are supposed to begin with going through customs, you'd better fill in the customs declaration before you talk to the customs officer. An experienced customs officer usually "smells" the smuggler, but he may ask any passenger routine questions, for example, "Have you got anything to declare?" or "Any spirits, tobacco, presents?" The usual answer would be "Yes, I've got some valuables, but I've put them all down in the declaration," or "I've got two cartons of cigarettes for my own use" or something of that kind.

Then you go to the check-in counter where your ticket is looked at, your things are weighed and labeled, a claim-check for each piece of luggage is inserted in the ticket and you are given a boarding pass, which has a seat number on it. Of course, if your luggage weighs more than 20 kgs, you have to pay extra.

The next formality is filling in the immigration form and going through passport control. The form has to be filled in block letters. You write your name, nationality, permanent address and the purpose of your trip. In most countries there is also a security check when your carry-on luggage is inspected. This is an antihijacking measure, and anything that might be dangerous or disturbing to other passengers must be handed to one of the crew and only returned to the owner after the plane has reached its destination.

After fulfilling all these formalities you go to the departure lounge where you can have a snack, read a paper, buy something in the duty-free shop and wait for the announcement to board the plane. Some of these formalities are repeated when you arrive at your destination. The customs declaration and the immigration form are often filled in on board the plane. At the airport you may be met by a specially trained dog which will make sure

that you are not carrying drugs, and the immigration officer might want to know on whose invitation you are coming and whether you have a return ticket. There is another inconvenience you have to be prepared for when travelling long distances by plane. It's jet-lag, the difference between the time you are accustomed to and the new time.

ACTIVE VOCABULARY

formality - формальность

to go through - проходить

to go through formalities - пройти формальности

customs - таможня

to go through customs - пройти таможенный досмотр

a customs duty - таможенная пошлина

a customs declaration - таможенная декларация

to smell - нюхать, чувствовать

smuggler - контрабандист

to smuggle smth. in - провести контрабандой что-либо
(into the country, out of the country)

to declare - заявить, объявить

Have you anything to declare? - У вас есть что-либо для
предъявления таможне?

spirits - спиртное

syn. alcohol - алкоголь

tobacco - табак, табачные изделия

valuable - ценный

a check-in counter - стойка регистрации

to weigh - весить, взвешивать

weight (n) - вес

label - бирка, ярлык

insert - вложить, вклеить

board - борт

to board a ship (plane) - сесть на пароход (самолет)

Your plane is boarding - На ваш самолет идет посадка.

boarding pass - посадочный талон

to pay extra - доплатить

an immigration form - иммиграционный бланк

block letters - печатные буквы

passport control - паспортный контроль

nationality - гражданство (подданство)

permanent - постоянный

a security check - проверка безопасности

hijack - угонять самолеты

measure - мера
disturb - беспокоить
crew - экипаж
destination - место назначения
departure lounge - зал ожидания
duty (customs duty, to pay duty on smth.) - пошлина (таможенное обложение, заплатить пошлину за что-либо)
duty free = not liable to duty - не подлежащий таможенному обложению
to make an announcement - сделать объявление
drug - наркотик (лекарство)
drugstore (Am.) - аптека
drug traffic - торговля наркотиками
inconvenience - неудобство
jet-lag - разница во времени при перелете в разные часовые пояса.

TASK 5. Translate from Russian into English.

1. Заполните таможенную декларацию.

2. У вас имеется что-либо для предъявления на таможне?

3. стойка регистрации;

4. для личного пользования;

5. вам выдают посадочный талон;

6. талон для получения багажа вкладывается в билет;

7. бланк надо заполнять печатными буквами;

8. постоянный адрес;

9. цель поездки;

10. проверка безопасности;

11. противоугонные меры;

12. ждать объявления посадки на самолет;

13. вы не везете наркотики;

14. разница между привычным вам временем и новым;

15. когда вы прибудете до места назначения;

16. прохождение таможни;

17. уплатить пошлину за что-либо;

18. не подлежащий таможенному обложению

19. зал ожидания;

20. провести что-либо контрабандой.

TASK 6. Answer the questions.

1. Have you ever travelled long distances by plane?
2. Where did you go?
3. Did you enjoy your trip?
4. Was it a business trip or a pleasure trip?
5. Did you have anything liable to duty?
6. Have you ever had to go through customs?
7. Did you carry any spirits or tobacco for own use?
8. What are you supposed to write in the immigration form?
9. Why does it have to be filled in in block letters?
10. Do you think a security check is a necessary measure? Why?
11. What can passengers do in the departure lounge?
12. Where are the forms filled in before arrival?
13. Which do you prefer - to travel by air or by land?
14. Do you like travelling or would you rather not experience all the inconveniences of a long journey?
15. Have you ever experienced jet-lag?
16. How long did it take you to get used to the new time?

TASK 7. Read and act out the conversations.

I.

A. Excuse me, could you tell me the way to the British Airways counter?

B. Certainly. Can you see the escalator over there?

A. The escalator? Yes.

B. Well, go up the escalator and you will see the counter you're looking for. You can't miss it.

A. Thanks a lot.

B. You are welcome.

II.

Passenger. I wonder why they aren't making any announcements about flight 25 to Moscow.

Clerk. Just a moment, ma'am. I'm sorry there will be a 45-minute delay, so your flight will be boarding in about an hour.

P. Oh, I can't find my claim-checks!

C. They are inserted in your tickets, ma'am.

P. Oh, thank you ever so!

C. You're welcome. Have a nice flight!

III.

Clerk. Will you put your bags on the scales?

Passenger. Shall I have my carry-on things weighed, too?

C. Yes, sir. I'm afraid you'll have to pay extra.

P. How much?

C. Fifty dollars, please.

P. Here you are.

C. Thank you. Where would you like to sit?

P. I'd rather have a window seat.

C. Smoking or nonsmoking?

P. Nonsmoking, please.

C. O.K. Here's your ticket. And hurry up. Your flight's now boarding at gate 7.

IV.

Going through the Security Check.

Officer. Will you put your carry-on luggage on to the belt, sir?

Passenger. O'kay.

O. Now go through here. Are you wearing any metal, sir?

P. Metal? Yes, this watch.

O. Please take it off and step through here again. Now it's O.K. Thank you. Here's your watch. Have a good flight.

P. Thanks.

ACTIVE VOCABULARY

scales - весы

gate - выход, ворота

belt - лента конвейера

TASK 8. Imagine the following situations:

1. You are going through security check. You don't want to put your camera on to the belt, because you are afraid the film might be damaged. Ask the officer if he could check your camera by hand.


2. You are at London Airport. Ask someone how to get to the counter you want (you're flying by British Airways plane). Thank the person who has shown you the way.

3. You are meeting a friend at an airport in Canada. The plane hasn't arrived on time. Ask the clerk at the inquiry office why there is a delay and how long it is going to be. Thank him for the information he gives you.

LESSON 2

УРОК 2

TRAVELLING BY AIR

 **TASK 1. Read the text paying attention to the key words. Make a short summary of it.**

The Howards are Going to New York

...The day of their departure came. Mrs. Howard, Mr. Howard and Bill went to the Air Terminal. At the Terminal they had their luggage registered, there it was weighed and labelled. Mrs. Howard said she was surprised their luggage wasn't overweight. It seemed to her they had packed a lot of unnecessary things.

Then they got on a bus and went to the Airport. Soon after they arrived at the Airport, their flight was called: "Your attention, please. BOAC announces the departure of flight 573 to New York. Flight 573 now boarding at gate 9. All aboard, please."

When they were going towards the gate, Bill heard another announcement being made. The arrival of a plane from New York was being announced. Bill said it was lucky as the two planes might have collided in the air and might have crashed which made his parents smile.

Together with the other travellers they passed through the gate and went to the plane which was ready to take on the passengers. They got on the plane and got their seats. Only then did Bill realise that he was really going to America.

The stewardess announced the name of the pilot and gave the passengers all the information about the speed and the altitude at which they would be flying. Then she asked the passengers to fasten their seat-belts and the plane took off. Nobody spoke or thought of an air crash. The passengers felt safe and comfortable and had a wonderful feeling of security.

Several hours later they reached their destination. The plane landed but before getting off the plane they filled in a declaration form. In the declaration form travellers are to indicate the kind of valuables and the amount of currency they are bringing into the country.

The travellers got off the plane and their passports and visas were checked (that is they went through the passport control). When the luggage had been delivered, they went to the customs area. Bill heard the customs officer ask the question that Bill had already heard in London: "Have you got anything to declare?" His father said again that everything they had was for their own use. He said they did not carry anything for sale, no fruit, perfume, liquor, gold, or anything that was not allowed free, that is anything that was liable to duty. The customs officer did not doubt that their luggage had been inspected and they were allowed out to the public area. In the waiting hall they were welcomed by Mr. Anderson, Mr. Howard's American friend, who came to the airport to meet his English friend and his family. Mr. Anderson had reserved rooms at a hotel for the travellers. They took a taxi and went to the hotel.

ACTIVE VOCABULARY

- to go through customs - проходить таможенный досмотр;
- have one's luggage registered - сдавать вещи в багаж;
- to weigh smth. - взвешивать что-либо; весить;
- overweight - лишний вес, перевес;
- to get on a bus - садиться в автобус;
- to collide (with smth.) - сталкиваться с чем-либо, налетать на что-либо;
- crash - разбиваться, падать с грохотом, терпеть аварию;
- Only then did he realise it. - Только тогда он осознал это.
- stewardess - стюардесса, бортпроводница;
- altitude - высота (местонахождения)
- to fasten smth. - пристегивать, прикреплять, привязывать;
- to take off - взлетать, подниматься в воздух (о самолете);
- air crash - авиационная катастрофа;

safe - безопасный;

to reach one's destination - добираться до места назначения;

to land - совершать посадку (о самолете);

to get off a bus (a plain, a train) - выходить из автобуса;

declaration form - декларация (бланк, заполняемый на таможне);

amount - количество, общая сумма;

currency - деньги, валюта;

hard currency - свободно конвертируемая валюта;

visa - виза;

to check smth. - проверять что-либо;

customs officer - таможенный чиновник;

to go through the passport control - проходить паспортный контроль;

Have you got anything to declare? - У вас есть что-либо, подлежащее обложению таможенной пошлиной?

liquor - спиртной напиток

gold - золото

free - бесплатный, не подлежащий обложению таможенной пошлиной;

liable to duty - подлежащий обложению таможенной пошлиной;

to take a taxi - брать такси;

to get into a car (a cab, a taxi) - садиться в машину (такси)

to get out of a car (a cab, a taxi) - выходить из машины (такси)

TASK 2. Give full answers:

1. Where did the Howards have their luggage registered?
2. What did the Howards do after their flight had been called?
3. How did Bill comment on the announcement that a plane from New York had just landed?
4. What did the stewardess tell the passengers to do?
5. What did the stewardess announce?
6. How long did it take them to reach their destination?
7. How long would it have taken them if they had travelled by sea?
8. When were the passengers allowed to get off the plane?
9. What formalities did the travellers have to go through?

TASK 3. Ask and answer working in pairs:

1. Have you travelled a lot?
2. When did you travel by plane last? Where did you fly to?
3. Do you get air-sick on board a plane?
4. What can be recommended as a preventive against air-sickness?
5. Where do the passengers feel more safe, in the front or at the back of the plane?

6. How much time before the plane takes off do you come to the airport?
7. Why do you come to the airport well in advance? What do you have to do?
8. What do you do when your flight is called?
9. What does the stewardess announce when the passengers have got on the plane and taken their seats?
10. How long does it take to get from Moscow to London?
12. How do you feel after a flight when you are getting off the plane?
13. What questions are to be answered when one fills in a declaration form? When is the declaration form to be filled in?
14. What is not allowed free when one goes through customs?
15. Jerome K. Jerome said in his book "Three Men in a Boat" that travellers when getting ready for a journey should take along only such things as they can't do without. Do you agree with this? Why is it more convenient to travel light?

TASK 4. Complete the phrases choosing the appropriate word combination or sentence. Substantiate your choice.

1. When you travel by plane, you've got to ... (pay your luggage, come to the airport at least five minutes before the plane is to take off, always travel light, fill in a declaration form).
2. If you get air-sick, you'd better ... (go by sea, go by bus, go by train).
3. When arriving in a foreign country, one is never obliged to ... (go through customs, have one's luggage registered, have one's visa checked, fill in a declaration form).
4. The customs officer usually says ... ("How did you enjoy the trip?", "Welcome to ...", "Have you got anything to declare?")
5. In the USA ... (books, clothes, jam, pencils, liquor) are liable to duty.
6. At the check-in counter you ... (have your visas checked, declare everything that is liable to duty, have your things weighed and labeled, fill in a declaration form).
7. When the passengers get on the plane and take their seats, the stewardess ... (serves lunch, asks them to fasten their seat-belts, gives the passengers all kinds of information, checks their tickets).
8. At the airport you go first of all ... (through customs, through passport control, to the check-in counter).

TASK 5. Translate into English:

1. Когда Говарды прибыли в аэропорт, им не пришлось ждать долго. Объявили их рейс, они сели в самолет и заняли свои места. Через

восемь часов их самолет приземлился в Нью-Йорке. Говарды прошли таможенный досмотр и отправились в отель.

II. - деньги, валюта;

- свободно конвертируемая валюта;

- виза;

- сдавать вещи в багаж;

- объявлять рейс;

- сталкиваться (с чем-либо), налетать на что-либо;

- терпеть аварию, падать с грохотом, разбиваться;

- добираться до места назначения;

- стюардесса, бортпроводница;

- взлетать, подниматься в воздух (о самолете);

- совершать посадку;

- декларация (бланк, заполняемый на таможне);

- подлежащий обложению таможенной пошлиной;

- проходить паспортный контроль;

- садиться в автобус;

- высота;

- авиационная катастрофа;

- бесплатный, не подлежащий обложению таможенной пошлиной.

TASK 6. Translate from Russian into English.

1. Где можно взять бланк декларации?

2. Где расписаться?

3. Вот моя декларация.

4. Вот мои вещи.

5. Это весь мой багаж.

6. У меня нет вещей, которые подлежат обложению пошлиной.

7. По какому коридору мне можно пройти - красному или зеленому?

8. Нужно открыть чемодан?

9. В моем багаже все вещи только для личного пользования.

10. Это мои личные вещи.

11. У меня есть несколько недорогих подарков для друзей.

12. У меня в багаже две бутылки водки. У меня есть маленький флакон духов.

13. Эти вещи были куплены в аэропорту в магазине беспошлинной торговли.

14. Должен ли я указать эту сумму в декларации?

15. У меня нет с собой денег США. Где я могу обменять деньги?

16. Какую пошлину я должен уплатить?

TASK 7. Translate from English into Russian.

1. Where can I get a declaration form?

2. Where must I sign?

3. Here is my declaration.

4. Here are my things.

5. This is all my luggage.

6. I haven't anything liable to duty.

7. Should I get on the red or green line?

8. Should I open my bag?

9. I have only my personal belongings.

10. These are for my personal use.

11. I have some small presents for my friends.

12. I've got 2 bottles of vodka with me.

I've got a small bottle of perfume.

13. I bought these things at a duty-free shop at the airport.

14. Must I show that amount on the declaration?

15. I have no American money. Where can I change money?

16. How much do I have to pay in duty?

TASK 8. Translate the following phrases without a dictionary.

1. What is your weight?

2. What caused the collision?


3. Perfume and liquor are dutiable.

4. Another carload of men arrived at the police station.
5. I am afraid something is wrong with the scales (weighing machine).
6. The handkerchief was heavily perfumed.
7. When all the passengers boarded the plane, it took off.
8. Keep off the grass (a park notice).
9. The car crashed into the wall.
10. Be careful, the pistol is loaded.
11. Social customs vary in different countries.
12. The village is within easy reach of London.

LESSON 3

УРОК 3

HOTEL

 **TASK 1. Read the text paying attention to the key words. Make a short summary of the text.**

HOTEL. BOOKING ACCOMMODATIONS AND CHECKING IN

In New York there are a lot of good hotels. Still, if you don't want to get disappointed, it is advisable to book accommodations beforehand by telephone, fax or cable, particularly if you are visiting the city in summer. In that case you won't have to leave the hotel because there is no room which is always an unpleasant experience especially if you arrive late at night.

New York hotels are just the same as hotels in all large cities. Rooms in most of them are with all the modern conveniences: air conditioning, a private bathroom, a telephone, a TV set, a video player and others. The service is usually quite satisfactory. You can take a single room, a double room or a suite, charges vary accordingly.

If you cannot stand the noise of the street, don't take an outside room, ask for an inside one.

Suppose you booked accommodations in a New York hotel. Your taxi drives up to the entrance of the hotel, you pay the driver and get out of the cab. The porter helps you with the luggage and you enter the lobby of the hotel. You go to the reception desk and speak to the receptionist, that is the clerk, who is in charge of rooms and who registers the newcomers. You say that you booked accommodations by telephone three days ago and give him your name. The clerk consults the register, makes sure that you did telephone and enters your name, nationality and permanent address in the register. Then you will be asked to sign your name. You may have to fill in a form. If your handwriting is not good you should print. And don't forget to put your signature at the bottom of the form.

When you are through with the formalities, you will get the key to your room and a pageboy (called "bellboy" in America) will help you with your luggage and take you up to your room in a lift.

ACTIVE VOCABULARY

It is advisable to do it beforehand - целесообразно (желательно) сделать это заблаговременно;

to book smth. - заносить в книгу; заказывать заранее (номер в гостинице, билет на поезд и т.д.);

accommodation - пристанище; место, где можно остановиться на ночь; помещение, жилье, номер в гостинице;

particularly - особенно, в особенности;

to check in - оформить приезд, поселиться в гостинице;

private - личный, персональный, не для посторонних;

bathroom - ванная комната;

service - обслуживание, сервис;

to take a single room - снять номер на одного;

(a double room, a suite) - (на двоих, номер-люкс);

charge - цена, плата;

to charge smb. a hundred pounds for smth. - брать с кого-либо 100 фунтов за что-либо;

an outside (inside) room - номер с окнами на улицу (во двор);

suppose - предположим, что...

porter - служитель, переносящий багаж (в гостинице), носильщик (на вокзале);

lobby - вестибюль;

reception desk - стол регистрации приезжающих;

receptionist, desk clerk - дежурный администратор, регистрирующий приезжающих и отвечающий за номера и ключи.

to be in charge of smth. - заведовать чем-либо, иметь что-либо в своем подчинении.

to register smb. - регистрировать, оформлять кого-либо;
register - журнал регистрации, книга записей;
to enter smth. in a register - занести что-либо в журнал, сделать запись в журнале;
nationality - национальность; подданство, гражданство.
permanent - постоянный;
handwriting - почерк;
to print (smth) - печатать что-либо; писать печатными буквами.
to be through with the formalities - покончить с формальностями;
pageboy - посыльный (в отеле);
to say nothing of smth. - не говоря уже о ком-либо, чем-либо;
petrol - бензин;
petrol station - автозаправочная станция.
service station - станция техобслуживания;
facilities - оборудование, приспособления, средства; все необходимое.

TASK 2. Complete the sentences with the appropriate words. Substantiate your choice.

1. If you don't want to get disappointed you should book accommodations ... (as soon as you arrive, well in advance, an hour before your arrival, on the day of your arrival).

2. If you are travelling alone, you take ... (a double room, a suit, a single room).

3. When checking in you'll be asked ... (to tip the clerk, to pay the bill, to fill in a form).

4. If your handwriting is not too good, you should ... (ask smb. else to fill in the form, print it yourself, make the receptionist fill it in).

5. When you are through the formalities, you ... (ask the clerk to get your bill ready, ring for the maid, get the key to your room).

6. The clerk will ... (enter your name into the register, see to your luggage, take you up in the lift, show you to your room).

7. When your taxi stops at the entrance to the hotel ... (the manager, the porter, the waiter) helps you with the luggage.

8. The receptionist asks you ... (to show him your personal belongings, to pay the bill daily, be careful not to omit anything concerning your profession, to fill in a form, to sign an agreement).

TASK 3. Complete the questions and answer them.

1. Is it advisable to book accommodations on the day of one's arrival or...?

2. Is it more convenient to book a room by telephone or...?

3. Do people travelling alone usually book a double room or...?

4. Do guests fill in forms when they are checking in or...?

TASK 4. Make up your own sentences using the following word combinations.

1. book accommodation

2. enter smth. in the register

3. help smb. with smth.

4. modern conveniences

5. single room

6. suite

7. outside room

8. reception desk

9. in charge of

10. fill in a form

11. be through with smth.

12. consult the register

TASK 5. Complete the following sentences.

1. If you want to have a room for sure, you book accomodations...

2. If you are travelling alone, you take...

3. After you have engaged a room, you will be asked...

4. If your handwriting is not too good, you should...

5. At the reception desk of a hotel the newcomers...

6. When you are through with the formalities you...

7. The bellboy will...

TASK 6. Answer the following questions.

1. How can one book a room at a hotel?
2. Why is it advisable to book accommodations well in advance?
3. What kinds of accommodations can one get in New York hotels?
4. Who helps the guests with their luggage?
5. Who is in charge of rooms?
6. What information about the guests is usually entered in the register?
7. What are the maid's duties?
8. Do you prefer outside or inside rooms? Why?

TASK 7. Translate from English into Russian.

1. I booked a seat on a flight to Paris.

2. They charged me five dollars for repairing the shoes.

3. How much do they charge for a double room at this hotel?

4. She was charged twenty pounds a night for accommodations.

5. He charged me ten dollars for the job.

6. Mr. Bright has been in charge of the office for three years.

7. She is in charge of the department.

8. Help me to take my luggage up.

9. There is no lift, you'll have to walk up.

10. The prices in Great Britain have gone up again.

TASK 8. Translate from Russian into English.

1. Желательно заказать билеты заранее.

2. Заказать номер можно по телефону или факсом.

3. Скажите носильщику, чтобы он отнес вещи наверх.

4. Лифта в доме не было и нам пришлось идти наверх пешком.

5. Он сказал, что не хочет останавливаться в этом отеле.

6. Где ваш номер? - На 11-м этаже.

7. Дежурный администратор посмотрел в книгу записей.

8. Вам необходимо проконсультироваться у врача.

9. Администратор вносит в журнал регистрации имя и постоянный адрес вновь прибывшего.

10. Вновь прибывший вошел в вестибюль.

TASK 9. Read and act out the conversations.

Making Hotel Reservations by Telephone.

A.

Clerk: Central Hotel. Good Morning. May I help you?

Lavrov: Good morning. I'd like to reserve a single room with a bath beginning next Tuesday.

C. Name, please?

L. Victor Lavrov.

C. How long will you be staying, Mr. Lavrov?

L. I'll be staying for ten days. And one more thing. I'd like it to be a quiet room, not overlooking the street.

C. Just a moment... Unfortunately, we haven't got any such accommodations available at the moment, but the hotel's situated in a very quiet part. I'm sure you'll enjoy your stay here whichever room you book.

L. Oh, thanks, I'll leave it to you, then.

C. Very good, sir. We'll be looking forward to seeing you next Tuesday.

B.

Mr. Smith. Good morning. I'd like a single room with a bath and telephone for a week or so.

Reception Clerk. Very well, sir. Have you made a reservation?

Mr. Sm. Yes, I have.

R.C. That's all right, Mr. Smith. We've kept number 25 for you.

Mr. Sm. Is it at the front of the hotel?

R.C. No, it isn't. It's at the back. The room is completely quiet.

Mr. Sm. Gee. That's what I need.

R.C. Would you like to register, please? Here is a registration card.

5 minutes later

R.C. Have you filled out your arrival card, Mr. Smith?

Mr. Sm. Oh, yes. Here you are.

R.C. May I have your passport, please? Thank you.

Mr. Sm. By the way, what's the rate per night?

R.C. Standard "Bed and breakfast" is 70 dollars. Check-out time is 12 p.m. Here is your hotel card and key.

CHECKING IN

Receptionist. Good morning, sir. May I help you?

Lavrov. My name's Lavrov. I believe you have a room booked for me.

R. Just a second... Yes, it's a single room with a bath on the third floor facing the park. Just bed and breakfast, right?

L. Yes, that's right. What time's breakfast?

R. From 8 to 10, sir.

L. Would you call me at 7:45, please?

R. Certainly, sir. Just sign here.


L. (Signs.) Is that all?

R. Yes, sir. Here's your key. Room 327 on the third floor. I'll have your luggage sent up.

LESSON 4

УРОК 4

HOTEL (continuation)

 **TASK 1. Read the text paying attention to the key words. Make a short summary of it.**

STAYING AT A HOTEL. SERVICES

At the hotel you can get various services. If you want to have your suit pressed or drycleaned, your shirt ironed, or your laundry done, you should ring for the maid and she will see to it that everything is done. You can also have your meals served in your room.

In the lobby there are a lot of offices, a booking-office, post and telegraph offices and/or an information desk. Besides there are a newsstand, a book-stall, a kiosk selling picture post cards and souvenirs. Cosmetics and liquor are sold too, but with a sales tax, not tax-free which is the case when you buy them at the airport.

At the information desk you can enquire about the departures and arrivals of trains and flights, about telephone numbers and addresses of offices and private individuals and about a lot of other things.

In the booking-office they can book seats for you at the theatre or on the plane, or hotel accommodations in another city.

In the same building there are also restaurants, bars, cafeterias, beauty parlours, gyms and swimming-pools. There is also a laboratory where guests can have a film developed without going out.

Bills are usually paid at weekly intervals as it is more convenient for the management. The guests intending to leave the hotel should notify the management before noon on the day of their departure, but it's advisable to do so earlier. When you are ready to check out, you tell the desk clerk to get your bill ready. When leaving the hotel, it is customary to tip the attendants. A safe rule to follow is from ten to fifteen per cent of the bill. A tip is always given with a word of thanks.

Do not take the key along which is often the case with absent-minded guests; leave it at the desk.

If you are travelling by car, you can get accommodations in a highway motel. Staying in a motel has a lot of advantages. You don't fight the city traffic to obtain a comfortable bed for the night, you just drive up to the door of your room. You also avoid the garage fee, tips and other charges of a hotel stay, which is a great advantage for low-income travellers.

Motels are well constructed and comfortably furnished. Most of them have air conditioners, a TV and room service. There are such additional attractions as children's playgrounds, open-air facilities and tennis courts, to say nothing of swimming-pools. As a rule, not far from motels there is a petrol station or a service station.

ACTIVE VOCABULARY

services - услуги, виды обслуживания.

to press a suit (a coat) - гладить костюм (пиджак и т. д.)

to have smth. drycleaned - отдавать что-либо в химчистку

to iron a shirt (a dress, a blouse) - гладить рубашку

to have one's laundry done - отдавать белье в стирку

to ring for smb. - вызывать кого-либо звонком

maid - горничная, прислуга;

to serve customers - обслуживать клиентов, покупателей,

to serve smb. fast - обслуживать кого-либо быстро.
 booking office - билетная касса (на вокзале, на станции)
 information desk - стол справок;
 newsstand - газетный киоск;
 book-stall - книжный киоск;
 sales tax - налог на покупку;
 to enquire about smth. - наводить справки, запрашивать информацию о ч-л.
 beauty parlour - косметический кабинет, салон красоты;
 gym - спортзал;
 swimming-pool - бассейн;
 to develop a film - проявлять фото- и киноплёнку.
 to pay one's bill - платить по счету;
 management - руководство; управление; администрирование; администрация;
 to notify smb. about smth. - извещать кого-либо о чем-либо, ставить в известность.
 noon - 12 часов дня, полдень;
 to check out - оформлять свой отъезд; выехать из гостиницы;
 desk clerk - дежурный администратор;
 to get smb's bill ready - подготовить чей-либо счет;
 It is customary to do so. - Так принято. (Так полагается.);
 to tip smb. - давать кому-либо на чай;
 attendant - лицо, работающее в сфере обслуживания;
 attendants - обслуживающий персонал;
 ten per cent of smth. - 10% от суммы;
 highway - шоссе;
 to have an advantage - иметь преимущество;
 to stay at a hotel - останавливаться в гостинице

TASK 2. Complete the sentences with the appropriate words. Substantiate your choice.

1. If you want to have your laundry done or your suit pressed you ... (notify the management, ring for the maid, enquire at the information desk).
2. In the lobby one can see ... (a police station, tennis courts, a telegraph office, a service station).
3. If you want to change your room you'd better address ... (the information desk, the manager, the maid, the desk clerk).
4. Bills are usually paid ... (daily, weekly, monthly).
5. When you are ready to check out you tell ... (the maid, the receptionist, the porter, the doorman) to get your bill ready.
6. A safe rule to follow is to tip the attendants ... (every day, when checking in, when leaving the hotel, never).

7. A motel is ... (a petrol station, a service station, a self-service snack bar, a pub, a hotel for motorists).

8. Staying at the motel has many advantages. For instance one avoids ... (the garage fee, the city sales tax, paying bills).

TASK 3. Complete the questions and answer them.

1. If you are travelling by car, is it more convenient to stay at a hotel or...?

2. If you want to have your suit pressed, do you ring for the receptionist or...?

3. If you are going to leave the hotel, do you notify the maid or...?

4. Do guests tip servants when they are checking in or...?

TASK 4. Make up your own sentences using the following word combinations.

1. ring for smb.

2. have one's suit pressed

3. enquire about

4. book for

5. notify the management

6. get one's bill ready

7. take the key along

8. a lot of advantages

9. drive up to the door

10. charges of a hotel stay

11. check out

12. tip smb.

TASK 5. Complete the following sentences.

1. In the lounge of a big hotel one can see...

2. If you want to have your laundry done or your suit pressed, you should...

3. Guests intending to leave the hotel should notify the management...

4. Staying in a motel has many advantages. You avoid...

5. Most motels have...

6. When leaving the hotel make sure that you haven't...

TASK 6. Answer the following questions.

1. What should one do to have one's suit pressed or one's laundry done?

2. What other services can one get at the hotel?
3. When should one notify the management of one's departure?
4. At what intervals are bills usually paid?
5. Do you approve or disapprove of giving tips?
6. How much are servants usually tipped?
7. Has staying at the motel any advantages?
8. Why is it cheaper to stay at a motel?
9. Do motels have room service?

TASK 7. Translate from English into Russian.

1. The service is included in the bill.

2. A service station is a petrol station which offers also servicing facilities.

3. Service charge is 10 per cent of the bill at the restaurant.

4. Ladies should be served before men.

5. Late-night restaurants and night clubs serve hard and soft drinks.

6. It is customary to tip barbers in Great Britain and the USA.

7. How much did you tip the porter?

8. Living in a big city has a lot of advantages.

9. It takes me only a few minutes to get to my office.

10. It's a great advantage, isn't it?

TASK 8. Translate from Russian into English.

1. Сколько стоит чистка пальто?

2. Мистер Браун – начальник этого отдела.

3. Он заведует отделом с 1990г.

4. Плата за обслуживание составляет 10% суммы счета.

5. На автозаправочной станции вам могут также произвести ремонт машины.

6. Обслуживание было вполне приличное.

7. Туристов обслуживают после 10 утра.

8. Интересно, сколько времени он заведует этим отделом?!

9. Скажите горничной, чтобы она отдала отутюжить ваш костюм.

10. Сначала мы решили остановиться в каком-либо мотеле, но потом передумали.

11. Скажите администратору, чтобы он подготовил счет.

TASK 9. Read and act out the conversation.

I LIKE THIS PLACE

L. - Larissa, an interpreting guide at the travel-agency

Sm. - Mr. Smith, a tourist

L. Follow me, Mr. Smith. I'll take you up to your room in a lift.

Sm. Oh, I've forgotten to ask about services.

L. Don't worry. I can give you all the information. They have two restaurants and a foreign currency bar on the 2nd floor. There are telephones, radios and televisions in all the rooms.

Sm. O.K. and what about the chambermaid?

L. Chambermaids are on each floor round the clock. They'll serve you tea, look after your mail and perform a host of other services.

Sm. Incredible. I like this place. You are so well informed, Larissa.

L. It's not surprising. I have been working here for ten years. Here we are. This is your room.

Sm. Would you like a cup of tea or coffee?

L. I'm sorry. I can't.

Sm. That's a pity. Well then. See you tomorrow.

L. Till tomorrow, bye.

ROOM SERVICE

R.C. - Room service

Mr.Sm. - Mr.Smith.

Ch. - Chambermaid.

Sm. Hallo. Is this room service?

R.C. Yes, it is.

Mr.Sm. I'm a bit tired. Could you send up some lunch to room 25, please.

R.C. Certainly, sir. What would you like?

Sm. Bacon and eggs and a can of beer.

R.C. You'll be served in 5 minutes, sir.

Sm. Thank you.

5 minutes later

Ch. Good afternoon. It's the chambermaid. Here is your lunch.

Sm. Thank you. Put it on the table. And er ... one thing more. I'd like to have my suit brushed and pressed.

Ch. Certainly, sir. Could you let me have it straight away?

Sm. Yes. Here you are. When will it be ready?

Ch. In an hour.

Sm. Fine.

LESSON 5

УРОК 5

Повторение

TASK 1. Render the following text in English

В Нью-Йорке много хороших гостиниц. Номера в большинстве из них со всеми удобствами, и обслуживание вполне удовлетворительное. Номер можно заказать по телефону, факсом или телеграммой. Желательно сделать это заранее.

Когда ваша машина остановится у входа в гостиницу, носильщик поможет вам внести вещи. В вестибюле вы подойдете к администратору, который ведает распределением комнат, и он попросит вас заполнить бланк. Он занесет в журнал ваше имя, гражданство и постоянный адрес. Когда все формальности будут закончены, вы получите ключ и посыльный отведет вас в ваш номер.

[illegible]

TASK 2. Make up questions and answers using the model.

What are accommodations?

Model: Accommodations are lodging, food and services.

Who is a porter?

Model: A porter is an attendant employed to carry the baggage guests' at a hotel.

Single room

reception desk

receptionist

pageboy

register

outside room

lobby

newcomer

TASK 3. Act out the conversation. Make up its continuation.

Desk clerk (D.C.): What can I do for you?

Traveller (T): I'd like a single room.

D.C. I'm sorry but we are all booked up.

T. No chance at all?

D.C. Sorry. We have nothing at the moment.

T. You couldn't possibly direct us somewhere?

D.C. One moment. I'll call the "Astoria." Perhaps they can put you up there.

T. Please do.

D.C. In whose name shall I book it in case you are lucky?

T. Mr. Black, please. (The D.C. talks over the phone)

D.C. Yes, they have rooms. Do you happen to know where the hotel is?

B. Sorry, but I don't.

D.C. It's in N. Street. Not far from the General Post Office.

B. Thank you.

TASK 4. Translate the sentences without a dictionary.

1. The number of college graduates has almost doubled.

2. He met his double.

3. He overcharged you. You bought only a pound of butter.

4. Residents of the hotel can get such booklets free of charge.

5. His reputation was soiled.

6. Her reputation is spotless.

7. Miss Arden lives here permanently.

8. Is Mr. Taylor married? – No, he is single.

9. The tent won't accommodate so many people.

TASK 5. Ask and answer in pairs.

1. Have you ever stayed at a hotel? Did you book accommodations beforehand or on the day of your arrival?

2. How did you book accommodations?

3. Who helped you with your luggage when your car stopped at the entrance to the hotel?

5. What did the receptionist ask you to do?

6. Who showed you to your room when you were through with the formalities?

7. Was it a room with all the modern conveniences?

8. Was it an outside or inside one?

TASK 6. Render the following text in English.

В гостинице вам могут оказать ряд услуг. Вам помогут погладить костюм и рубашку, постирать белье, почистить вещи в химчистке. Вам нужно только вызвать по телефону горничную, и она позаботится об этом. Вам помогут также заказать билеты в театр и порекомендовать, какие достопримечательности следует посмотреть.

Счет обычно оплачивается каждую неделю. Если вы собираетесь выехать из гостиницы, вам следует известить об этом администрацию, и вам подготовят счет.

Перед отъездом из гостиницы постояльцы обычно дают обслуживающему персоналу чаевые. Если вы путешествуете на машине, вы можете остановиться в мотеле. Мотель имеет много преимуществ.

TASK 7. Make up the questions and answer them using the model.

Model: – What is a cafeteria?

A cafeteria is a self-service restaurant.

– Who is a waiter?

A waiter is an attendant who serves a table in a restaurant.

Motel

suite

tip

enquiry office

desk clerk

manager

booking-office

newsstand

petrol station

service station

TASK 8. Put questions to the following answers.

1. Oh, yes, we have all the information you need concerning trains, points of interest, etc.

2. Only things of necessity should be kept in the room.

3. Oh, you press the push-button when you need something. There are three of them under which each is written "MAID - PORTER - STEWARD."

4. The bellboy will show you the way.

5. Yes, you can put city calls through the house phone by dialing zero.

6. You must warn the clerk in advance when leaving.

7. I'll sign out tomorrow and take the first train.

8. You can settle the account over there at the cashier's desk.

9. You must leave the key at the desk (hang the key on the key-board) when you go out.

10. You can put in an extra bed.

11. Yes, sir, money in advance, please.

12. No, you are not allowed to smoke in the lobby.

13. You may pay for the whole month if you wish.

14. The bellboy will see to your luggage.

TASK 9. Translate the sentences without a dictionary.

1. Everybody must be ready to serve his country.

2. Can I be of service to you?

3. I am at your service.

4. At that time he was serving in the army.

5. Their position is advantageous.

6. The team was at a disadvantage: they had to play against the wind.

7. This is a self-service shop.

8. "Next in the BBC service at 8 o'clock we have a bulletin of world news, then at 8:15 our weekly outlook on the world of media The Media World."

TASK 10. Ask and answer in pairs.

1. Have you ever stayed at a hotel?
2. Was the service good? What did you do when you wanted to have your suit pressed and your laundry done?
3. When did you notify the management of your departure?
4. Who got your bill ready? How much did they charge you?
5. Whom did you tip before leaving the hotel?
6. Why is it more difficult to get hotel accommodations in summer?
7. Have you ever stayed at a motel?
8. Do you think a motel has advantages over a hotel?

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АНГЛИЙСКИЙ ЯЗЫК
ПРАКТИКА РЕЧИ
ЮНИТА 1**

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