

MINISTRY OF EDUCATION AND SCIENCE OF UKRAINE

**O. M. BEKETOV NATIONAL UNIVERSITY
of URBAN ECONOMY in KHARKIV**

Methodological guidelines
for practical work
on the subject

**“Foreign Language for Professional
Communication”**

*(for 2-year PhD students
of Transport Technologies specialties)*

Kharkiv – O. M. Beketov NUUE – 2020

Methodological guidelines for practical work on the subject Foreign Language for Professional Communication (for 2-year PhD students of Transport Technologies specialties) / O. M. Beketov National University of Urban Economy in Kharkiv ; com. O.L. Ilyenko – Kharkiv : O. M. Beketov NUUE, 2020. – 66 p.

Compiler O. L. Ilyenko, Ph. D. in Philology

Reviewer L. Ya. Zhuk, Ph. D. in Philology

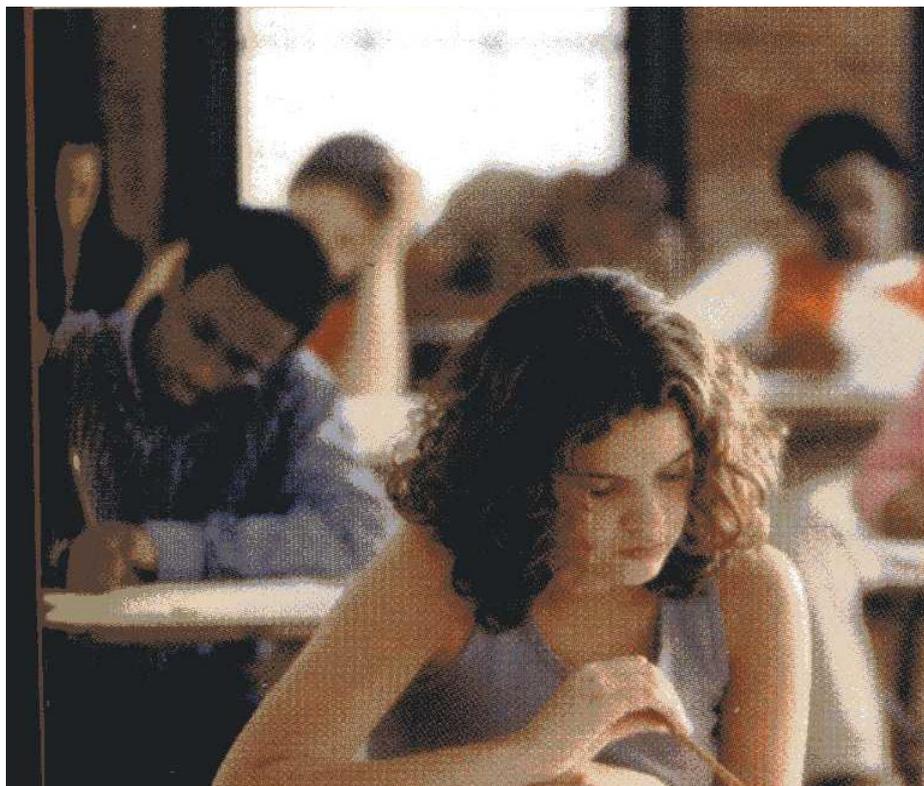
Recommended by the department of foreign languages, record № 7 of 6.02.2018.

INTRODUCTION

Dear Student,

This booklet is designed to help you learn and practice the English that you will need in a variety of professional situations in transport systems and logistics. You have already had experience working with professional materials during the first year of studying at the academy but the present paper deals with the issues you will need as a student of the fifth-six years. The booklet actively involves you in reading and discussing texts presenting information on the latest developments in the field, study professional vocabulary in the field, appropriate grammar material and write abstracts, i.e. to do a variety of activities designed to prepare you for the situations that you will face in your job. We know that a booklet can't tell you everything, but the teacher can give you some useful tools for when you are at work and need to use English. The author hopes that you enjoy the activities prepared for you and presented in the booklet.

The booklet contains Control Test 1 and Control Test 2. Each Control Test has five variants. The variant you do is determined by the last number in your student's book «Залікова книжка»: 1, 2 – *Variant 1*; 3, 4 – *Variant 2*; 5, 6 – *Variant 3*; 7, 8 – *Variant 4*, 9, 0 – *Variant 5*.



CONTROL TEST 1



VARIANT 1

I. Read the text and translate it into your native language.

ROAD TRANSPORT: VEHICLE SELECTION

As with most of the decisions, there are a number of aspects that need to be considered when trying to make the most appropriate choice of vehicle. Vehicle selection decisions should not be made in isolation. It is essential that all the various aspects should be considered together before any final conclusions are drawn. There are three primary areas that need to be carefully assessed — *efficiency, economy and legality*.

Efficiency, in this context, means the most effective way to do the job, based on a number of important factors. The truck should be fit for purpose. These factors might include:

- the nature of the operation, i.e. annual mileage, the terrain, climate, etc;
- the characteristics of the load, i.e. physical features, weight, etc;
- the specification of the vehicle, i.e. engine, gearbox, axle configuration, body, etc.

The area of *economy* is concerned with the purchase price and operating costs of different choices of vehicle. There are a number of points that should be taken into account. These should be analysed and compared with the costs and performance of the various alternative vehicles. The main points concerning economy are:

- the fixed cost of a vehicle, i.e. depreciation, licences, insurance, etc;
- the variable cost of a vehicle, i.e. fuel, tyres, maintenance, etc;
- the residual value of a vehicle (some types of uncommon vehicle do not have good resale values);
- the whole life costs of the vehicle, i.e. a calculation of the above cost over a given life of the vehicle;
- utilization factors, i.e. fuel efficiency, other costs per mile/kilometer, etc;
- vehicle acquisition, i.e. outright purchase, contract hire, lease, etc.

The *third* and final area for consideration in vehicle selection is that of *legality*. This emphasizes the need to ensure that vehicles are selected and operated within the existing transport legislation. Transport law is complicated and ever-changing, so constant awareness is imperative. The major factors concern:

- operator's licenses;
- construction and use regulations;
- weights and dimensions of vehicles;
- health and safety features, i.e. seatbelts, handrails, walkways, etc;
- mandatory environmental features, i.e. airbrake silencers, emission controls, etc.

II. Answer the following questions using the information of the text.

1. What are the main areas which should be considered in choice of vehicles?
2. Which factors are included into efficiency assessment?
3. What are the main factors influencing the economic area of vehicles choice?
4. Why is the legal aspect of vehicle selection essential? Name the main factors of the legal aspect in transport means selection.

III. Complete the following table using the correct forms of verbs and nouns.

	Verb	Noun
1.	to provide	
2.		storage
3.	to support	
4.		delivery
5.		distribution
6.	to maintain	
7.		transportation
8.		purchasing

IV. Match the different types of freight traffic (1-6) with the definitions (a-f).

- 1. multimodal
- 2. piggyback
- 3. intermodal
- 4. unaccompanied
- 5. block train
- 6. single-wagon

- a. The driver does not stay with his road vehicle during transport by rail or ferry.
- b. Goods are transported in the same loading unit or vehicle using different modes of transport. The handling of the freight itself is not necessary when changing modes.
- c. A single shipper uses a whole train which is run directly from the loading point to the destination. No assembling and disassembling is required,
- d. Carriage of goods by at least two different modes of transport, e.g. shipping by motor lorry and aircraft,
- e. Train is formed out of individual wagons or sets of wagons which have different origins and different destinations,
- f. Combines road and rail transport: whole motor lorries, trailers or swap-bodies are carried by rail.

V. Complete the sentences with the words from the box.

road transport	reliability	increasing	modes of transport
flexibility	air freight	cost advantages	

From the viewpoint of the different _____, it seems likely that the higher productivity and adaptability of road freight transport

together with the _____ demands on service levels will put additional pressure on rail, and strengthen the already strong position of _____. If concepts such as just-in-time continue to flourish, with the requirement for regular, frequent deliveries, _____ and reduced stock levels, then it will be less easy for rail and water transport to compete. Railway companies need to develop intermodal systems to offer flexibility and _____ comparable to road freight transport and container services. For long-distance movement, rail should be able to compete with road. _____ should continue to flourish in the niche area of fast delivery from global stock-holding centers. Computerized systems should enable improvements in _____ and transit times for all modes.

VI. Complete the sentences with the passive form of the verbs in brackets.

1. A system in which the inventory _____ (monitor), planned and managed by the manufacturer on behalf of the customer (often a retailer).
2. A system which is similar to CRP. It _____ (use, often) for products that need to be supplied frequently and in small batch sizes.
3. It means that orders _____ (transfer) electronically to the manufacturer. Then they _____ (deliver) to the retail store.
4. Real-time demand _____ (identify) by electronic cash register and the product movement _____ (co-ordinate) from supplier to the retail store.
5. Products that have similar characteristics regarding their selling profile _____ (categorize) into 'families'.

VII. Read the following text and make an abstract (100-150 words).

STRATEGIC SOURCING IN PROCUREMENT

Most companies and governments today are under increasing pressure to operate more efficiently. And many of them are realizing that effective procurement can reduce costs, improve processes and increase productivity. In the past few years *strategic sourcing* has become a frequently used approach in this context.

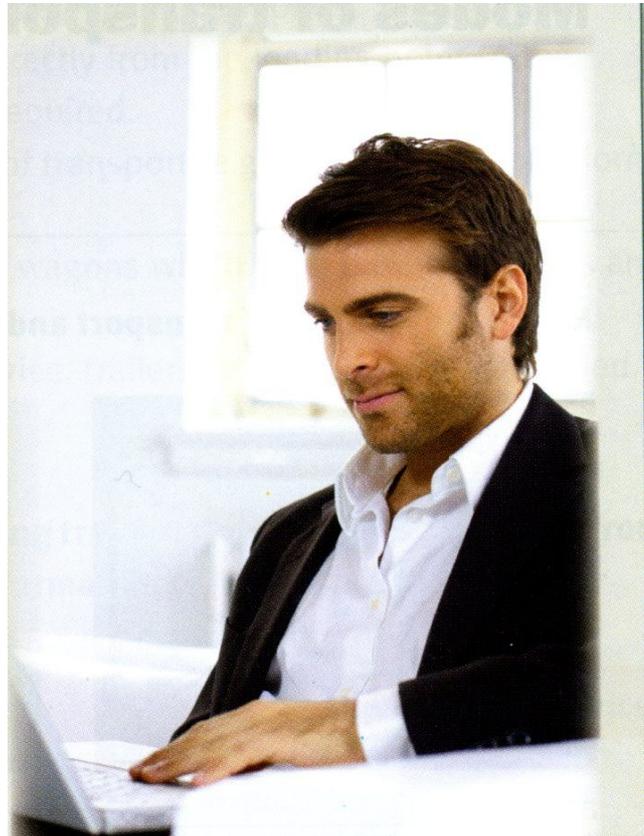
But what is *strategic sourcing*. To put it simply, it means that companies are adopting a new strategy for how they buy services and products.

Strategic sourcing is a systematic process of analyzing expenditures, internal and external influences, and

finding out what kind of supplier relationships are necessary to help achieve the company's goals. Before the company decides to purchase a product or service, *strategic sourcing* is used to consider the total cost of a product or action, not just the price alone.

In the past, many purchasing managers neglected the fact that low purchase cost does not necessarily mean low total cost. In a *strategic sourcing* process other costs are examined as well e.g. the cost of purchasing, transport, support, maintenance, and disposal.

Leading companies have realized how much they can benefit from *strategic sourcing*, and many have already achieved impressive cost reductions.



VARIANT 2

I. Read the text and translate it into your native language.

MAIN VEHICLE TYPES

There is a variety of vehicle types. *The motor vehicle* is a mechanically propelled vehicle intended for use on roads. If a vehicle is driven by petrol or diesel, by gas turbine, by electric battery or by steam generation, it is classified as a motor vehicle.

A goods vehicle is a motor vehicle or trailer that is constructed to carry freight. The term covers all such vehicles, but there are also distinct definitions that relate to the different weights of goods vehicles.

A trailer is a goods vehicle that is drawn by a motor vehicle. There are two main types of trailer: 1) a draw-bar trailer that has at least four wheels and actually supports its load of its own accord; and 2) a semi-trailer, which is a trailer that forms part of an articulated vehicle. This trailer does not support the load on its wheels, but only when it is standing with the use of legs or jacks at one end.

An articulated vehicle is a combination of motive unit (tractor) and semi-trailer (see Fig 1). Thus, the trailer carries the load and the motive unit pulls the trailer.

A rigid vehicle is a goods vehicle where the motor unit and the carrying unit are constructed as a single vehicle (see Figure 2).

A small goods vehicle is a goods vehicle where the permissible maximum weight does not exceed 3.5 tonnes. This weight includes the load and also any additional trailer that may be pulled. *A medium goods vehicle* is one where the permissible maximum weight, including any trailer, exceeds 3.5 tonnes but does not exceed 7.5 tonnes. *A heavy goods vehicle* is a goods vehicle where the permissible maximum weight, again including any trailer, exceeds 7.5 tonnes (see Figure 3).

There are two main reasons why these definitions have been outlined so carefully. The first is to provide a clear definition of the main types of vehicle available. The second is to differentiate between vehicle types for the purpose of interpreting some of the legal requirements for transport.



Figure1 Articulated vehicle made up of a tractor and semi-trailer



Figure 2



Figure 3

II. Answer the following questions using the information of the text.

1. What are the main characteristics of a motor vehicle?
2. Which characteristic help to distinguish goods vehicles?
3. What is the difference between the two main types of trailers?
4. Which characteristics differentiate a small, medium and heavy goods vehicles?
5. Why is it so important to carefully outline the type of vehicle?

III. Complete the following table using the correct forms of verbs and nouns.

	Verb	Noun
1	receive	
2		equipment
3	carry	
4		assembly
5		Location
6	distribute	
7	provide	
8		credit

IV. Match the words (1-5) with the pictures (a-e) on the following page.

- 1 bale
- 2 chest
- 3 barrel/cask
- 4 drum
- 5 crate



a



b



c



d



e

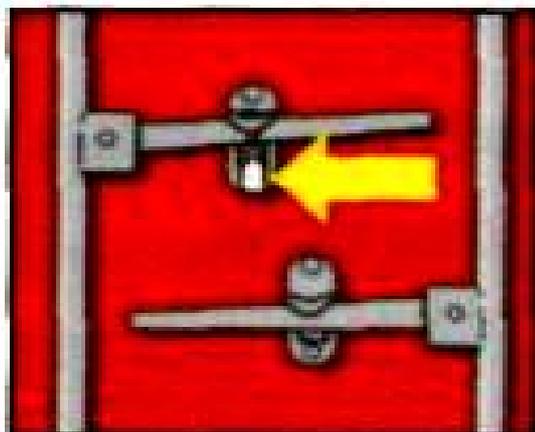
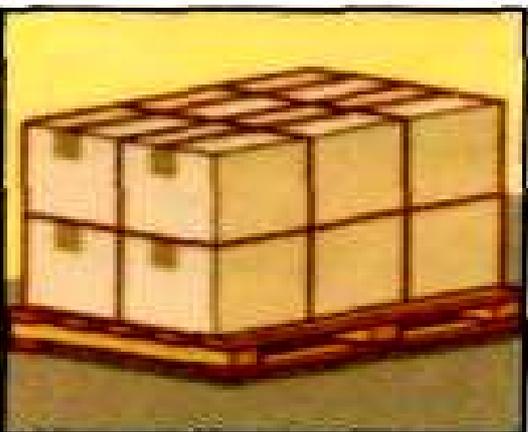
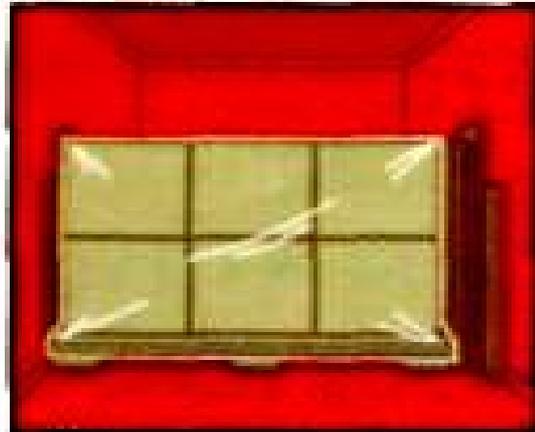
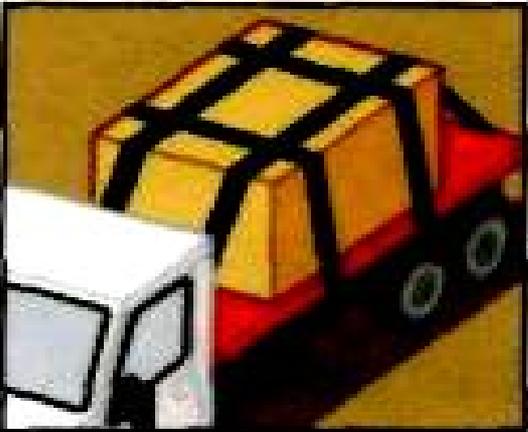
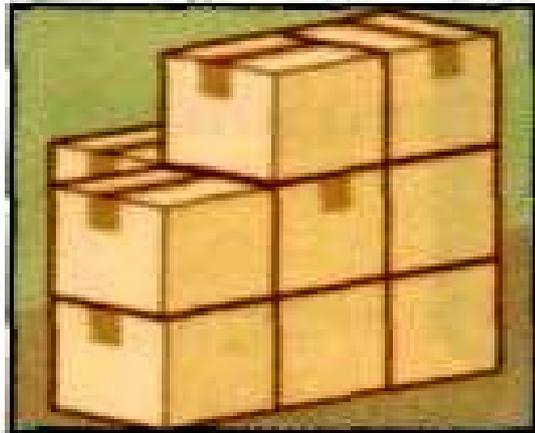
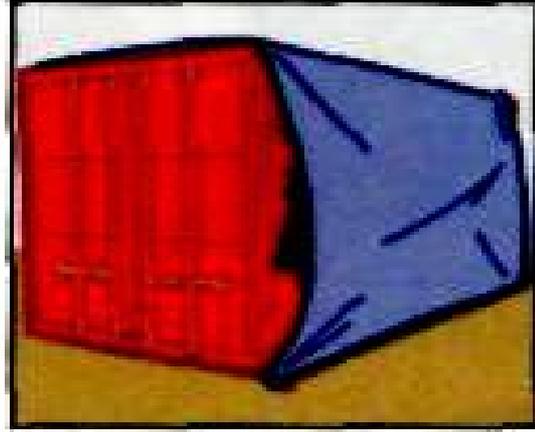
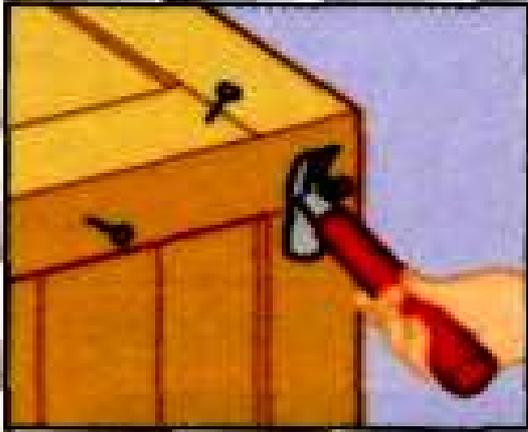
V. Complete the sentences with the words from the box. Pictures on the next page will help you select the correct word.

carefully	attention	overhanging	sure	place	examine
secure	instructions	fit	distribute	exceeded	diagonally

1. _____ vehicle carefully.
2. Do not place items _____ across the wagon.
3. When loading is complete, ensure that it fully complies with the _____ given in our Rail Instructions Manual.
4. Examine load carefully and make _____ it is undamaged and suitable for loading.
5. _____ longer, heavier pieces on the bottom of the load.
6. Make sure that load is _____ .
7. Ensure vehicle is _____ to be loaded.
8. Strap _____ loads.
9. When checking the vehicle, give special _____ to door securing mechanisms.
10. Examine vehicle and load _____ after loading.
11. _____ load as evenly as possible and make sure wheels are evenly loaded.
12. Check whether vehicle capacity has not been _____ .

VI. Complete the sentences with the passive form of the verbs in brackets.

- a. After the unit load _____ (check), it goes into automated storage.
- b. As soon as an appropriate location _____ (identify) by the warehouse management system, a put-away instruction _____ (must, issue).
- c. After the vehicle driver _____ (report) to the gatehouse, the vehicle documentation _____ (check) by staff.
- d. Then the packages _____ (process) i.e. they _____ (may, label) with bar codes.
- e. The goods _____ (check) on unloading.
- f. After that, staff _____ (direct) the driver to an unloading bay or a parking area.



VII. Read the following text, label the paragraphs with the correct headings from the box and make an abstract (100-150 words).



RECENT TRENDS IN 3PL

Today's role of major providers
Changing logistics requirements for manufacturers
3PL in the past
New challenges for 3PL
Change in logistics concepts

1 _____

Until a few years ago, companies used to outsource only parts of their logistics operations to providers specializing in services such as distribution or warehousing. A single company sometimes had several third-party logistics providers (3PLs).

2 _____

The globalization of trade and increasing demand for services, however, has led to a drastic shift in logistics concepts and management with an impact on both producers and logistics providers.

3 _____

As far as manufacturers are concerned, logistics management has become a lot more complex. By now, many of them have learned that outsourcing single segments to different providers has not really made their logistics operations more efficient. That is why they are looking for providers who can provide a higher level of service and more comprehensive supply chain solutions.

4 _____

For 3PLS all over the world, requirements keep getting more demanding with customers asking for a wider range of logistics solutions. Apart from that, logistics providers today are facing an increasingly tough and highly competitive market. In recent years, growing pressure on prices has led to a decrease in profit margins. In order to compensate for this, many third-party logistics providers now offer value-added services for their customers. Due to fierce competition in the 3PL market, however, experts predict that only the big international players will be able to work profitably in the future.

5 _____

The big global players, also called super-3PLS, can provide their customers with comprehensive supply chain or end-to-end solutions. These services usually include forwarding, transportation, consolidation, customs brokerage, warehousing, and distribution, as well as a range of value-added services.

VARIANT 3

I. Read the text and translate it into your native language.

TRANSPORT MEANS. TYPES OF OPERATION

Goods vehicles are required to undertake a wide variety of jobs. For each of these different jobs, it is important that the most appropriate type of vehicle is chosen. Some jobs or operations may require a vehicle with a powerful engine; others may necessitate a good clutch and gearbox because of high usage. Consideration must therefore be given to the work that the vehicle will be doing for the majority of its working life, and also to the conditions within which it must operate. The most important classifications are described below.

Vehicles that are required to travel long distances tend to be involved in **trunking (line-haul) operations**. A trunking (line-haul) operation is one where the vehicles are delivering full loads from one supply point (e.g. a factory) to one delivery point (e.g. a warehouse or distribution depot). Such long-distance journeys tend to include a large amount of motorway travel; thus the vehicle is often involved in carrying heavy loads at maximum permissible speeds. Further to this the vehicle may be used throughout a 24-hour, seven-day duty cycle. Clearly, for this duty cycle a very high specification is required if service failures are to be avoided. Professional operators usually deploy their newest vehicles on this duty cycle early in the vehicles' life before 'retiring' them to less critical work. These vehicles are often large articulated or draw-bar combinations, given that the loads are often full loads moving from point to point and maximum loads bring the best vehicle economy.

Vehicles involved in **middle-distance runs** (i.e. 100–200 miles/150-300 kilometers per day) are probably delivery vehicles making one or two drops per day from a depot to large customers. Typical journeys might involve a mixture of motorway and major and minor roads. The specification of vehicles on this duty cycle must also be reasonably high to avoid in-service breakdowns.

There are a number of duty cycles that require trucks to travel relatively **short distances** in a day. The main example is local delivery work or what is often known as **van deliveries**. A vehicle involved in this duty cycle will probably be making a

large number of deliveries in the day and so may be covering only 40-100 miles/60-150 kilometres. Indeed, in some city centre areas the mileage may on occasion be even less. This type of operation tends to be concentrated in urban or city centres, although some of the delivery areas do involve rural settings. Amongst the additional problems that this type of operation encounters are the many constraints on vehicle size. Because of the problems of narrow streets, congestion, bans on large trucks, and limitations on access at some delivery points, it is possible to use only smaller vehicles. The size constraints, the relatively short distances and the 'stop and start' nature of urban driving are the main factors that influence vehicle choice for this duty cycle.

Combination running concerns operations that constitute a mixture of features. A typical example is that of the **urban delivery vehicle** working out of a regional depot. Such an operation might involve a vehicle making a medium-distance run to a given town or urban area and then making six or seven deliveries in that area. There is a need to balance the requirements of distance running and local delivery, so a vehicle must have strong engine power, together with a chassis that does not violate any delivery size constraints. A small articulated vehicle, or 'urban artic', may be the most appropriate in this instance.

II. Answer the following questions using the information of the text.

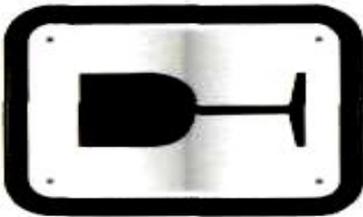
1. What are the main considerations of choosing the type of vehicle?
2. What are the requirements for vehicles used for long-distance journeys?
3. What is the typical cycle for vehicles involved in middle distance runs?
4. What are the reasons to use small size vehicles for short distances?
5. Which characteristics make small articulated vehicle to be the best for urban delivery?

III. Complete the following table using the correct forms of verbs and nouns.

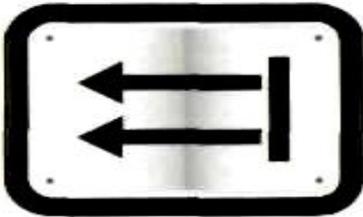
	Verb	Noun
1.	remit	
2.		transfer
3.	receive	
4.		draft
5.	advise	
6.	pay	
7.		credit
8.	acknowledge	

IV. Match the shipping markings on the following page with the correct words.

1. Explosive
2. This side up
3. Do not stack
4. Store away from heat
5. Fragile
6. Keep dry
7. Toxic
8. Use no hooks



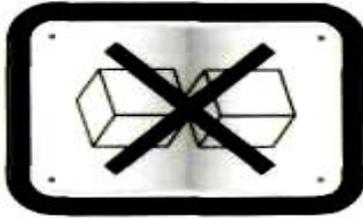
1



2



3



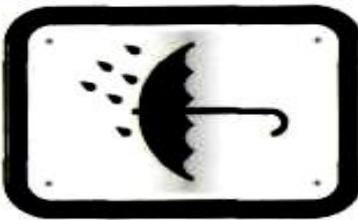
4



5



6



7



8

V. Complete the sentences with the words from the box.

business planning	protection introduce	fueled developed	recycling
----------------------	-------------------------	---------------------	-----------

Environmental _____ practices and standards are high in these countries. Japan, for example, recycles a higher percentage of many materials than most nations. Germany has very stringent packaging _____ requirements.

Logistics operating standards have similarly spread through the developed countries because of the globalization of business practice. _____ customers have very similar expectations for logistics system performance, regardless of where in the first world they're operating. These advances have been _____ by increasing similarity in consumer markets. Thus, overnight air freight, electronic data interchange, materials resource planning, distribution resource _____, have become norms of logistics operating practice. The new technologies move rapidly across national boundaries as companies _____ them to facilities that they own or manage in other countries.

VI. Complete the sentences with the passive form of the verbs in brackets.

1. Typical conditions _____ (to present) that logistics managers should expect in economically developed countries.
2. A set of standards _____ (to develop) to measure any company's logistics performance.
3. A territorial control _____ (to claim) by each nation at the ports of state control.
4. Several charges _____ (to associate) with international logistics, and they are in addition to the price of the product.
5. If a good _____ (to export) or (to import) there are costs of transport and insurance.

VII. Read the following text and make an abstract (100-150 words).

In this week's issue of our GLOBAL TRADE magazine we offer some expert advice on how to successfully ship goods abroad from Hank Wilcox. As the export manager for Jonston Cosmetics, Hank oversees the distribution of cosmetic products to more than 40 countries worldwide. Overseas trade and logistics issues play a major role in the company's business.



How do you successfully manage shipping logistics at Jonston Cosmetics?

I think it's most important to work with good freight forwarders. So before we actually choose a freight forwarder, we check whether their service level comes up to our standards.

What exactly does that mean?

Well, it means that we only want to work with forwarders who meet certain requirements. One thing that's really important is reliability. We need to be 100 per cent sure that our consignments are delivered to the customer at the right time. We also expect a high level of communication and co-operation between the forwarder and ourselves. And our forwarders must be able to provide flexible transport solutions at short notice.

And what about transport costs?

The price is also important obviously, but as I said, there are other things to consider such as quality of service, handling of paperwork and advice. We usually ask for four quotations for each shipment.

What about all the documentation required in overseas trade?

We have a team of experienced logistics people who discuss the best possible freight options with the customer and handle all the paperwork. Documentation is

really very important, especially if things go wrong. So we always make sure we have copies and duplicates of every document in case something is lost.

Consignments can easily be damaged in transit. Are your customers aware of that?

Yes, we always advise our customers on the risks and offer them the most suitable insurance for their consignments. Unfortunately, handling damage is quite common so it's always a good idea to insure a consignment. And insurance is less expensive than most people would expect; it usually costs between one and two per cent of the consignment's value.

VARIANT 4

I. Read the text and translate it into your native language.

TRANSPORT AND ENVIRONMENT

The European Union (EU) has stated that 2 billion tonnes of waste are produced annually by its member states and that this figure is rising by 10 per cent every year. As a result, the EU and other national governments have produced a great deal of legislation relating to environmental issues over the last few years. Since 1972, the EU alone has enacted 200 pieces of legislation that have introduced minimum standards for waste management, and water and air pollution. Increasingly it is being recognized that environmental issues are everyone's responsibility and that 'the polluter must pay'. It is no longer sufficient to design, introduce and sell a product into a chosen market. Now manufacturers must consider the long-term effects of their products. Is it possible to recycle all or part of the product? What will happen to the packaging after delivery has been effected? Do the processes involved in manufacture cause unacceptable levels of pollution? Which mode of transport will be used to deliver the goods?

Those involved in logistics will increasingly have to deal with used products being brought back through the system for recycling or disposal. Waste packaging will most likely also follow the same route or at least arrangements will have to be made for a third party to discharge the organization's legal obligations in this regard. The choice of transport system will have to be carefully considered because of the adverse effects of transport fuel emissions, noise and congestion. Congestion and fuel emissions apply particularly in the case of road transport, but the other modes of transport are not immune from these problems. The location of manufacturing and distribution sites will have to pay due regard to environmental issues.

These declarations by the EU, which are supported by both current and impending legislation, will affect those involved in logistics to a greater or lesser extent. For example, locating manufacturing or distribution sites may be restricted by some of the above issues. Similarly the choice of transport mode for trunking (line-haul) and final delivery could be affected. Almost certainly the packaging used and provisions for its recycling or disposal will have to be considered. Areas of EU environmental legislation, both current and under consideration, are concentrated in the following areas:

- **Waste management.** The EU's policy for waste management involves: eliminating waste at source by improving product design; encouraging the recycling and reuse of waste; reducing pollution caused by waste incineration.
- **Noise pollution.** The EU has set maximum permissible noise levels from machines such as trucks, aircraft, lawnmowers and motorcycles.
- **Water pollution.** Water quality standards have been imposed, which cover drinking water, bathing water and water for fish farms.
- **Air pollution.** EU legislation is primarily designed to reduce emissions from industrial activities and road vehicles.

II. Answer the following questions using the information of the text.

1. What makes the US put the environmental problems into the focus of the attention?
2. How does the US demonstrate its concern the environment pollution issues?
3. What are the environmental issues which people involved in logistics have to deal with?
4. What are the areas the US environmental legislation is focused on?

III. Complete the following table using the correct forms of verbs and nouns.

	Verb	Noun
1.	to drive	
2.		indication
3.	to pass	
4.		signal
5.	to park	
6.		instructor
7.	to operate	
8.	to acknowledge	

IV. Match the words (1-6) with the correct definition (a-f).



- 1. outsourcing
- 2. comprehensive
- 3. consolidation
- 4. requirements
- 5. demand
- 6. competition

- a including a wide range of services
- b details of what is expected and needed
- c contracting functions out to third-party providers
- d the need for particular goods or services
- e companies trying to sell the same or similar products to customers
- f the grouping of small shipments into one container

V. Complete the sentences with the words from the box.

examine	exported	uniform	booklets
national	available	charges	

Logistics systems and business practices are not uniform throughout the world.

That is because the world itself is not _____ and there are many cultural differences that must be bridged for effective business communications and transactions to take place.

Experienced managers _____ the differences among countries, and evaluate each based on strengths and weaknesses, and the appropriateness of the logistical system to the business and cultural environment.

Many nations celebrate various _____ and religious holidays. All this means that there will be extra _____ or delays in having work done when the holidays occur; at the very least, the place of business may be closed and the delivery cannot be made.

Carriers hand out _____ that outline general facts that one must know when trading with countries where they provide service. Such information is typically _____ through a carrier's website as well. Common examples are lists² of goods that cannot be _____ into or taken out of certain countries, documentation requirements, and long lists of information about climate, clothing, and local customs.

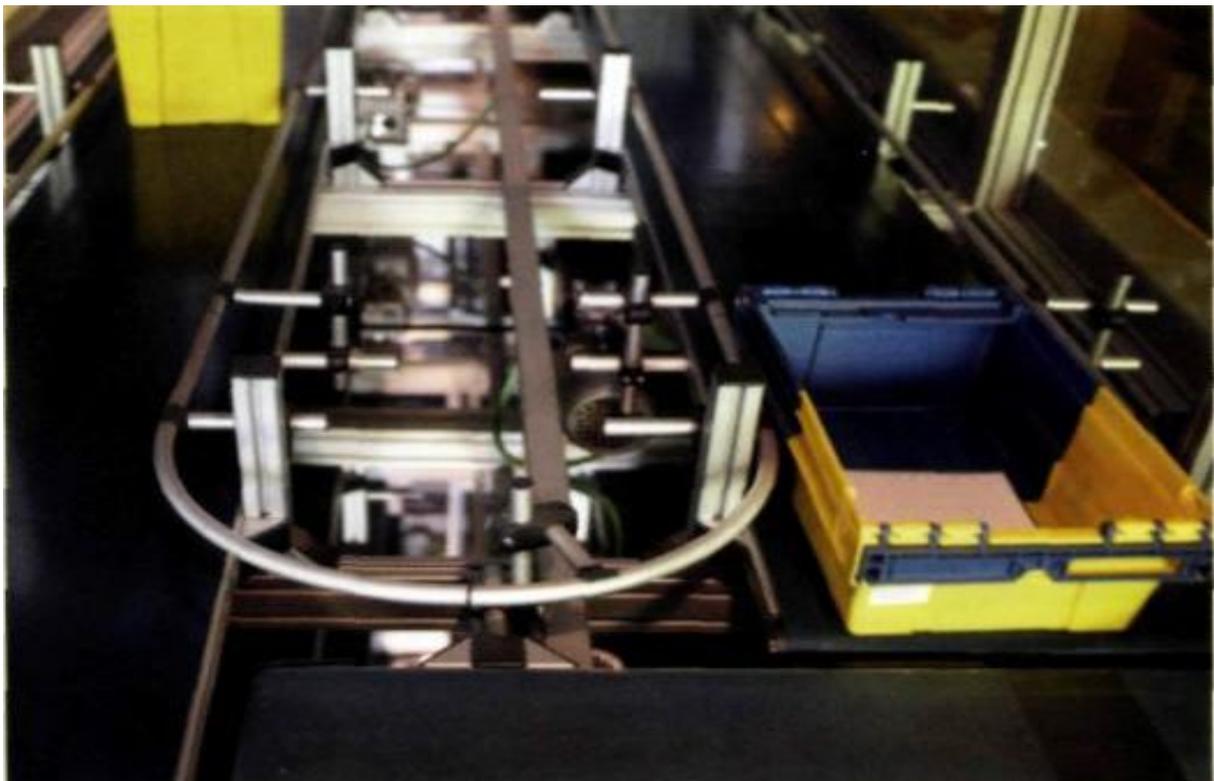
VI. Complete the sentences with the passive form of the verbs in brackets.

1. Employment _____ (to provide) in port for dock workers and administrative officials, besides jobs _____ (to generate) in the surrounding region.

2. Many commercial airports _____ (to design) to service passengers first and cargo second, passenger considerations generally take priority in airport when decisions _____ (to make).
3. In the EU countries _____ (to allow) to reduce the number of warehouses/distribution centers needed to serve the union member nations.
4. Modern security devices _____ (to develop) to improve the safety of air travel globally.
5. Noise pollution the form of air-craft noise continues to be the most prominent environmental concern the airport management _____ (to concern) about.

VII. Read the following text and make an abstract (100-150 words).

A NEW TRACKING DEVICE FOR US POSTAL



California has recently developed a tracking device which may help post offices to improve their services. It can be used to find out more about hold-ups and delays in postal operations.

The small tracker, called the Letter Logger, uses the Global Positioning System (GPS) to store information about an item's position in transit. Similar Now that's all changed. As well as fitting into a US standard-size business letter, the GPS Letter Logger also meets other postal requirements: it is bendable and able to withstand rough handling. This is particularly important as the envelopes are thrown into sacks, then transported by van to automatic sorting locations where they run through high-speed shuffling systems.

The tracker itself does not transmit its position during transit, but stores the journey log on a memory card which can be read by a laptop computer. The GPS device offers several programming options ranging from checking its position every few minutes to checking only when on the move.

The Letter Logger does not help, however, if the envelope carrying it does not arrive at its destination within about seven days, as the battery runs flat after about a week.

VARIANT 5

I. Read the text and translate it into your native language.

ENVIRONMENTAL MANAGEMENT. PACKAGING

Logistics and transport activities have been identified as having a major impact on the environment in which we all live. Consequently they have attracted significant legislation at both the national and the international level. Targets for improving environmental performance have been set by part of the international community via the Rio, the Kyoto and the Montreal summit meetings on climate change. At the level of the organization it has been recognized that a formal system for the management of environmental matters would be useful.

Packaging is important to logisticians for a number of reasons. Its shape may define how effectively the products may be loaded into transport containers such as cartons or vehicles. For example, a cylindrical-shaped product is unlikely to fill a given cubic capacity as well as a rectilinear shape. This has implications for how much product can be stored or transported in a given space and, as all storage and transport resources have a finite size and weight restriction, filling these spaces effectively is extremely important. The more product stored or transported in a given cubic capacity, the more the associated unit costs, as well as the environmental impact, may be reduced.

Packaging is also important in protecting the products from damage in transit and even pilferage. Packaging in the form of unitized containers, whether they are pallets or reusable containers, will often require return transportation to the point of origin to facilitate reuse.

Many industries have developed forms of packaging that do all that is required of them whilst in transit between the point of origin and the end user but that do not warrant the expense of returning them to the point of origin. Therefore the packaging is used only once and then consigned to the rubbish tip. This principle goes all the way down to the level of the single tin or carton of food. In this case the consumer transports the container from the retail outlet to the point of use and then simply discards the container.

It is this type of packaging, in all its forms, that environmental legislation aims to control. For logisticians, the problem manifests itself in the form of reverse

logistics. Waste packaging needs to be returned up the supply chain, or at least the obligation to do this needs to be dealt with.

The Producer Responsibility Obligations (Packaging Waste) Regulations (1997) came into force in March 1997. These regulations required each member state to set targets for recovery and recycling of packaging waste. The responsibility for executing these regulations is shared by all the parties in the packaging chain, described as the 'producers'. These 'producers' are legally obliged to do the following:

1. Register with the relevant Environmental Regulator in their country and submit data on packaging handled.
2. Arrange for the recovery and recycling of specified tonnages of packaging waste.
3. Certify that their obligations have been met.
4. If their main activity is that of a seller of packaging or products in packaging they are required to inform customers of their role in increasing recovery and recycling as well as the return, collection and recovery systems available to them.

II. Answer the following questions using the information of the text.

1. Why environmental legislation possesses strict regulation of logistics and transport activities?
2. Why the shape of packaging is important for logisticians?
3. What are the other functions of packaging mentioned in the text?
4. Which type of packaging the environmental legislation aims to control?
5. Which party in the packaging chain is responsible for recycling?



III. Complete the following table using the correct forms of verbs and nouns.

	Verb	Noun
1.	to pass	
2.		purchasing
3.		assembly
4.	to receive	
5.		operation
6.	to support	
7.	to maintain	
8.		advice

IV. Match the definitions (a-f) with the words (1-6) below.

1. carrier

2. freight forwarder

3. supplier

4. haulage contractor/haulier

5. courier

6. consignee

a company which carries goods by road

b person or firm named in a freight contract to whom goods have been shipped or turned over for care

c company that specializes in the speedy and secure delivery of small goods and packages

d company that transports or conveys goods

e company which supplies parts or services to another company; also called vendor

f person or business that arranges documentation and travel facilities for companies dispatching goods to customers

V. Complete the sentences with the words from the box.

business	protection	fueled	recycling
planning	introduce	developed	

Environmental _____ practices and standards are high in these countries. Japan, for example, recycles a higher percentage of many materials than most nations. Germany has very stringent packaging _____ requirements.

Logistics operating standards have similarly spread through the developed countries because of the globalization of business practice. _____ customers have very similar expectations for logistics system performance, regardless of where in the first world they're operating. These advances have been _____ by increasing similarity in consumer markets. Thus, overnight air freight, electronic data interchange, materials resource planning, distribution resource _____, have become norms of logistics operating practice. The new technologies move rapidly across national boundaries as companies _____ them to facilities that they own or manage in other countries.

VI. Complete the sentences with the passive form of the verbs in brackets.

1. Dealing with environmental concerns often requires a delicate balancing as actions which _____ (to take) to deal with one environmental problem can impact another issue.
2. The term cross-trader _____ (to apply) to a nation whose firms carry or facilitate the movement of goods between two other nations.
3. It _____ (to believe) that each country produces what it can best , and then _____ (to be able) to trade some of the surpluses for goods and services.

4. Imports _____ (to limit) in order trade and bolster employment.
5. Imports _____ (regulate) by the government because of the interest in protecting consumers or the environment.

VII. Read the following text and make an abstract (100-150 words).

WAREHOUSING TODAY

In the past, a warehouse was only seen as a place to store things. It often took up a lot of ground space and goods were usually picked by hand or using a fork-lift truck.

During the last few years, however, the role and the design of the warehouse have radically changed. The warehouse is now considered a critical link between a manufacturing plant and the external world with a strong impact on the performance of the entire manufacturing and logistics system.

Warehouse automation and complex technologies are now used in order to produce effective operations. Many warehouses today are equipped with warehouse management systems (WMS), which automate the product flow throughout the warehouse and maximize the use of warehouse space through effective picking methods, location consolidation and cross docking.

Automated Storage and Retrieval Systems (AS/RS) have been introduced in many warehouses. AS/RS involves high-racking storage with a machine operating within the aisles, serving both sides of the aisle. These systems can pick, replenish, and perform inventory checks without a human operator

In fully automated systems, conveyor belts are very important as they link the different areas of the warehouse and carry the goods to where they are required: for



example between the receiving areas and reserve storage, or between the picking and loading areas.

The warehouse of today would be unthinkable without the barcode. The barcode label on each item provides specific information about the product, which can be transferred to a computer system. This makes it possible to locate the item's position in the warehouse and find it again. By using automated technology, such as barcode scanners and RFID (radio frequency identification), warehouse inventory and product flow can be efficiently managed. Combined with modern IT systems, barcodes enable warehouse staff to track and trace all items in the warehouse at any given time and usually in real time.



CONTROL TEST 2



VARIANT 1

I. Read the text and translate it into your native language.

GLOBAL LOGISTICS

Logistics means the organized movement of goods, services, and, sometimes, people. Logistics was originally a military term encompassing the processes to supply combat and troop support. In trade, logistics handles the physical movement of products between one or more participants in the supply chain. When we speak of international logistics systems, we mean the complex web of carriers, forwarders, bankers, information and communication companies, traders, and so on that facilitate international transactions, trades, and movements of goods and services. Global supply chain management refers to the complex integration of processes necessary to manage materials from their point of origin through manufacturing and shipment to the final consumer (or beyond, in the case of recycling).

While logistics deals mainly with the flow of goods, it also mentions movements of people. They are important for several reasons. In the case of airlines, the movement of people often dictates the movement of aircraft that happen to have space for carrying cargo as well. Business travel is important. We also see movements of people across borders in search of better employment opportunities. Also, while we usually think in terms of moving goods to people, people also move toward goods. In towns along peaceful borders anywhere in the world, large numbers of daytime visitors cross into neighboring nations in search of bargains unavailable at home.

Friendly nations negotiate treaties to increase the flow of commerce between them. Examples of such comprehensive trade treaties include the North American Free Trade Agreement (NAFTA) and the trade union of the European Community. On the other hand, wars, boycotts, and terrorism have a dampening effect. Consider the 10 percent decline in gross domestic product (GDP) in Israel and the 40 percent decline in Palestinian GDP due to unrest in 2000 and 2001. Consumer confidence was shaken and a mild recession intensified in the United States by the terrorist attacks on the World Trade Center and the Pentagon in 2001.

Economic conditions and relative economic strengths also influence trade patterns. Changes in relative values of two nations' currencies influence amounts and directions of trade and tourism between them. Also, they influence the carrier's cost

of doing business since the firm's revenues and costs are in several fluctuating currencies. Some U.S. airlines have stopped serving certain developing countries because they can't use the local currency earned there.

Technological improvements also influence international logistics. The most pronounced one as we enter a new century has been the revolution in information management in international logistics. The Internet has provided access to a host of facilitating tools for managing global supply chains. Managers today are able to control information about inventory in transit in the same ways that managers once controlled actual inventory stocks. Global logistics systems have become quite predictable and reliable due to this enhanced information flow, and thus have become more manageable and precise.

II. Answer the following questions using the information of the text.

1. What is the international logistics system?
2. What are the areas where logistics regulates the movement of people?
3. What is the impact of wars and terrorism for global logistics? Give examples.
4. What is the influence of economic conditions on global logistics?
5. What are the results of using technological improvements for international logistics?

III. Match the beginnings of the sentences (1-6) with the endings (a-f) to make definitions in logistics key terms.

- | | |
|---|----------------------|
| 1. Lead time is the time | <input type="text"/> |
| 2. Procurement is | <input type="text"/> |
| 3. A retailer is a business | <input type="text"/> |
| 4. Customer order cycle time is the time | <input type="text"/> |
| 5. A wholesaler is | <input type="text"/> |
| 6. JIT - just in time is a concept | <input type="text"/> |

- a. customers are prepared to wait for the delivery of their order.
- b. of reducing inventories by coordinating the delivery of materials just before they are needed.
- c. it takes to produce and supply a product.
- d. an intermediary between manufacturers and retailers which buys in large quantities and resells in smaller quantities.
- e. that buys products from wholesalers or manufacturers and resells them to the ultimate consumer
- f. the purchasing of goods (materials, parts, supplies, equipment) required to run an enterprise.

IV. Complete the sentences describing the main documents in logistics with the words from the box.

approved	authority	required	commercial	indicating
draft	receipt	conditions	carriage	hazardous

1 Commercial invoice

A document that contains specific information regarding the goods shipped and the _____ agreed between buyer and seller.

2 Certificate of origin

Document used in foreign trade which states where the goods were produced. It is often _____ by customs authorities.

3 Packing list

A document which specifies the contents of any form of packaging, e.g. boxes, containers, cartons, without _____ the value of the goods shipped.

4 Air waybill

A contract between airline and shipper. It is a shipping document which states the terms and conditions of _____ and is also a receipt for the consignment.

5 Consular invoice

A special kind of invoice sometimes required by the importing country. It needs to be _____ by an embassy.

6 Pro forma invoice

A _____ invoice which the seller prepares before the actual shipment takes place.

7 Export licence

A document which is granted by a government _____ and states that specified goods can be exported.

8 Customs invoice

A specific document required by customs in some countries e.g. US when importing goods. It includes more details than a _____ invoice.

9 Dangerous goods declaration

Certificate prepared by the shipper/consignor which states that _____ goods are handled according to international shipping regulations.

10 Bill of lading

A contract between carrier and shipper which specifies the goods to be shipped and the delivery terms. It is also a _____ of shipment and accompanies the goods until they reach their destination.

efficient use of different modes on their own and in combinations, will result in an optimal and sustainable utilization of resources.

V. Read the following text and make an abstract (100-150 words).

FREIGHT TRANSPORT LOGISTICS IN EUROPE -THE KEY TO SUSTAINABLE MOBILITY

Europe's transport policy has been characterized by liberalisation and harmonization over the years. This has slowly shaped the transport system into what it is today. Globalization and the concept of wider Europe create further challenges. The fast growth of freight transport - driven to a large extent by economic decisions - contributes to growth and employment but also causes congestion, accidents, noise, pollution, increased reliance on imported fossil fuels, and energy loss. Infrastructure resources are limited and any disruption in the supply chain (i.e. energy) has necessarily a negative impact on the EU economy. Without adequate measures, the situation will continue worsening and increasingly undermine Europe's competitiveness and the environment that we all live in.



To overcome such problems, Europe's transport system needs to be optimized by means of advanced logistics solutions. Logistics can increase the efficiency of individual modes of transport and their combinations. As a result, fewer units of transport, such as vehicles, wagons, and vessels should carry more freight. Impact on the environment will decrease accordingly.

Rail and inland waterways need to be modernized. Air freight should be more closely integrated in the system. The positive development of short sea shipping should be accelerated. Deep-sea shipping and its hinterland connections need to be enhanced. Shifts to more environmentally friendly modes must be achieved where appropriate, especially on long distance, in urban areas, and on congested corridors.

At the same time each transport mode must be optimized. All modes must become more environmentally friendly, safer, and more energy efficient. Finally, co-modality, i.e. the

VARIANT 2

I. Read the text and translate it into your native language.

INTERNATIONAL AND DOMESTIC LOGISTICS

International logistics is more difficult to manage than domestic logistics because the assumptions made by managers may not be as reliable, situations are generally less stable, the geography is much broader, and monitoring logistics processes is more complex. Business practices and standards differ from nation to nation. Consider the problems of a global paint manufacturer. Many pigments and other paint ingredients have regulatory limitations regarding products with which they may or may not be used. ClearCross, an international trade software firm, is developing global regulatory information systems to streamline the global operations of firms with such complex supply chain problems.

Environmental protection issues are also having an impact. Many nations are enacting more stringent packaging regulations in an effort to increase resource recycling. Aircraft engine noise restrictions are forcing airlines to retire aircraft from some markets (although they still can be used in some parts of the world). Double hull tankers are now being required in U.S. ports to reduce the likelihood of oil spills. However, as some nations enact stricter environmental and worker safety measures, manufacturing is sometimes shifted to those nations with less restrictive standards or lax enforcement. One recent problem has been the dumping of toxic wastes in nations willing to import those wastes for a fee.

Cultural differences also play major roles in selling and establishing ongoing relationships. The hard sell may be effective on the streets of Brooklyn but totally futile in Japan. The German businessman may be very direct and precise in price negotiations, while the Italian may be very deliberately and expertly coy. The American may want everything in writing, in contract form, whereas personal relationships will count for everything with the Saudi. Indeed, insisting too much on legalisms may be offensive to a foreign businessman and cause the deal to collapse.

Systems of jurisprudence vary also. Contract law and the uniform commercial code as known in the United States are not universal. Firing a distributor in

Venezuela, Argentina, or Saudi Arabia is not like firing a distributor in Hong Kong. Indeed, it may be very difficult to impossible to fire a distributor in certain countries.

International logistics is clearly more challenging and costly than domestic logistics. Significant cost differences exist for the increased inventory needed due to the length of international transportation times. The tradeoffs between inventory cost and transportation cost become magnified in international logistics, rendering some domestic solutions to those tradeoffs irrelevant to global movement of goods. A second category of increased cost is the complex documentation that is generally required in international trade but is nearly absent in domestic trade.

II. Answer the following questions using the information of the text.

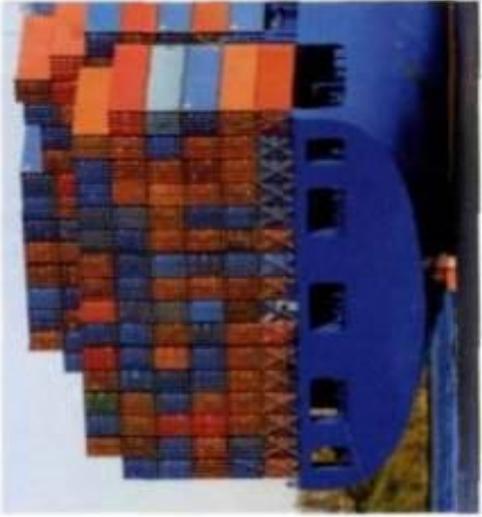
1. Why management in international logistics is more difficult than in domestic logistics? Give examples.
2. Which areas of environmental protection regulation differ in different parts of the world?
3. How do cultural differences influence the global logistics?
4. Which factors make international logistics much costly than domestic one?

III. Match the pictures of transport on the following page and handling equipment (a-f) with the words (1-6).

1. swap-body
2. container ship
3. grappler lift
4. road-trailer trailer
5. river barge
6. LGV (large goods vehicle)



a



b



c



d



e



f

IV. Complete the sentences with the words from the box.

road transport	reliability	increasing	modes of transport
flexibility	air freight	cost advantages	

From the viewpoint of the different _____, it seems likely that the higher productivity and adaptability of road freight transport together with the _____ demands on service levels will put additional pressure on rail, and strengthen the already strong position of _____. If concepts such as just-in-time continue to flourish, with the requirement for regular, frequent deliveries, _____ and reduced stock levels, then it will be less easy for rail and water transport to compete. Railway companies need to develop intermodal systems to offer flexibility and _____ comparable to road freight transport and container services. For long-distance movement, rail should be able to compete with road. _____ should continue to flourish in the niche area of fast delivery from global stock-holding centers. Computerized systems should enable improvements in _____ and transit times for all modes.

V. Read the following text and make an abstract (100-150 words).

CHAOS AT HEATHROW' NEW TERMINAL 5

When Heathrow's Terminal 5 was officially opened by the Queen in March 2008, operator BAA said that it would put the airport at the cutting edge of global travel.

The complex, which cost £4.5bn, includes 50 new aircraft stands, a large car park as well as rail and underground links to London. It is designed to handle 12,000 bags an hour.



BAA claimed that checking in for flights would be simplified for up to 30 million passengers a year by online check-in, fast baggage dropping facilities and sophisticated baggage handling.

Two weeks later, on launch day, however, dozens of flights in and out of the new terminal had to be cancelled due to a breakdown of the baggage handling system. By the end of the first day, hundreds of passengers were left stranded at the airport and there was a backlog of more than 15,000 bags.

What had gone wrong?

On launch day problems started almost immediately, when staff and passengers had trouble locating car parks. Delayed opening of check-in then led to long queues. Additionally, workers in the baggage sorting area had problems logging on to the computer system or could not handle the RMS (Resource Management System), which allocates baggage handlers to load or unload aircraft.

As the check-in staff were not aware of the situation, they continued to add luggage to the system. As a consequence, check-in had to be suspended in the afternoon.

An aviation analyst later explained that the backlog of baggage was mainly caused by problems with the terminal's three-stage baggage processing system.

The first stage, the fast bag drop-off, was working as planned, but the second stage, an underground conveyor system, had become clogged up because baggage workers were not able to remove the bags quickly enough at the other end.

BA said that they knew the first day would be critical because of the size and complexity of the move into Terminal 5, and that they were working hard to resolve these issues.

VARIANT 3

I. Read the text and translate it into your native language.

LOGISTIC IN DEVELOPED COUNTRIES

In the past 20 years, we have come to see a world of interlinked economies, where corporations span national boundaries and render the concept of a nationstate secondary to corporate activity. This interlinked economic world consists largely of three distinct geographical clusters of nations: Japan, the United States and Canada, and the members of the European Union

In this “first world” of logistics, companies have become more important than nation states as their power transcends national borders. The national identity of any of these companies begins to blur.

This blurring of the lines between nations and corporate identities has a profound impact on the practice of logistics. We have seen rapid dissemination across national boundaries of new logistics concepts and practices by corporations themselves. The corporate trend toward globalization has forced the spread of advanced management practices across cultural boundaries in the quest for competitive advantage.

Today we see the global diffusion of advanced logistics information technologies and management practices, spearheaded by mostly American innovation in Internet-based technology and communications. In the coming decades, we envision the broad diffusion of advanced applications in transportation, inventory management, customer service, and procurement functions throughout firms in the developed countries. The ultimate goal is the seamless integration of information management throughout an enterprise’s supply chain. Much progress remains to be made in this regard. A recent survey of U.S. firms finds only 25 percent of them consider they have achieved any degree of such logistics information integration.

The globalization drive has brought down cultural barriers to the way businesses behave in developed countries logistics. Companies have melded the best aspects from global business practice in an effort to remain competitive with their similarly global competitors. Simply put, to successfully do business today one must

study and implement excellent logistics practices, learning from the best practices of companies world-wide.

When examining the similarities and differences in practice within the logistics undeveloped countries, one sees more similarities going forward. The global competitive drive dictates that similarity in business practice is the only way for a global corporation to succeed. More standardization of logistics practice is the trend inside developed countries logistics.

“The world is truly getting smaller and the marketplace is getting bigger. Global logistics can help bridge the gap between service and efficiency, but it is not easy.”

In developed nations, businesses enjoy the best logistics and transportation professionals, systems, and infrastructure in the world. Managers take for granted such standards as advanced Internet-based technologies, high-capacity national highway systems, broad-band fiber-optic communications capabilities, seamless multimodal transportation, modern port facilities, high-density air traffic control, and a staff of qualified, experienced logistics professionals and service agencies. What is experienced as the norm of logistics practice in the developed countries is often only an aspirational goal of logisticians in many other places in the world.

II. Answer the following questions using the information of the text.

1. What are the main clusters of nations in the world?
2. What is the main impact of the corporate trend toward globalization?
3. Why have international companies melded the best aspects from global business practice?
4. What is the main trend inside the developed countries logistics today?
5. What are the main standards in the logistics of the developed countries?

III. Match the verbs (1-8) to their correct definitions (a-h).



- | | | |
|----|----------------------|--------------------------|
| 1. | Transshipment | <input type="checkbox"/> |
| 2. | break-bulk | <input type="checkbox"/> |
| 3. | cross-docking | <input type="checkbox"/> |
| 4. | order picking | <input type="checkbox"/> |
| 5. | reverse logistics | <input type="checkbox"/> |
| 6. | tracking and tracing | <input type="checkbox"/> |
| 7. | warehousing | <input type="checkbox"/> |
| 8. | collection | <input type="checkbox"/> |

- a direct flow of goods from receipt at warehouse to shipping, bypassing storage
- b collecting and handling of used or damaged goods or of reusable transit equipment
- c loading goods from one means of carriage onto another
- d selecting and assembling items from stock for shipments
- e packing goods in small, separable units
- f picking up goods at a named place
- g receiving and storing goods
- h locating items in transit

IV. Complete the sentences with the words from the box.

development

suggested

issue

challenging

launched

exploration

management

SPACE TRANSPORT AND EXPLORATION

An exciting _____ that can be anticipated to increase in the 21st century involves space transport and _____, which creates some interesting and unique logistical challenges. For example, the International Space Station (ISS), which was _____ in 1998, must be supplied with construction payloads, products for its inhabitants, and fresh personnel from time to time. While moving a shipment from Shanghai to Los Angeles can be _____, imagine the challenges in attempting to supply and re-supply a site located approximately 250 miles above Earth and traveling more than 17,500 miles per hour!

Another important _____ associated with space transport and exploration involves the _____ of “space junk,” or “orbital debris,” or objects such as discarded parts of space vehicles, space vehicles at the end of their useful lives, and paint fragments from orbiting satellites, among others. There is concern that this space junk presents safety risks to other objects in space; in some cases, the space junk can pose safety risks to Earth as well. Indeed, some experts have _____ that an agency needs to be created with primary responsibility for managing space junk.

V. Read the following text and make an abstract (100-150 words).

GOODS FLOW

While the general flow of goods appears straightforward, its implementation can be complex and roundabout. For example, Levi Strauss, an American clothing manufacturer headquartered in San Francisco, manufactures goods worldwide. Tracking its U.S. production of “Slates” (dressy slacks for men and women) gives an interesting example of implementation complexity. The fabric for the pants is manufactured in both the U.S. and Mexico and travels by truck to Miami, Florida. In Miami, the fabric is cut according to design patterns and matched up with required ancillary materials such as labels, buttons, and zippers (also manufactured in the U.S. and shipped by truck to Miami). The cut sets are then shipped by ocean container freight to a manufacturing-in-bond trade zone in the Dominican Republic. The cut sets are sewn together there and returned by ocean container freight to Miami. As the goods enter and leave the manufacturing-in-bond trade zone in the Dominican Republic duty free, they are subject to examination by customs authorities in both the United States and the Dominican Republic. Once the goods are returned to Miami, they are shipped by truck to a Levi’s distribution center in Little Rock, Arkansas where they are sorted and stored for reshipment (usually by truck, but sometimes by air) to Levi’s retail store customers.

Levi’s takes advantage of lower labor costs in the Dominican Republic for the time-consuming assembly of the pants. Because the goods are held in a foreign trade zone within the Dominican Republic at all times, Levi’s can state their Slates are “Made in the U.S.A.” The goods have never really “entered” the Dominican Republic, since their assembly step takes place in the foreign trade zone.

To complicate the logistics just a bit more, occasionally orders are rushed, with the substitution of air freight to and from the Dominican Republic special trade zone.

VARIANT 4

I. Read the text and translate it into your native language.

LOGISTICS IN THE EMERGING NATIONS

Emerging nations are such countries as Russia, Thailand, Indonesia, Taiwan, China, Brazil, and the new market economies in Eastern Europe. Each enjoys a rapid pace of industrialization, high levels of literacy and training, but comparatively low (though quickly rising) per-capita incomes. One continues to see countries where exports of raw materials and finished goods exceed the imports of consumer goods. National industrial policy often has focused on rapid industrialization at the expense of an advanced consumer marketplace.

The development of advanced logistics has often been held back by the lack of an appropriate logistics infrastructure. In some emerging nations, the logistics infrastructure has been built around the export of raw materials. Therefore, one sees uneven levels of development across transportation modes. A country that focuses on the export of raw materials may have fairly advanced rail systems leading to bulk-loading port export facilities. Such transportation infrastructures require considerable reworking and redesign to be made appropriate for advanced logistics practice.

Consider the transportation infrastructure of China. There are over one million kilometers of roads in China, but only 2 percent of those roads are considered first or second grade. Over half of the roads in China are unimproved dirt, and impassable on rainy days. Over one-third of the villages in China have no road access. Fifteen major coastal ports are currently operating at 16 percent overcapacity, resulting in a typical 500 ships per day waiting to load or unload. Some ships linger in port for as long as two months at a time, with serious and costly implications for inventory management.

It is difficult to implement the strategic options possible in advanced multimodal transportation systems in a country that does not have an adequate highway system, regardless of the level of development of its rail, port, or air facilities. In China, multimodal transportation companies are a relatively new phenomenon and have very limited operating capacity at this time. The traditional system of rail, road, waterway, and aviation are managed independently by different government departments, and have no inherent incentives to cooperate in providing transportation services across modes. Complicating this lack of coordination is the relative scarcity of containerized operations within China. Just over 7 percent of

transportation facilities are equipped to handle containerized freight, and there is a national shortage of freight containers.

Many emerging nations have a coordinated national industrial policy to encourage the renewal and development of their business infrastructures. Particularly since the demise of economic central planning, the emerging nations have looked toward the developed nations for a vision of the future of economic development. Their aspirational goals have begun to focus on the development of more advanced consumer economies. This change in economic development emphasis will gradually bring about the necessary infrastructure to support advanced logistics performance.

II. Answer the following questions using the information of the text.

1. What are the main characteristics of emerging nations?
2. What is the factor that often holds back the development of advanced logistics in emerging countries?
3. Which factors prevent introduction of advanced logistics in China?
4. According to the text what do the emerging nations need to support advanced logistics performance?

III. Match the payment methods (1-6) with the definitions (a-f).

1. advance payment
2. cash on delivery
3. open account
4. documents against payment
5. documentary credit
6. bank guarantee

<input type="checkbox"/>



- a. Customer pays immediately on receiving the goods. This service is usually provided by the post office.
- b. Used to cover financial risk in international transactions e.g. if a buyer does not pay.
- c. The exporter supplies the goods and the importer/customer pays for them at an agreed date in the future.
- d. Involves the buyer's and the seller's bank. It is a promise made by the opening bank that payment will be made on receiving documents that comply with the terms agreed.
- e. Also called cash against documents (CAD). It means that the exporter has full control over the documents until payment has been made by the importer.
- f. Customer/importer has to pay for the goods before they are shipped.

IV. Complete the sentences with the words from the box.

limited	personnel	concern	metal detectors
demonstrated	terrorist	continued	checks

AIRPORT SAFETY AND SECURITY

Airport safety and security are matters of continuing _____ . Worldwide acts of terrorism involving both airports and aircraft first became commonplace in the 1970s, and _____ through the 1980s, 1990s, and into the early years of the 21st century. The mid-1980s rash of _____ acts led many airports to begin checking up on passengers before flights as well as tightening control over airport _____ with access to aircraft or airport security points.

The bombing of Pan Am Flight 103 in the late 1980s showed that the tighter security measures were still not sufficient to combat certain kinds of terrorism.

Airport security measures in developing nations are often _____ by resource constraints, so that in some cases

major airports do not have even basic security equipment, such as _____ . Contrast this situation to the United States, where the Airport Security Improvement Act of 2000 mandated fingerprint _____ for all airport and airline employees. Despite these heightened airport security measures, the terrorist activities of September 11, 2001—airplanes used as bombs — _____ the need for even more strictest security measures at U.S. airports.

V. Read the following text and make an abstract (100-150 words).



CHINA'S BOOMING EXPORT BUSINESS

China's economy is developing at a rapid pace with double-digit growth rates in export business and an expected increase of 40 per cent by 2010. With an estimated trade volume of nearly 2 trillion US dollars in 2006, China handles more cargo than any other country in the world. Given these growth rates, it is not

surprising that the Chinese logistics sector increased by more than 12 per cent last year.

In order to support the booming industry, the government is currently investing massively in the country's infrastructure. Over the next few years, the Chinese government wants to improve and extend the existing road and railway networks as well as maritime harbours and airports.

For transport logistics, Shanghai is one of the most attractive locations in China. It is the second largest city in the country and has good links to the most important industrial regions. And Shanghai is also a modern and welcoming host for visitors and business people from China and around the world.

VARIANT 5

I. Read the text and translate it into your native language.

LOGISTICS IN THE THIRD WORLD

In contrast to the logistics of developed nations and the emerging economies, third-world countries are defined by low levels of industrialization, literacy, and per-capita income. Included in this group of countries, for example, would be the Sudan, Afghanistan, Haiti, and Ethiopia. The national economies of the third world focus on subsistence and maintenance, and are often agrarian-based or have large nomadic populations. Consumer markets are primitive even in the major cities of the third world, with most consumption geared toward meeting subsistence needs such as food, clothing, and housing.

Most third-world countries have limited import/export activity by of developed countries standards. Many of these nations see that developed nations control the world's shipping, airlines, and cargo insurance. For example, many African nations found that their transportation infrastructures were developed to feed into the major European nations' carrier routes by sea and air. As onetime colonies, they were used to the practice of having the transport price added to the price of goods they bought, and subtracted from the price of goods they sold. Third-world countries often export natural resources, agricultural products, or other raw materials. Imports tend to be limited to essential manufactured goods, often due to negative balance of trade standings. In 1998, the World Bank reported that 60 percent of African exports were raw materials (compared to 33 percent for all developing countries), and only 19 percent of all African exports were manufactured goods (compared to 54 percent for all developing countries).

The logistics and transportation infrastructure that does exist in many third world countries is inadequate to support advanced business logistics and is poorly maintained and operated. The governments of these countries are aware of the infrastructure insufficiencies, but lack the capital and expertise to make major improvements.

The legacy of colonialism's emphasis on the export of raw materials and agricultural goods can be seen in the development of transportation systems in many third-world countries. Ports often have inadequate or lack entirely modern container loading/unloading facilities. Some third-world ports suffer from port

congestion. Equipment available in-country is highly variable, and maintenance can be problematic from the standpoint of finding parts supplies and qualified mechanics and operators. The ownership of transportation modes is also highly variable, with many countries owning and operating rail, port, and air facilities while allowing privately owned trucking or waterway transportation.

Finding appropriate warehousing and storage space in third-world countries can also be problematic. Often, major warehouse facilities exist only at ports of entry and were designed as export inventory holding areas. As with the transportation system, one can expect a combination of government and private ownership of warehousing depending on the economic and developmental history of the country.

II. Answer the following questions using the information of the text.

1. What are the main characteristics of the third world countries?
2. Which goods do the third world countries mainly export and import?
3. Why is it difficult for the governments of the third world countries to improve the infrastructure?
4. What are the negative characteristics of the ports in the third world countries?
5. What is the usual form of ownership of the third world countries?

III. Match the different types of freight traffic (1-6) with the definitions (a-f).

- | | |
|------------------|----------------------|
| 1. multimodal | <input type="text"/> |
| 2. piggyback | <input type="text"/> |
| 3. intermodal | <input type="text"/> |
| 4. unaccompanied | <input type="text"/> |
| 5. block train | <input type="text"/> |
| 6. single-wagon | <input type="text"/> |

- a. The driver does not stay with his road vehicle during transport by rail or ferry.
- b. Goods are transported in the same loading unit or vehicle using different modes of transport. The handling of the freight itself is not necessary when changing modes.
- c. A single shipper uses a whole train which is run directly from the loading point to the destination. No assembling and disassembling is required.
- d. Carriage of goods by at least two different modes of transport, e.g. shipping by motor lorry and aircraft.
- e. Train is formed out of individual wagons or sets of wagons which have different origins and different destinations.
- f. Combines road and rail transport: whole motor lorries, trailers or swap-bodies are carried by rail.

IV. Complete the sentences with the words from the box.

examine	exported	uniform	booklets
national	available	charges	

Logistics systems and business practices are not uniform throughout the world.

That is because the world itself is not _____ and there are many cultural differences that must be bridged for effective business communications and transactions to take place.

Experienced managers _____ the differences among countries, and evaluate each based on strengths and weaknesses, and the appropriateness of the logistical system to the business and cultural environment.

Many nations celebrate various _____ and religious holidays. All this means that there will be extra _____ or delays in having work done when the holidays occur; at the very least, the place of business may be closed and the delivery cannot be made.

Carriers hand out _____ that outline general facts that one must know when trading with countries where they provide service. Such information is typically _____ through a carrier's website as well. Common examples are lists of goods that cannot be _____

into or taken out of certain countries, documentation requirements, and long lists of information about climate, clothing, and local customs.

V. Read these answers to frequently asked questions relating to financial risk in international trade and make an abstract (100-150 words).

HANDLING FINANCIAL RISK IN INTERNATIONAL TRADE

What are the main financial risks for companies doing business overseas?

The first risk area obviously has to do with the customers' credit rating and status. There's always the danger that the customer does not pay for the goods you have supplied. But there are quite a lot of other country-related trade risks which need to be considered.



Could you give some examples?

Well, this could be anything that delays or stops trade or payment e.g. some unexpected economic measures, political unrest, import bans, or breakdown of banking systems in the country you are doing business with.

What can traders do to minimize financial risks?

Before doing business abroad, it is essential to investigate both customer and target country carefully. Check whether the potential customer is solvent, then study your target country's accounting and credit practices and learn something about import and export procedures. To reduce the risk of nonpayment, you can take out an export credit insurance policy.

What payment methods would you recommend for exporting goods?

That's a difficult question to answer. The exporter should, of course, always try to minimize financial risk by choosing a secure payment method e.g. advance payment or a confirmed, irrevocable letter of credit. On the other hand, that's not always possible or even desirable.

Why is that?

Well, if you want to do business in a country or market, you have to see what payment facilities your competitors are offering and offer something similar - even if that's not what you really want. And sometimes exporters may decide against secure payment methods such as a letter of credit because the bank charges are high and eat up their profits.

LITERATURE

1. Grussendorf M. English for Logistics. Oxford University Press, 2009. – 94 p.
2. Lowe D. The dictionary of transport and logistics N.Y.: Kogan Page, 2002. – 297 p.
3. Rushtion A., Croncher Ph., Baker P. The handbook of logistics and distribution management. London and Philadelphia: Kogan Page. – 640 p.
4. Wood D.F., Barone A., Murphy P., Word low D.L. International logistics: N.Y.: American Management Association. 2002. – 442 p.

DICTIONARIES

1. Longman Dictionary of Contemporary English: Pearson Educ. Ltd., 2003.
2. Longman Active Study Dictionary: Pearson Educ. Ltd., 2002.
3. Longman Dictionary of English Language and Culture. New Edition: Pearson Educ. Ltd., 2006.

WEB RESOURCES

1. <http://execpc.com/~dboals/diversit.html>
2. <http://pasture.ecn.purdue.edu/~agen.html>
3. <http://curry.virginia.edu:80/go/multicultural/home.html>
4. <http://www.worldculture.com>
5. <http://www.etiquetteintl.com/Articles>
6. <http://www.executiveplanet.com>
7. Britannica Encyclopedia: <http://www.britannica.com>
8. Online Dictionaries: <http://www.bucknell.edu/~rbeard/diction/html>

Newspapers on the web:

9. <http://www.intercom.au/intercom/newsprs/index.html>
10. <http://www.online newspapers.com/>

Intercultural Email Classroom Connections (IECC)

11. <http://www.iecc.org/>

Virtual Tours around the World

12. <http://www.virtualfreesites.com/museums.museums.html>

CONTENTS

	P.
INTRODUCTION	3
Control Test 1	4
<i>Variant 1</i>	5
<i>Variant 2</i>	10
<i>Variant 3</i>	18
<i>Variant 4</i>	25
<i>Variant 5</i>	31
Control Test 2	37
<i>Variant 1</i>	38
<i>Variant 2</i>	43
<i>Variant 3</i>	49
<i>Variant 4</i>	54
<i>Variant 5</i>	59
Literature	64

Виробничо-практичне видання

Методичні рекомендації до
організації практичної роботи
з навчальної дисципліни

“ ІНОЗЕМНА МОВА ПРОФЕСІЙНОГО СПІЛКУВАННЯ”

(англ. мовою)

(для аспірантів 2 курсу
спеціальності «Транспортні технології»)

Укладач **ІЛЬЄНКО** Олена Львівна

Відповідальний за випуск *О. Л. Ільєнко*
За авторською редакцією

Комп'ютерний набір і верстання *О. Л. Ільєнко*

План 2018, поз. 492 М

Підп. до друку 11.06.2018. Формат 60 × 84/16.
Друк на ризографі. Ум. друк. арк. 3,8
Тираж 50 пр. Зам. №

Видавець і виготовлювач:
Харківський національний університет
міського господарства імені О. М. Бекетова,
вул. Маршала Бажанова, 17, Харків, 61002.
Електронна адреса: rectorat@kname.edu.ua.
Свідоцтво суб'єкта видавничої справи:
ДК № 5328 від 11.04.2017.