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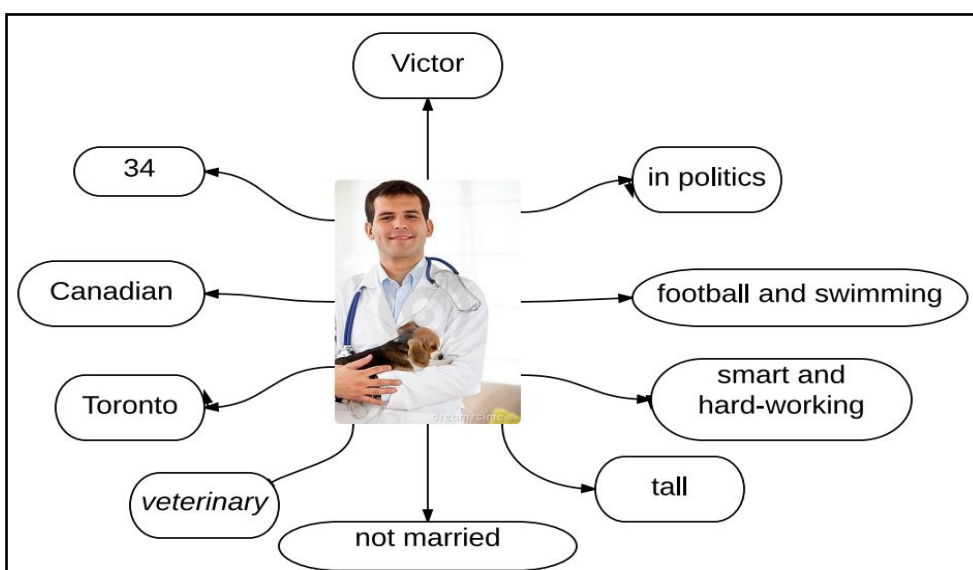
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Presenting yourself



Lead In

1. Look at the picture, think and say what this man can tell you about himself.



2. Make the same chart and tell us about yourself.

You may use this vocabulary:

veterinary ['vet(ə)rin(ə)ri] – ветеринар (a vet)

public official / servant – государственный служащий

federal public servant – федеральный государственный служащий

I'm a with (name organization / company) (ex. *I am an engineer with Gazprom in Moscow*).

3. Can you tell us about your colleagues?

Example: Her / His name is She is Russian. She is.....



Reading Rules

Слоги в словах бывают открытые и закрытые. Открытый слог заканчивается на гласную, а закрытый – на согласную.

	Открытые слоги	Закрытые слоги
В русском языке	до-рога, шко-ла	мас-тер, порт
В английском языке	he, re-cite	pen-cil, cat

Буква / 1 тип чтения	Чтение	Пример
а	[eɪ]	date
і	[aɪ]	lime
у	[aɪ]	skype
о	[əʊ]	doze
и	[ju:]	tube
е	[i:]	mete

date, hi, my, so, tube, me, tale, wi-fi, rye, go, mute, fee, mate, time, spy, poke, Sue, Pete, fake, dive, type, robe, tune, mete, lame, pike, skype, doze, June, see, same, lime, sky, slope, mule, bee, name, drive, sole, file, role, use, tide, spoke, see, ride, take, came, hide, lie, make, uke.

Буква	Чтение	Пример
	[s] перед е, і, у	nice, city, cycle
С		
	[k] перед а, о, и перед согласными и в конце слов	cake, coke, cute

nice, cane, rice, copy, race, cute, dice, place, coke, cycle, cute, café, cake, cut, spice



Speaking

Listen to the dialogues, then read them. Practise the dialogues in pairs. Role play the dialogues.



1. Meeting someone

- Hello. I'm Patrick Keller. I'm the new Sales Assistant. (*I am your new secretary*)
- Oh, hello. Pleased to meet you. I'm Diana Vincent, Advertising Manager. Would you like a coffee?
- Thanks very much. I'd love one.



2. Introducing someone

- Good morning. My name's Hiroshi Ito. This is Mayumi Nitta, my assistant. (*This is ...*)
- Nice to meet you both. I'm Dan Marshall from Marketing. Let's go into my office. (*Let's go to the meeting room.*)



3. Seeing again

- Hello, Jimmy.
- Hi, Dave.
- Good to see you again.
- You, too. How's business?
- Not too good.
- Oh, really? Sorry to hear that. What's the problem?



Reading

1. Read the texts. What do these people tell about themselves?

1. My name is Kathryn Harriss and I am a Certified Public Accountant. I am from Houston, Texas. I am **self-employed**. I **work in** public accounting as well as an accountant in the industry. Most of my clients are small firms. I **do consulting services** for my clients. I am not married. I am **fond of** dancing. I am also **interested in** the history of the Ancient Rome.

2. My name is Nilam Bhaskar. I am 45. I am from New Delhi, India. I am a Veterinary Doctor graduated from Kerala Agricultural University. I am an animal specialist. I **am**

married with four children. My wife keeps the house. She is a nice and smart woman. My family is **interested in** playing tennis. I speak Hindi and English.

3. My name's Emma. I'm 40. I live in Australia and I'm from Brisbane. Brisbane is a big city. I **work for** a supermarket chain. My **boss** is Alex. I'm married with two children. They are both in elementary school. Their school is not far from our house. My husband's name is Steve. He is a manager **with some foreign company**. We are interested in travelling and the cinema.

2. Read the texts again and complete the table.

<i>Name</i>	<i>Age</i>	<i>Nationality</i>	<i>Job</i>	<i>Residence</i>



Vocabulary & Communication

1. Complete the following dialogues with the missing words.

1)

– Hello, I'm Emma.

– Hello, Emma. I'm Victor. Where are you from?

– I'm And where are you from?

– I live in Toronto. I'm a vet. What do you do?

– I a supermarket chain.

2)

– Hi! Are you Costas?

– That's right, yes.

– I'm Kathryn. Kathryn Harriss, from..... in.....

– Oh, Kathryn... Nice to meet you! Do you public accounting?

– Yes, I do.

3)


– Are you Nilam?

– No, I work for a Veterinary Clinic.

– What do you do there?

– I do there.

Listening

1 . Lorella Braglia is a designer. She lives in North Italy between Milan and Bologna. Her company makes clothes which sell all over the world. Two journalists are talking about Lorella. Listen and write down the information.

Name

Company

Nationality

Job

Home

Languages

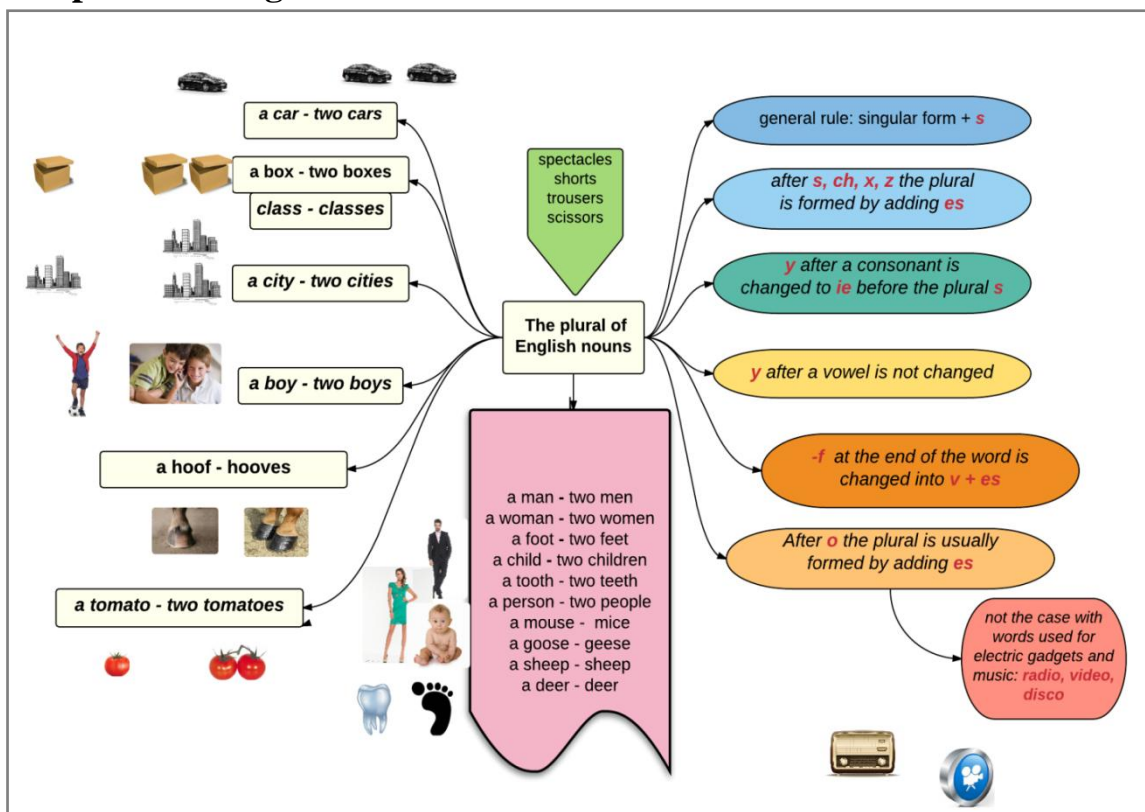
Age

2 . Listen to the text again. Complete these sentences.

- 1) Her name Lorella Braglia.
- 2) Shein Reggio Emilia.
- 3) She a designer.
- 4) Shefor Dielle.
- 5) Her husband the Marketing Director.
- 6) They Italian.
- 7) They English and Italian.
- 8) They together.

Grammar

1. The plural of English nouns



1) Write the plural forms of the following nouns.

service

address

eye

child

glass

dictionary

box

wife

secretary

person

calf

company

foot

boss

chain

animal

vegetable

lunch

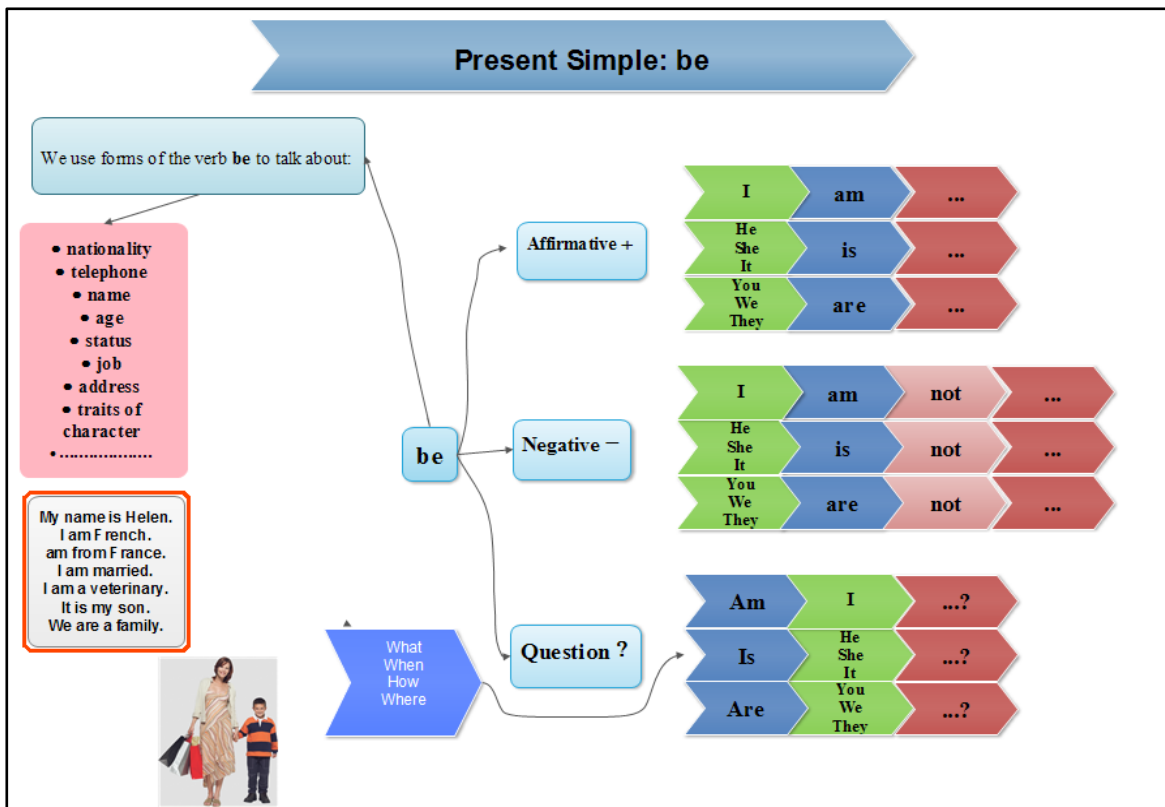
foot

month

radio

mouse

2. The verb be – Present Simple



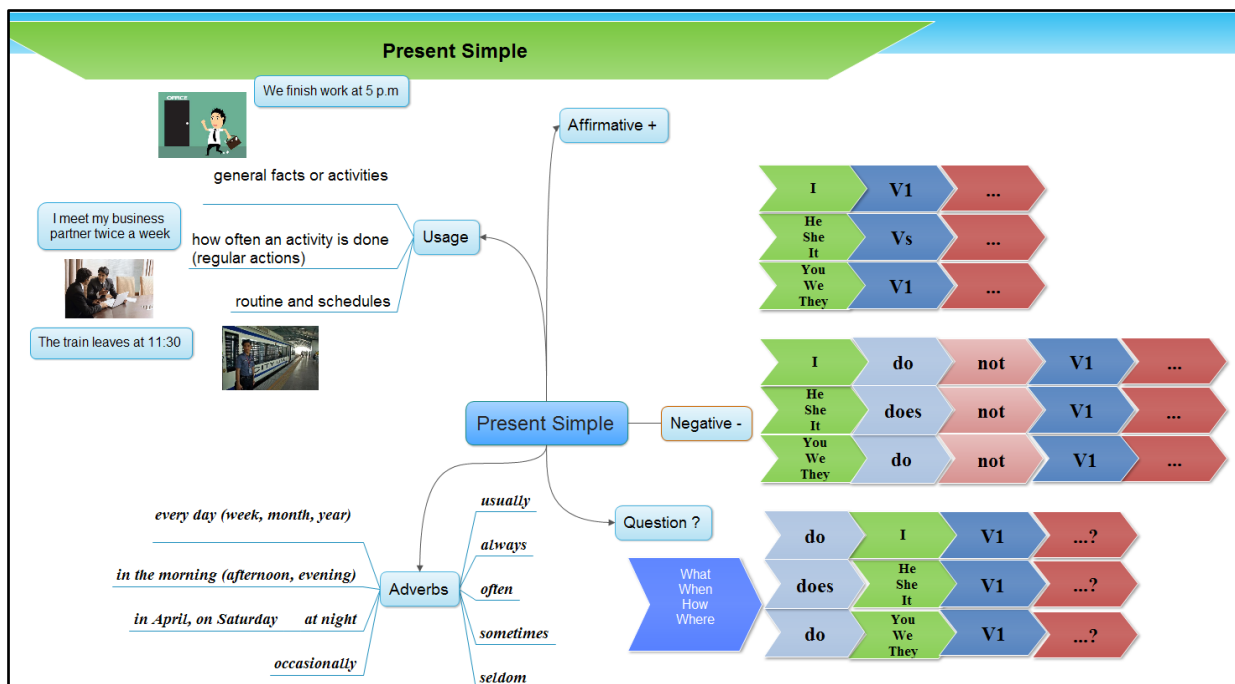
1) Complete these sentences with negative forms of *to be*.

- I am Russian but I'm not from Moscow.*
- They're Japanese, but from Tokyo.
- He's German, but from Munich.
- I'm in sales, butthe manager.
- You're in Poland, butin Warsaw.
- Her name is Sophia, butItalian.

2) Fill in the proper form of the verb to be.

- My boss and I good tennis players. (be)
- That a French company. It's Finnish. (not / be)
- My name is Pierre. I a Sales Manager. (be)
- Ah, Steve and Tom! You very welcome! (be)
- This the room for the meeting (be)

3. Verbs in Present Simple



Маркеры Present Simple: *usually, always, often, sometimes, seldom, occasionally, every day (week, month, year), in the morning (afternoon, evening), at night, in April, on Saturday*

1. Fill in the proper form of the verb.

- My colleague usually her annual leave in July. (take)
- I you. Can you say it again? (not / understand)
- Violet at our Head Office in Moscow now. (not / work)
- He with our clients every day. (meet)
- I really the idea. (not / like)
- She within 24 hours. (not check)

2. Complete the dialogue by putting the verbs into the Present Simple.

- It's a good conference, isn't it?
- Yes, it is. (1)..... (you/come) every year ?

- Not every year. Only when I have the time. I (2).....(work) in technical support in the IT area. We (3).....(not/know) our job schedule from one week to the next. But I (4)(come) to the conference whenever I can. What about you? What (5).....(you/do)?
- I'm an information systems manager. I (6) (direct) the work of systems analysts, computer programmers and support specialists like you. Listen, can I ask you something? (7).....(you/plan) to stay in your company forever?
- Well, I like my work, but of course if someone (8).....(make) me a more attractive offer, I'll consider it. Why? What (9).....(you/have) in mind?
- Our company (10).....(need) IT technicians, and we pay well. Here is my card. Give me a call next week. We (11).....(not/have) any vacancies at the moment, but we are a big organization and we may be recruiting more people soon.

3. Write questions for the answers on the right.

- Where/from?** I come from Vltavitsa, in
..... Poland.
- Where/work?** I work for Sunrise.
- What/Sunrise/make?** The company makes textile.
.....
- How many people / your company/employ?** About 750.
.....

4. Translate the sentences into English.

- 1) Я живу и работаю в Италии. 2) Мы производим бумагу. 3) Я работаю на Майкрософт. 4) Где мой ноутбук? – Он на столе. 5) Ты работаешь в сфере рекламы? 6) Наш головной офис в Осло. 7) Я еду на работу к восьми утра на автобусе. 8) Моему начальнику 45 лет. 9) Ты быстро набираешь текст на компьютере. 10) Я редко разговариваю с нашими клиентами по телефону. 11) Она отвечает на множество электронных писем каждый день. 12) Виктор занят с двух до пяти. Он обычно консультирует своих клиентов в это время.

Vocabulary&Grammar

1. At the conference, Minako, Alicia, and Ted meet. Complete the dialogue below.
 - A: Ted, let to my colleague, Minako.
 - T: How..... Minako?.....Ted.

M: Pleased ,Ted. My.....Minako.
 T: What?
 M: I'm a systems analyst. What.....?
 T: I'm an engineer with Telefonica in Madrid. Where?
 M: I'm from Tokyo but I..... in Barcelona.
 T: Really?

2. Match the questions on the left with the answers on the right.

- | | |
|------------------------|-------------------------------|
| 1) Is she married? | a) No, they're not. |
| 2) Where are you from? | b) No, she's a colleague. |
| 3) Is she your wife? | c) No, single. |
| 4) Is she your boss? | d) No, he isn't. He's German. |
| 5) What is your job? | e) I'm from Sweden. |
| 6) Are they here? | f) I'm a designer. |
| 7) How old are you? | g) Nearly forty. |
| 8) Is he Dutch? | h) Yes, she is. |



Speaking

1. Work with a partner. Talk about your name, your town/city, your job, your company, your hobbies / interests. Use the expressions as a plan.

My name is
 I am(age)
 I live in.....
 It's a town / city in (Western Siberia)
 I am a graduated fromUniversity.
 I am a
 I work for
 I am interested in

2. Now tell what you know about your partner, e.g. *His / her name is ... He /she's...*