**Лекции**

**(краткий курс)**

Основные правила для начинающих

*Кафедра иностранных языков*

**аНГЛИЙСКИЙ ЯЗЫК**

**Unit 1**

**1. Личные местоимения**

|  |  |
| --- | --- |
| Единственное число | Множественное число |
| I – я  you – ты  he – он  she – она  it – он, она, оно (о неодушевленных предметах) | we – мы  you – вы  they – они |

**2. Глагол *to be* в простом настоящем времени**

|  |  |  |
| --- | --- | --- |
| Утвердительная форма | Вопросительная форма | Отрицательная форма |
| I am (I’m) in Kiev.  You are (you’re) in Kiev.  He (she) is (he’s, she’s) in Kiev.  We are (we’re) in Kiev.  You are (you’re) in Kiev.  They are (they’re) in Kiev. | Am I in Kiev?  Are you in Kiev?  Is he (she) in Kiev?  Are we in Kiev?  Are you in Kiev?  Are they in Kiev? | I am not (I’m not) in Kiev.  You are not (aren’t) in Kiev.  He (she) is not (isn’t) in Kiev.  You are not (aren’t) in Kiev.  You are not (aren’t) in Kiev.  They are not (aren’t) in Kiev. |

Краткие ответы на вопросы

|  |  |
| --- | --- |
| - Are you in London?  - Is he (she) in London?  - Are they in London? | - Yes, I am.  - No, I am not (I’m not).  - Yes, he (she) is.  - No, he (she) is not (isn’t).  - Yes, they are.  - No, they are not (aren’t). |

Ex.1 Составите предложения:

|  |  |  |
| --- | --- | --- |
| 1. I  He  She  We  You  They | ‘re  ‘s  ‘m  aren’t  ‘m not  isn’t | a teacher  a businessman  in Moscow  in Russia  Russian  Ukranian |
| 2. Are  Am  Is | he  she  you  we  I | in Moscow?  a businessman?  Estonian?  in Minsk?  a teacher of English? |

**3. The Present Indefinite Tense (простое настоящее время)**

|  |  |  |
| --- | --- | --- |
| Утвердительная форма | Вопросительная форма | Отрицательная форма |
| I work on Omsk.  You work in Omsk.  He (she) works in Omsk.  We work in Omsk.  You work in Omsk.  They work in Omsk. | Do I work in Omsk?  Do you work in Omsk?  Does he (she) work in Omsk?  Do we work in Omsk?  Do you work in Omsk?  Do they work in Omsk? | I do not (don’t) work in Omsk.  You do not (don’t) work in Omsk.  he (she) does not (doesn’t) work in Omsk.  We do not (don’t) work in Omsk.  You do not (don’t) work in Omsk.  They do not (don’t) work in Omsk. |

Краткие ответы на вопросы

|  |  |
| --- | --- |
| - Do you live in Ottawa?  - Does he (she) live in Ottawa?  - Do they live in Ottawa? | - Yes, I do.  - No, I do not (don’t)  - Yes, he (she) does.  - No, he (she) does not (doesn’t).  - Yes, they do.  - No, they do not (don’t). |

Ex. 7 Составьте предложения:

|  |  |  |  |
| --- | --- | --- | --- |
| 1. You  I  he  She  We  They | live  works  speaks  speak  don’t work  doesn’t speak  don’t live  doesn’t work | English  in Moscow  in Russia  Russian  in Novosibirsk | |
| 2. Do  Does | she  we  he  they  you | work  live  speak | in Tumenj?  in Moscow?  English?  Russian?  German?  French? |

**4. The Present Continuous Tense (настоящее продолженное время)**

|  |  |  |
| --- | --- | --- |
| Утвердительная форма | Вопросительная форма | Отрицательная форма |
| I am learning English.  You are (you’re) learning English.  He (she) is learning English.  We are (we’re) learning English. | Am I learning English?  Are you learning English?  Is he (she) learning English?  Are we learning English? | I am not (I’m not) learning English.  You are not (aren’t) learning English.  He (she) is not (isn’t) learning English.  We are not (aren’t) learning English. |

Краткие ответы на вопросы

|  |  |
| --- | --- |
| - Are you learning French?  - Is he (she) learning French?  - Are they learning French? | - Yes, I am.  - No, I am not (I’m not).  - Yes, he (she) is.  - No, he (she) is not (isn’t).  - Yes, they are.  - No, they are not (aren’t). |

**5. Артикли**

|  |
| --- |
| He is **a** visitor.  They are **\_\_**visitors.  **The** visitor is in the office.  **The** visitors are **\_\_** English teachers.  **Артикли не употребляются:**  1. если перед существительным есть притяжательные местоимения  It is my office.  2. перед большинством названий стран  He lives in France.  3. перед именами людей  My name is Ann. My name is Ann Brown.  5. перед существительными, после которых идет номер или индекс  Lesson One, Unit Two  6. в некоторых сочетаниях  to go on business, to be on business |

Неопределенный артикль – определенный артикль

|  |  |
| --- | --- |
| Неопределенный артикль употребляется с существительными в единственном числе:  It is an office.  It is a big office. | Определенный артикль употребляется с существительными в единственном и множественном числе: He is at the office now.  They are at the offices now. |

Две формы неопределенного артикля

|  |  |
| --- | --- |
| a | an |
| a man  a lesson | an office  an Englishman |

**6. Притяжательные местоимения**

|  |  |
| --- | --- |
| Личные местоимения | Соответствующие притяжательные местоимения |
| I  you  he  she  it  we  you  they | my  your  his  her  its  our  your  their |

.

**7. Объектный падеж личных местоимений**

|  |  |  |
| --- | --- | --- |
| Личные местоимения | Притяжательные местоимения | Объектный падеж личных местоимений |
| I  you  he  she  it  we  you  they | my  your  his  her  its  our  your  their | me  you  him  her  it  us  you  them |

**8. Конструкция *there is / there are***

|  |  |  |
| --- | --- | --- |
| Утвердительная форма | Вопросительная форма – краткие ответы | Отрицательная форма |
| There is a chair in the corner.  There are two chairs in the corner. | Is there a chair in the corner?  - Yes, there is (one).  - No, there isn’t any.  Are there any chairs in the corner?  - Yes, there are some.  - No, there aren’t any. | There is no chair in the corner.  There isn’t any chair in the corner.  There are no chairs in the corner.  There aren’t any chairs in the corner. |

**Unit 2**

1. **Модальный глагол *can***

|  |  |
| --- | --- |
| I can drive.  I cannot drive.  Can you drive?  Can you come tomorrow?  Can you bring us the bill, please?  Can I have the bill, please?  Can I see the menu, please? | Я могу (умею) водить машину.  Я не умею водить машину.  Вы можете (умеете) водить машину,  Вы можете (не можете) прийти завтра?  Вы не принесете счет?  Вы можете принести счет,  Принесите, пожалуйста, счет.  Можно посмотреть меню? |

|  |  |  |
| --- | --- | --- |
| Утвердительная форма | Вопросительная форма | Отрицательная форма |
| I can meet him.  You can meet him.  He (she) can meet him.  We can meet him.  You can meet him.  They can meet him. | Can I meet him?  Can you meet him?  Can he (she) meet him?  Can we meet him?  Can you meet him?  Can they meet him? | I cannot (can't) meet him.  You cannot (can't) meet him.  He (she) cannot (can't) meet him.  We cannot (can't) meet him.  You cannot (can't) meet him.  They cannot (can't) meet him. |

1. **Модальный глагол *Should***

|  |  |
| --- | --- |
| 1. You **should wait** a little.  2. You **should not** smoke so much. | Вы должны немного подождать. (Вам следует немного подождать.)  Вы не должны так много курить. (Вам не следует так много курить.) |

**3. The Past Indefinite Tense (простое прошедшее время)**

|  |  |  |
| --- | --- | --- |
| Утвердительная форма | Вопросительная форма | Отрицательная форма |
| I opened the door.    You opened the door.  He (she) opened the door.  We opened the door.  You opened the door.  They opened the door. | Did I open the door?  - Yes, I did.  - No, I did not (didn’t).  Did you open the door?  - Yes, you did.  - No, you did not (didn’t).  Did he (she) open the door?  - Yes, he (she) did.  - No, he (she) did not (didn’t).  Did we open the door?  - Yes, we did.  - No, we did not (didn’t).  Did you open the door?  - Yes, you did.  - No, you did not (didn’t).  Did they open the door?  - Yes, they did.  - No, they did not (didn’t). | I did not (didn’t) open …  You did not (didn’t) open …  He (she) did not (didn’t) open …  We did not (didn’t) open …  You did not (didn’t) open …  They did not (didn’t) open … |

**4. Простое прошедшее время глагола *to be***

|  |  |  |
| --- | --- | --- |
| Утвердительная форма | Вопросительная форма | Отрицательная форма |
| I was hungry.  You were hungry.  He (she) was hungry.  We were hungry.  You were hungry.  They were hungry. | Was I hungry?  - Yes, I was.  - No, I was not (wasn’t).  Were you hungry?  - Yes, you were.  - No, you were not (weren’t).  Was he (she) hungry?  - Yes, he (she) was.  - No, he (she) was not (wasn’t).  Were we hungry?  - Yes, we were.  - No, we were not (weren’t).  Were you hungry?  - Yes, you were.  - No, you were not (weren’t).  Were they hungry?  - Yes, they were.  - No, they were not (weren’t). | I was not (wasn’t) hungry.  You were not (weren’t) hungry.  He (she) was not (wasn’t) hungry.  We were not (weren’t) hungry.  You were not (weren’t) hungry.  They were not (weren’t) hungry. |

**5. Три формы неправильных глаголов**

|  |  |  |
| --- | --- | --- |
| Инфинитив | Простое прошедшее время | Причастие |
| To become  To bring  To buy  (can)  To come  To drive  To fly  To get  To give  To go  To have  To hear  To hold  To keep  To leave  (may)  To meet  To put  To read  To see  To sell  To send  To show  To sit  To speak  To take  To understand  To write | Became  Brought  Bought  Could  Came  Drove  Flew  Got  Gave  Went  Had  Heard  Held  Kept  Left  Might  Met  Put  Read  Saw  Sold  Sent  Showed  Sat  Spoke  Took  Understood  Wrote | Become  Brought  Bought  -  Come  Driven  Flown  Got  Given  Gone  Had  Heard  Held  Kept  Left  -  Met  Put  Read  Seen  Sold  Sent  Shown  Sat  Spoken  Taken  Understood  Written |

**6. Употребление *many, much, a lot of, few, little, a few, a little***

|  |  |
| --- | --- |
| Many – много  A lot of – много  Few – мало  A few – несколько  Употребляются с исчисляемыми существительными | Much – много  A lot of – много  Little – мало  A little – немного  Употребляются с неисчисляемыми существительными |

|  |  |
| --- | --- |
| Исчисляемые существительные | Неисчисляемые существительные |
| Table  Restaurant  Bill  Letter  Briefcase | Food  Soup  Wine  Coffee  Luggage |

|  |  |
| --- | --- |
| Many – a lot of – few – a few | Much – a lot of – little – a little |
| He hasn’t got **many** friends.  There are very **many** letters on the table.  There are **a lot of** letters on the desk.  There are **a few** letters on the desk. | He hasn’t got **much** information.  There is **much** wine in the bottle.  There is **a lot of** information in the little.  There is **a little** wine in the bottle. |

**7. The Future Indefinite Tense (простое будущее время)**

|  |  |  |
| --- | --- | --- |
| Утвердительная форма | Вопросительная форма | Отрицательная форма |
| I will (I'll) learn French.  You will (you'11) learn ...  He (she) will (he'll, she'll) learn ...  We will (we'11) learn ...  You will (you'11) learn ...  They will (they'll) learn ... | Will I learn ...?  Will you learn …?  Will he (she) learn ...?  Will we learn ...?  Will you learn ...?  Will they learn ...? | I will not (won't) learn …  You will not (won't) learn ...  He (she) will not (won't) learn ...  We will not (won't) learn ...  You will not (won't) learn ...  They will not (won't) learn ... |

**8. Модальный глагол *may***

|  |  |
| --- | --- |
| May I have the bill, please? | Можно получить счет? |

Ex. 13 Переведите на русский язык:

1. May I come in?
2. May I see the menu, please?
3. May I take your earphones?
4. May I wait here?
5. May I listen to the song once more?
6. May I have my passport back, please?
7. May I join you?
8. May I cash the cheque here?

Ex. 14 разыграйте следующий и составьте аналогичные диалоги:

* + May I have my ticket back please?
  + Yes, certainly, here you are.
  + Thank you.

1. **Выражение просьбы**

|  |  |
| --- | --- |
| Глаголы | Примеры |
| Can  May  Will | Bring my bill, please.  Can you bring my bill, please?  May I have my bill, please?  Will you bring, my bill, please? |



1. **Модальный глагол *must***

|  |  |
| --- | --- |
| I must drive tonight.  I must go home now. | Я должен вести машину сегодня.  Я должен сейчас идти домой. |

**Сравните: *must – should***

|  |  |
| --- | --- |
| must  should | I must read this book.  Я должен обязательно прочитать эту книгу.  You should read this book.  Вы должны (я Вам советую) прочитать эту книгу. |

Words

|  |  |
| --- | --- |
| 1. dear [diə]  Dear Sirs …  2. to inform [in΄fo:m]  To inform … of  Please, inform us of the name of the hotel.  3. February [΄februəri]  In February  He is coming to Moscow in February.  4. to begin [bi΄gin]  5. talks [to:ks]  He is having talks now.  6. to make [meik]  To make a reservation at the hotel  7. let us know …  8. necessary [΄nesisəri]  9. cooperation [˛koupə΄rei∫n]  Thank you for your cooperation.  10. yours [jo:z]  11. faithfully [feiθfuli]  Yours faithfully, … | дорогой  Уважаемые господа … (вежливая форма обращения в начале делового письма)  сообщать  сообщать кому-либо о чем-либо (в официальных документах)  просим сообщить нам название гостиницы.  февраль  в феврале  Он приезжает в Москву в феврале.  начинать  переговоры  Он сейчас на переговорах.  делать  забронировать номер в гостинице  Дайте нам знать … Сообщите нам …  необходимый  сотрудничество  Благодарим Вас за помощь.  ваш, ваша, ваши (употребляется без последующего существительного)  верно, преданно  С уважением … (заключительная фраза в деловых письмах) |

Words

|  |  |
| --- | --- |
| 1. to regret [ri΄gret]  I regret to say …  2. to reserve [ri΄zə:v]  3. accommodation [ə˛komə΄dei∫n]  to reserve (hotel) accommodation for somebody  4. to book (up)  We are booked up.  5. available [ə΄veiləbl]  This book is not available.  6. national [΄næ∫ənl]  7. processor [prə΄sesə]  word processor  8. association [ə˛sousi΄ei∫ən]  9. to hold [hould]  10. convention [kən΄ven∫ən]  11. during [΄djuəriŋ]  during the revolution  during the interval  12 surely [΄∫uəli]  As you will surely understand …  13. They have to reserve …  14. possible [΄posibl]  as many rooms as possible  as soon as possible  15. member [΄membə]  a member of Parliament  16. to propose [prə΄pouz]  We propose to discuss this problem.  17. to postpone [poust΄poun]  18. safely [΄seifli]  safe  19. to hope [houp]  20. to suit [sju:t]  We hope this will suit you.  21. to look forward to …  22. to hear from somebody  23. We look forward to hearing from you. | сожалеть  К сожалению, должен сказать …  резервировать, бронировать  помещение, жилье  бронировать номер в гостинице для кого-либо  резервировать, принимать заказ  Все места забронированы.  доступный, имеющийся в распоряжении, наличный  Эту книгу нельзя достать.  национальный  процессор  текстовый процессор  общество, ассоциация  проводить (собрание, совещание, митинг)  собрание, съезд  в течение, в продолжение, во время  во время революции  во время перерыва  конечно, непременно (американского разговорное)  Как Вы, конечно, понимаете …  Они вынуждены бронировать …  возможный, вероятный  столько комнат, сколько возможно  как можно скорее  член  член парламента  предлагать  Мы предлагаем обсудить этот вопрос.  откладывать  надежно, с уверенностью  невредимый, сохранный  надеяться  устаивать, подходить  Надеемся, Вам это пройдет.  с интересом ждать …  получать известия, письмо от кого-либо  С нетерпением ждем (от Вас) ответа. |

**Unit 3**

* 1. **The Present Perfect Tense (настоящее совершенное время)**

|  |  |  |
| --- | --- | --- |
| Утвердительная форма | Вопросительная форма | Отрицательная форма |
| I have (I've) seen this film.  You have (you’ve) seen this film.  He (she) has seen this film.  We have (we’ve) seen this film.  You have (you’ve) seen this film.  They have (they’ve) seen this film. | Have I seen this film?  Have you seen this film?  Has he (she) seen-this film?  Have we seen this film?  Have you seen this film?  Have they seen this film? | I have not (I haven’t) seen this film.  You have not (you haven’t) seen this film.  He (she) has not (hasn’t) seen this film.  We have not (haven’t) seen this film.  You have not (haven’t) seen this film.  They have not (haven’t) seen this film. |

* 1. **Страдательный залог простого настоящего и прошедшего времени**

|  |  |
| --- | --- |
| Действительный залог | Страдательный залог |
| We enclose a catalogue with this letter.  We enclose catalogues with this letter. | A catalogue is enclosed with this  letter.  К этому письму прилагается (приложен) каталог.  Catalogues are enclosed with this  letter.  К этому письму прилагаются (приложены) каталоги. |
| We enclosed a catalogue with this letter.  We enclosed catalogues with this letter. | A catalogue was enclosed with this  letter.  К этому письму был приложен (прилагался) каталог.  Catalogues were enclosed with this  letter.  К этому письму были приложены (прилагались, приложили) каталоги. |

* 1. **Страдательный залог (продолжение)**

|  |  |  |
| --- | --- | --- |
| Простое будущее время | We **will quote** this price.  We **will not quote** this price. | This price **will be** quoted.  This price **will not be** quoted. |
| Настоящее совершенное время | We **have** already quoted this price.  We **have not** quoted this price yet. | This price **has** already **been quoted**.  This price **has not been quoted** yet. |
| can | We **can quote** a lower price.  We **cannot quote** a lower price. | A lower price **can be quoted**.  A lower price **cannot be quoted**. |