

МІНІСТЕРСТВО ОСВІТИ І НАУКИ УКРАЇНИ
ХАРКІВСЬКИЙ НАЦІОНАЛЬНИЙ УНІВЕРСИТЕТ
МІСЬКОГО ГОСПОДАРСТВА імені О. М. БЕКЕТОВА

ЗБІРНИК ТЕКСТІВ І ЗАВДАНЬ
для організації самостійної роботи
з дисципліни

ДІЛОВА ІНОЗЕМНА МОВА
(англійська мова)

*(для студентів 5 курсу денної форми навчання
освітньо-кваліфікаційного рівня магістр спеціальності
8.08010104 «Оцінка землі та нерухомого майна»)*

ЗБІРНИК ТЕКСТІВ І ЗАВДАНЬ для організації самостійної роботи з дисципліни «Ділова іноземна мова» (англійська мова) (для студентів 5 курсу денної форми навчання освітньо-кваліфікаційного рівня магістр спеціальності 8.08010104 «Оцінка землі та нерухомого майна») / Харк. нац. ун-т міськ. госп-ва ім. О. М. Бекетова; уклад.: Л. В. Шумейко. – Х.: ХНУМГ, 2014. – 23 с.

Укладач: Л. В. Шумейко

Рецензент: к. філол. н., доц., зав. каф. іноземних мов О. Л. Ільєнко

Затверджено на засіданні кафедри іноземних мов,
протокол № 1 від 04.09.2013

CONTENTS

BCTYII.....	4
UNIT 1.....	5
UNIT 2.....	6
UNIT 3.....	8
UNIT 4.....	9
UNIT 5.....	11
UNIT 6.....	13
UNIT 7.....	15
Grammar references.....	17

ВСТУП

Даний збірник текстів та завдань призначений для студентів 5 курсу денної форми навчання спеціальності 8.08010104 «Оцінка землі та нерухомого майна» з метою вдосконалення і розвитку знань, навичок і вмінь з англійської мови за даною спеціальністю.

Основна мета полягає в тому, щоб відповідно до вимог програми з іноземних мов навчити студентів самостійно читати і перекладати літературу за фахом, робити адекватний переклад англомовної літератури. Тексти і завдання укладені із урахуванням основних дидактичних принципів. Основними критеріями при виборі текстового матеріалу та завдань була його інформативна та пізнавальна цінність. Граматичні завдання спрямовані на закріплення граматичного матеріалу, необхідного для читання англомовної літератури та розвитку навичок говоріння.

UNIT 1

Work at the vocabulary

Find the sentences with these words in the text and translate them into Russian

1. cadastre	кадастр
2. land parcel	участок земли
3. land cultivation	обработка земли
4. negligible	незначительный
5. incapacity	неправоспособность
6. municipality	муниципалитет
7. solvency	платежеспособность
8. digital	цифровой

Read the text and do the tasks after it

The Land Cadastre contains data on land parcels and objects with regard to their position, shape, area, and category, more exactly about land cultivation, solvency, class, cadastre revenue and users. These data are maintained, calculated and recorded on the basis of cadastre parcels, organized by cadastre number and the denomination of the cadastre municipality in which the perspective parcel is located. The position and shape of all cadastral parcels and objects located on the parcel are shown on maps, while other data are recorded in cadastral documentation.

It has to be emphasized that negligible number cadastral maps are transferred into digital form, somewhat more than 1%. The fact that cadastral maps are not at the higher technological level, especially the cadastral maps of cities, is the main reason for incapacity in establishing of modern and integrated information system. That is why there are no possibilities for the efficient space management. Furthermore, in the areas where digital cadastre maps are done, they are not used in adequate manner.

Understanding what you have read

Read the statements and decide if they are true or false

1. The position and shape of all cadastral parcels and objects located on the parcel are shown on maps.
2. The fact that cadastral maps are at the higher technological level, especially the cadastral maps of cities, is the main reason for incapacity in establishing of modern and integrated information system.
3. Negligible number cadastral maps are transferred into digital form, somewhat more than 100%.
4. In the areas where digital cadastre maps are done, they are used in adequate manner.

Fill the gaps with the words given below.

Property, update, cadastre, permit, real estate

1. Land _____ is done according to the data from the state survey of the country.
2. The G sheet indicates the existence of mortgages, servitudes, or contains an annotation that the construction object has been erected without building _____.
3. Real Estate Cadastre, in the part related to registration of _____ rights, is similar to Land Books.
4. The intention of uniting the factual and legal data was to _____ the register more efficient.
5. Private _____ was possible only over agricultural land up to 10 ha and over rural family houses.

Write an abstract of the text completing the sentences and paying attention to the italicized structures

1. The text **is devoted to** _____ .
2. The Land Cadastre **is known to** contain data on _____ .
3. The data **are expected to be** _____ .
4. **It has been stresses in the text that** the position _____ .
5. The main reason for _____ **is mentioned** in the text.

UNIT 2

Work at the vocabulary

Find the sentences with these words in the text and translate them into Russian

- | | |
|----------------|--------------------------|
| 1. register | регистрировать |
| 2. survey | топографическая съемка |
| 3. enclose | вкладывать |
| 4. occupancy | времен. владение, аренда |
| 5. real estate | недвижимость |
| 6. influence | влиять |

Read the text and do the tasks after it

Land book is public register in jurisdiction of the court, where the actual rights on real estates are registered (land, buildings and special part of buildings). Land book is based on data from the Land Cadastre. Condition to register lands, buildings and special part of buildings (such as apartments) is that the lands and buildings have been surveyed, down on the cadastral plan and registered in

cadastral operation files with adequate documentation enclosed (construction permit and occupancy permit).

During domination of public property, it was considered unnecessary to register public and state owned real estates. At that time, Land Books were considered outdated and the private property was marginalized. As the time passed by, Land Books became incomplete, inefficient and not harmonized with data from the Land Cadastre, therefore unusable. This situation didn't happen because the registries were of poor quality, but due to political orientation at the time, which quietly boycotted and did not manage Land Books. This general tendency, which addressed the registration of rights for all real estates, had a great influence on registration of buildings and apartments.

Understanding what you have read

Read the statements and decide if they are true or false

1. Land book is based on data from the Land Cadastre.
2. Condition to register lands, buildings and special part of buildings (such as apartments) is that the lands and buildings have been registered in cadastral operation files.
3. As the time passed by, Land Books became incomplete, inefficient and not harmonized with data from the Land Cadastre, therefore unusable.
4. This general tendency had a great influence on registration of buildings and apartments.

Fill the gaps with the words given below.

Property, involvement, communication, prerequisite, facilitates

1. A unified system for registration of properties and property rights, run by a single agency, _____ the collection, maintenance and distribution of the data.
2. There is no electronic _____ between Municipalities, Courts and Tax Authorities.
3. Involvement of Municipality in the procedure for property formation is a _____ for cadastral registration.
4. The _____ of Courts should be taken into consideration.
5. Further development of _____ law, through reform of the existing regulation is in progress.

Write an abstract of the text completing the sentences and paying attention to the italicized structures

1. The text is **dedicated to** _____ .
2. Land book **is considered to be** _____ .
3. It **is known to be** based on _____ .
4. **It has been pointed out** in the text that _____ .
5. **Special attention is paid to** the period of _____ .

UNIT 3

Work at the vocabulary

Find the sentences with these words in the text and translate them into Russian

1. amend	улучшать
2. record	записывать
3. aim at	нацеливаться
4. focus on	сосредоточивать
5. improvements	усовершенствование
6. revenue	доход
7. holder	владелец, арендатор

Read the text and do the tasks after it

The Law on State Land Survey, Cadastre and Registration of Rights on Real Property, which provided creation of new register of rights over land estates – Real Estate Cadastre was brought into force in 1988. This law is presently in force, and it has been amended many times since 1988. Last time it was amended in 2002. It is important to emphasize that this Law originates from social governing period, when real-estate market practically did not exist and when there was solely cadastral registration. It has not been significantly changed in later amendments of this Law.

The Real Estate Cadastre is the public record of real estate objects and the rights established on them. The REC is established on the basis of gathering and uniting the data from the Land Books, the Title Deed Books and the Land Cadastre. The Real Estate Cadastre united two functions – the classic function and a new one. While the classic function aims at keeping relevant data on land, the new one focuses on the registration of rights. The cadastre, in its new function, takes over the role of the Land Books, until their keeping does not cease completely.

The Real Estate Cadastre contains data about cadastral parcels, buildings, apartments and business improvements, separated parts of buildings and other structures, describing their position and shape, the area, kind of use, solvency, cadastre class, cadastral revenue, actual rights on them and holders of those rights on such real property. Real Estate Cadastre, however, does not contain market value of the real estate, which has negative effect to real estate market.

Understanding what you have read

Read the statements and decide if they are true or false

1. The Real Estate Cadastre is the public record of real estate objects and the rights established on them.
2. The Real Estate Cadastre contains data about business improvements.

3. While the classic function aims at keeping relevant data on land, the new one focuses on holders.
4. Real Estate Cadastre, however, does not contain market value of the real estate, which has negative effect to real estate market.

Fill the gaps with the words given below.

Estimation, up to date, circumstances, assets, accelerated

1. The secure, reliable, _____ an efficient regulation of properties and property right is a prerequisite for the prosperity and welfare of the citizens.
2. The legislation needs to be improved, the procedure for registration of properties and property right should be simplified and _____.
3. _____ must be transformed into the capital in order to help our economy to rise to new level.
4. Clear and secure real property rights, as well as an up to date and reliable registration of real property are the most important _____ for production of capital.
5. _____ of the demand for any heterogeneous good such as housing presents a variety of difficult problems.

Write an abstract of the text completing the sentences and paying attention to the italicized structures

1. The **issues of** _____ **have been considered** in the text.
2. **It has been stressed** in the text that _____.
3. This Law **is considered to** originate from _____.
4. The Real Estate Cadastre **is known to** be _____ and to be based on _____.
5. Two _____ **are mentioned** in the text.
6. The Real Estate Cadastre **is expected to** contain data _____.

UNIT 4

Work at the vocabulary

Find the sentences with these words in the text and translate them into Russian

- | | |
|----------------|-----------------------|
| 1. maintain | вести, поддерживать |
| 2. deed | документ, дело |
| 3. sheet | ведомость, список |
| 4. income | доход, заработок |
| 5. overview | обзор |
| 6. entity | экономическая единица |
| 7. restriction | ограничение |

Read the text and do the tasks after it

The Real Estate Cadastre consists of: the work original maps, the collection of deeds and the cadastral documentation. The work original of maps is a copy of the archives original and serves for maintaining of the survey and the Real Estate Cadastre. The collection of deeds consists of the originals or certified copies of deeds important for the registration of rights on the real property.

The cadastral operate consists of real property sheets. According to the data from the real property sheets, the following documentation is made:

- an index of cadastral parcels,
- a list of the cadastral income,
- a collected overview of surfaces and cadastre income according to the purpose of use and the cadastral classes and
- an alphabetical index of owners, holders of the right of use and holders of the real properties.

The real property sheet contains data on

- the real estate (parcel of the land) (A sheet),
- the holder of the rights on real estate (B sheet),
- building, apartment, business improvements as special parts of the building and additional construction property as well as the entity or holder of the rights on those parts (V sheet),
- restrictions to rights on real estate (encumbrances) (G sheet).

The A sheet contains data on the real estate, the number of the sheet of the real estate, the cadastral municipality, the number of the parcel, address, the type of use, the cadastral class, area, the cadastral revenue, as well as the kind of real estate.

The B sheet contains data on the holder of the rights on the real estate, the number of the sheet of the real estate, the cadastral municipality, name, address, seat of the holder, the type of right, the category of ownership and the extent of the right.

The V sheet contains data on building and other improvements as well as the holders of the rights on these buildings, the number of the sheet of the real estate, the cadastral municipality, the number of the parcel, the number of floors, the legal status of the property, the type of use and the kind of the improvements, address of the property, house number, the holder of the rights and the extent of the right.

The G sheet contains data on charges and encumbrances, the number of the sheet of the real estate, the cadastral municipality, the number of the parcel, the number of the special part of the building, the kind of use of the special part of the building, the type of encumbrance and obligor, the date of the entry, and the duration of the encumbrance.

Understanding what you have read

Read the statements and decide if they are true or false

1. The Real Estate Cadastre consists of the work original maps.
2. The cadastral operate consists of real property sheets.

3. The A sheet contains, name, address, seat of the holder.
4. The G sheet contains data on building and other improvements.

Fill the gaps with the words given below.

Identification, monopoly, demand, parcels, cadastral

1. The position and shape of all _____ parcels and objects located on the parcel are shown on maps, while other data are recorded in cadastral documentation.
2. The Land Cadastre contains data on land _____ and objects.
3. Estimation of the _____ for any heterogeneous good such as housing presents a variety of difficult problems.
4. It is clear that the State has monopoly over the urban construction land, and when _____ exists there is no true market.
5. The most widely perceived difficulty afflicting estimation of demand for housing attributes is the “_____” problem.

Write an abstract of the text completing the sentences and paying attention to the italicized structures

1. **The issues of _____ have been described** in the text.
2. **The Real Estate Cadastre is known to consist of _____** .
3. **It has been pointed out** in the text that the collection of deeds _____ .
4. The cadastral operate **is considered to consist of _____** .
5. The real property sheet **is presented** as the sheet consisting of _____ .
6. Different sheets containing valuable _____ **are described** in the text **in detail**.

UNIT 5

Work at the vocabulary

Find the sentences with these words in the text and translate them into Russian

- | | |
|---------------|------------------------------|
| 1. redemption | выкуп |
| 2. acquire | приобретать, получать |
| 3. renounce | отказываться (от прав) |
| 4. fee | оплата |
| 5. convey | передавать (в собственность) |
| 6. marginal | минимально эффективный |
| 7. undermine | разрушать |

Read the text and do the tasks after it

Today, in 95% of all the cases, apartments are in private ownership. In the beginning of 90ties, after the Law on apartment redemption was passed, almost all public apartments were bought out by their residents, at the time being – holders of occupancy rights. Within the cities, only the state is landowner. This means that the land where buildings are erected (construction land) is still in state ownership, while owners of the building acquires only use right over the land above building and land necessary for ordinary use of the building (cadastral parcel). The State can only renounce construction land to be used, with appropriate fees being paid, but paying the fee does not create any kind of ownership rights over the land, nor any kind of sales of such land is possible, by the person whom the land was renounced to, in regard to utilization of the land. When the property owner sells the building, the right of use over the land under the building and land needed for the ordinary use of the building must be conveyed, too. From above described situation, it is clear that the State has monopoly over the urban construction land, and when monopoly exists there is no true market, which makes investing into any kind of construction difficult.

So, it is certainly obvious that the private property is still marginalized. By the fact of not bringing into force the Law on restriction represents clear signal that the private property was still undesirable. That complicates, and undermines as well the privatization process, whose end cannot be seen. That is why the status of urban construction land is not being solved that represents special problem and has negative impact to real estate market development.

Understanding what you have read

Read the statements and decide if they are true or false

1. . In the beginning of 90ties, after the Law on apartment redemption was passed, almost all public apartments were sold out by their residents.
2. The State can not renounce construction land to be used, with appropriate fees being paid.
3. It is clear that the State has monopoly over the urban construction land.
4. That is why the status of urban construction land is not being solved that represents special problem.

Fill the gaps with the words given below.

Functions, domination, record, outdated, improvements

1. During _____ of public property, it was considered unnecessary to register public and state owned real estates.
2. The Real Estate Cadastre is the public _____ of real estate objects and the rights established on them.
3. The Real Estate Cadastre contains data about cadastral parcels, buildings, apartments and business _____.

4. Land Books were considered _____ and the private property was marginalized.
5. The Real Estate Cadastre united two _____ – the classic function and a new one.

Write an abstract of the text completing the sentences and paying attention to the italicized structures

1. **The issues of _____ have been described** in the text.
2. **It has been pointed out** in the text that _____ .
3. **The State is expected only to _____** .
4. **It is known to have monopoly over _____** .
5. **Private property is considered to be _____** .
6. **Special attention is paid to the negative _____** .

UNIT 6

Work at the vocabulary

Find the sentences with these words in the text and translate them into Russian

- | | |
|------------------|-----------------------|
| 1. estimation | оценка |
| 2. demand | спрос |
| 3. heterogeneous | разнородный |
| 4. accounting | учет, отчетность |
| 5. hedonic | гедонический |
| 6. elucidate | разъяснять, объяснять |
| 7. consistency | последовательность |

Read the text and do the tasks after it

Estimation of the demand for any heterogeneous good such as housing presents a variety of difficult problems, some of which are rarely encountered in other economic contexts.

What is peculiar about this is that while there have been a variety of papers which discussed and clarified the nature of the problem, there have been few which used actual housing market data to illustrate how much difference a proper accounting of the problem made to final estimates. In part this was no doubt due to the difficulty of producing estimates which do take proper account, but in part it was also due to the somewhat limited intersection between the set of economists interested in elucidating proper econometric practice and the set of economists seeking to use hedonic analysis as a tool for understanding markets or conducting policy analysis.

A second peculiar aspect has been the enthusiasm with which the “lack of consistency” due to failure to use a proper instrumental variables technique has been criticized, while other sources of bias receive little in the way of respect attention. Most obvious of these other sources has been the failure to include almost certainly relevant variables in hedonic models, particularly the structure location.

Economists have become accustomed to accepting data as they find it, warts and all. They then agonize about how optimally to analyze this data, even if the reduction in error obtained from this optimization is trivial compared to the error caused by the structure of the data. This occupational hazard applies with particular force to practitioners in the hedonic modeling area.

Understanding what you have read

Read the statements and decide if they are true or false

1. Estimation of the demand for any good presents a variety of difficult problems.
2. Economists have become accustomed to accepting data as they find it, warts and all.
3. Most obvious of these other sources has been the failure to include almost certainly relevant variables in hedonic models.
4. This occupational hazard applies with particular force to practitioners in the hedonic modeling area.

Fill the gaps with the words given below.

Property, price, welfare, data, housing

1. The stochastic nature of the relation between attribute quantities and house _____ will impart some uncertainty to the estimated hedonic prices.
2. The cadastral operate consists of real _____ sheets.
3. The spatial structure of housing markets is obvious to anyone engaged in analysis of the _____ market.
4. Housing and residential construction are of central importance for determination of both the level of _____ in society and the level of aggregate economic activity.
5. In many markets there are standard construction cost _____ sources which give some estimate of the marginal cost of attribute supply.

Write an abstract of the text completing the sentences and paying attention to the italicized structures

1. **The issues of _____ have been described** in the text.
2. Estimation of the demand for _____ **is known to present** _____ .
3. **Much attention is paid to** _____ .
4. **It has been stressed in the text that** _____ .
5. Economists **are considered to** become accustomed to _____ and to analyzing _____ .

UNIT 7

Work at the vocabulary

Find the sentences with these words in the text and translate them into Russian

1. identification	отождествление
2. confusion	путаница
3. supply	предложение
4. household	домашнее хозяйство
5. benefit	польза, прибыль
6. quantity	количество
7. variable	переменный

Read the text and do the tasks after it

The most widely perceived difficulty afflicting estimation of demand for housing attributes is the “identification” problem which arises because of the endogeneity of attribute prices. Although the problem is technically one of identification, it is useful to avoid confusion with the econometric difficulties faced when attempting to estimate the parameters of demand and supply simultaneously. For studies based on cross sectional data with units of observation large enough to influence market prices, such difficulties may indeed arise. Most hedonic studies, however, are based upon data sets with observations of individual household decisions and incomes.

For estimates based on individual data, the first response might be to argue that there is no problem in estimation. The individual demands or “marginal benefit functions” are determined taking the hedonic prices as exogenous.

This perspective holds that since we have observations of individual behavior, along with the prices and incomes which have produced that behavior, we can estimate the structural equations of household demand as long as we are willing to assume that a common preference ordering determines the decisions of all households. All that is required are data in which there is linearly independent variation in income and hedonic prices, and the estimates will be really obtained.

The first objection to this perspective is the simple one that the hedonic prices are not known with certainty, but must be estimated. The stochastic nature of the relation between attribute quantities and house price will impart some uncertainty to the estimated hedonic prices. To this one might reply that demand estimation is a classic “errors in variables” problem, and that as long as the hedonic price function has been correctly specified, the parameters will be consistently estimated and for large samples we need not to worry.

Understanding what you have read

Read the statements and decide if they are true or false

1. For estimates based on individual data, the first response might be to argue that there is no problem in estimation.
2. The first objection to this perspective is the simple one that the hedonic prices are known with certainty, but must be estimated.
3. The stochastic nature of the relation between attribute quantities and house price will impart some uncertainty to the estimated hedonic prices.
4. All that is required are data in which there is linearly independent variation in income and hedonic prices, and the estimates will be really obtained.

Fill the gaps with the words given below.

Multiple, occupants, toolbox, correspond, helpful

1. From a theoretical perspective, estimation of demand from _____ markets requires the assumption of a common demand structure in all markets covered.
2. The second data source contains much better information concerning location, but typically contains no detail concerning the _____.
3. Hedonic analysis of housing markets is an important part of the _____ of applied urban economics.
4. Models should be specified so that they _____ to the restrictions implicit in the theory of urban housing markets.
5. Data from multiple markets will always be _____, and will increase the in-sample variability in income and hedonic prices.

Write an abstract of the text completing the sentences and paying attention to the italicized structures

1. **The issues of _____ have been described** in the text.
2. **It has been stressed in the text that _____** .
3. Most hedonic studies **are known to be _____** .
4. The individual demands or “marginal benefit functions” **are expected to be _____** .
5. Demand estimation **is considered to be _____**, and as long as the hedonic price function has been correctly specified, the parameters will be consistently estimated and for large samples.

Grammar reference

The Gerund

	Active	Passive
Indefinite	writing	being written
Perfect	having written	having been written

The gerund can be used in the sentence as subject, predicative and object, It can be preceded by a preposition, by a possessive pronoun or a noun in the Possessive case.

Reading is useful. (subject)
My hobby is **traveling**. (predicative)
He is fond of **playing** tennis. (object)

The gerund can be used after:

a) such verbs as: *begin, start, stop, go on, continue, keep on, finish, give up, like, hate, prefer, enjoy, remember, avoid, deny, forgive, intend, suggest, propose, forgive, need, want, require, mind.*

I *started* **learning** English two years ago.
He *gave up* **smoking** at the age of fifty.
We *enjoy* **traveling** by car.
I *suggest* **taking** a taxi.
I *remember* **going** to the country.
My car *needs* **repairing**.
I don't *mind* **speaking** English.

b) verbs with prepositions: *thank for, agree to, put off, approve of, succeed in, speak of, prevent from, insist on, object to, persist in, think of.*

I *think of* **buying** a new flat.
I *thank you for* **helping** me.
He *insisted on* **traveling** abroad.

c) such prepositions as: *by, before, without, instead of, after, on (upon, by, in spite of.*

After **passing** the exams he went to the seaside.
She went to school *without* **having** breakfast.
He went for a walk *instead of* **doing** his homework.

d) some abstract nouns with prepositions: the idea of, the importance of, the reason for.

He didn't understand *the importance of learning* foreign languages.

I liked *the idea of spending* the weekend in the country.

e) some expressions: *be fond of, be tired of, be interested in, it's no use, it's no good, it's worth, can't help, look forward to, be surprised at, be used to, be accustomed to* etc.

I *am fond of reading* detective stories.

She *couldn't help laughing*.

This film *is worth seeing*.

The Past Perfect Tense

had + Participle II

1. Употребляется для выражения действия, состоявшегося ранее другого действия в прошлом, выраженного глаголом в **Past Indefinite**:

I told you I **had sold** my car.

When she came home I **had** already **done** my homework.

We **had studied** the problem seriously before we began to discuss it.

2. Употребляется для выражения минувшего действия, которое уже закончилось к определенному моменту в прошлом.

I **had done** my homework by eight o'clock.

The Infinitive

	Active	Passive
Indefinite	to write	to be written
Continuous	to be writing	-
Perfect	to have written	to have been written

Indefinite Infinitive употребляется:

1. Если действие, которое он выражает, является одновременным с действием, выраженным глаголом-сказуемым предложения:

I am sorry **to hear** it.

It is interesting **to read** books in English.

2. С глаголами, которые выражают намерение, надежду, желание и т.п.:

I decided **to go** alone.
We hope **to see** you soon.

3. С модальными глаголами часто выражает будущее действие:

They may **come** tomorrow.
He should **see** a doctor.

Continuous Infinitive выражает длительное действие, которое происходит одновременно с действием, выраженным глаголом-сказуемым:

She seemed **to be listening**.
It was pleasant **to be driving** a car again.

Perfect Infinitive выражает действие, которое предшествует действию, выраженному глаголом-сказуемым:

I was pleased **to have translated** the article.

С модальными глаголами **should, ought, could, might** в утвердительной форме, а также после **was/were** в модальном значении указывает на то, что действие **не состоялось**:

He should **have seen** a doctor.
He was **to have done** it.

The Infinitive употребляется в **страдательном залоге**, если существительное или местоимение, к которому он относится, обозначает **объект** действия, выраженного инфинитивом:

She didn't want **to be found**.

Infinitive constructions

The Objective-with-the-Infinitive Construction is used after verbs:

a) of sense perception: *to hear, to see, to watch, to feel, to observe, to notice*, etc.

I saw him **enter** the room.
I haven't heard anyone **call** me.

b) of mental activity: *to know, to think, to consider, to suppose, to find, to feel, to expect*, etc.

I know him **to be** honest.
Everybody expected Ann **to marry** him.

c) of declaring: *to pronounce, to declare, to report*

She declared him **to be** the most hardworking student.

d) of wish and intension: *to want, to wish, to desire, to mean, to intend.*

He intended me **to go** with him.

She desired me **to follow** her upstairs.

e) of order and permission: *to order, to allow, to suffer* (допускать, разрешать), etc.

She ordered his carriage **to be** ready early in the morning.

f) of feeling and emotion: *to like, to dislike, to love, to hate, cannot bear*, etc.

I dislike you **to talk** like that.

I cannot bear you **to make** noise.

g) of compulsion: *to make* (заставить), *to cause* (заставить), *to get* (добиться), *to have* (заставить).

The noise caused her **to awake**.

I cannot get her **to learn** this rule.

The Subjective Infinitive Construction is used with verbs denoting:

a) sense perception: *to see, to hear*, etc.

He was seen **to disappear** in the distance.

b) mental activity: *to think, to consider, to know, to expect, to believe, to suppose*.

He was considered **to be** a great man.

She is known **to be** a good expert.

Functions of *one, that, it*

One

The indefinite personal pronoun *one* is often used in the sense of any person or every person in the function of a subject or an object. It may also be used in possessive case.

One must keep *one's* word.

One doesn't like to be punished.

2. **One** may be used as a word-substitute (in singular and in plural):

This book is more interesting than that **one**.

These books are more interesting than those **ones**.

The next day was even worse than the **one** before.

That

1. **That** may be used as a demonstrative pronoun and points at what is farther away in time or space. **That** may be applied both to a person and a thing.

I like **that** fellow.

That house was a sort of Chinese pill-box.

2. **That** is also used in the function of a conjunction in compound sentences.

He didn't know **that** we had already passed our exams.

It

1. **It** stands for a definite thing:

The door opened. **It** was opened by a stranger.

2. **It** points out some person or thing expressed by a predicative noun.

It was a large room with a great window.

3. The impersonal **it** is used:

a) to denote natural phenomena: **It** often rains in autumn. **It** is cold.

b) to denote time and distance: **It** is half past six. **It** is a long way from here.

4. The introductory **it** introduces the real subject:

It's no use speaking to him about that.

It was interesting to speak to her.

5. The emphatic **it** is used for emphasis:

It was he who had bought my old house.

Passive Voice

to be + Participle II

Present Simple

A house **is built** by my friend.
Books **are taken** from the library.
This work **can be done** by him today.

Past Simple

A letter **was written** by Dan.

Future Simple

A new car **will be bought** by him next year.

Present Perfect

The car **has been** already **sold**.

Present Continuous

The problem **is still being discussed**.

Participle I, Participle II

Participle I	Active	Passive
Present Participle	writing	being written
Perfect Participle	having written	having been written
Participle II	-	written

The girl **speaking** to her friend is my sister.
Who is this **smiling** boy?
The weather **being** fine, we went to the country.
Being late I took a taxi.

Having passed the exams he went to the seaside.

When **crossing** the street first look to the left.

I didn't like the book, **written** by him.

Навчальне видання

ЗБІРНИК ТЕКСТІВ І ЗАВДАНЬ
для організації самостійної роботи
з дисципліни

ДІЛОВА ІНОЗЕМНА МОВА

(англійська мова)

*(для студентів 5 курсу денної форми навчання
освітньо-кваліфікаційного рівня магістр спеціальності
8.08010104 «Оцінка землі та нерухомого майна»)*

Укладач: **ШУМЕЙКО** Людмила Василівна

Віповідальний за випуск: *О. Л. Ільєнко*

За авторською редакцією

Комп'ютерний набір і верстання: *Л. В. Шумейко*

План 2014, поз. 428М

Підп. до друку 02.06.2014

Друк на ризографі.

Зам. №

Формат 60x84/16

Ум. друк. арк. 1,9

Тираж 50 пр.

Видавець і виготовлювач:

Харківський національний університет
міського господарства імені О. М. Бекетова,
вул. Революції, 12, Харків, 61002

Електронна адреса: rectorat@kname.edu.ua

Свідоцтво суб'єкта видавничої справи:

ДК № 4705 від 28.03.2014 р.