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(ФГБОУ ВО «АмГУ»)

ИНОСТРАННЫЙ ЯЗЫК В ЮРИСПРУДЕНЦИИ

сборник учебно-методических материалов

для направления подготовки 40.04.01 Теория и история государства и права, история
правовых учений

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СОДЕРЖАНИЕ

№ п/п		Стр.
1.	Исходные данные.	5
2.	Общие организационно-методические указания по изучению тем.	6
2.1.	Последовательность изучения темы.	6
2.2.	Организационно-методические указания и рекомендации по изучению темы.	6-9
2.3.	Литература, рекомендованная для подготовки и проведения занятий.	9
3.	Организационно-методические указания и рекомендации руководителю по проведению занятий.	9
3.1.	Материалы для изучения тем.	9-44
4.	Приложения.	44
4.1.	Приложение 1. Задания на самостоятельную подготовку...	44

Учебно-методические материалы по дисциплине «Иностранный язык в юриспруденции» составлены в соответствии с требованиями к обязательному минимуму содержания и уровню подготовки магистранта по профессиональному циклу по направлению подготовки 40.04.01 – Юриспруденция.

Учебно-методические материалы по дисциплине «Иностранный язык в юриспруденции» предусматривают изучение лексики, грамматики, речевых образцов, необходимых для работы с англоязычными текстами, письмами, документами в профессиональной деятельности, а также для общения на иностранном языке в рамках профессии.

В учебно-методических материалах представлены исходные данные, краткое содержание дисциплины, образовательные технологии, используемые в учебном процессе, банк обучающих и контролирующих материалов, перечень основной и дополнительной литературы, электронных ресурсов. Данные учебно-методические материалы разработаны в соответствии с задачей обновления курса и оснащения его всеми необходимыми материалами.

Составитель

доцент кафедры иностранных языков Е.В. Жаровская

1. ИСХОДНЫЕ ДАННЫЕ

Фонетика. Основные правила произношения и чтения слов изучаемого иностранного языка. Транскрипция.

Грамматика. Грамматические структуры для ведения беседы, перевода и чтения литературы по направлению подготовки на иностранном языке.

Лексика общего и терминологического характера. Предметная область лексики: Юридическая терминология. Основные клише и речевые образцы, необходимые для общения в рамках тем.

Аудирование. Формирование умения понимать на слух иноязычную речь в профессиональных (повседневных) ситуациях на материале темы.

Говорение. Формирование умения осуществлять общение в повседневных и профессиональных ситуациях на лексическом материале темы. Монологическое высказывание на материале темы.

Чтение. Формирование умения читать без словаря тексты на иностранном языке с извлечением основной информации. Формирование умения читать со словарем тексты на иностранном языке с извлечением полной информации.

Обучение правилам пользования общими и специализированными двуязычными словарями.

Письмо. Формирование навыков письма по теме.

Перевод. Письменный перевод текста со словарем. Проверка знания грамматики и лексики. Выполнение лексико-грамматических упражнений по теме.

Самостоятельная работа по совершенствованию знаний иностранного языка.

1.1. ФОРМИРУЕМЫЕ КОМПЕТЕНЦИИ:

В процессе освоения данной дисциплины студент формирует и демонстрирует следующие компетенции:

готовность к саморазвитию, самореализации, использованию творческого потенциала (ОК-3);

способность свободно пользоваться русским и иностранным языками как средством делового общения (ОК-4).

1.2. В результате изучения темы, обучающиеся должны:

Знать:

лексико-грамматический минимум в объеме, необходимом для работы с иноязычными текстами и для коммуникации на иностранном языке в процессе профессиональной деятельности;

Уметь:

использовать иностранный язык для выражения своих мыслей в устной и письменной речи для реализации творческого потенциала, а также в межличностном и деловом общении;

Владеть:

навыками извлечения необходимой информации из зарубежных источников и оригинальных текстов на иностранном языке и навыками, необходимыми для решения задач межличностного и межкультурного взаимодействия.

2. ОБЩИЕ ОРГАНИЗАЦИОННО-МЕТОДИЧЕСКИЕ УКАЗАНИЯ ПО ИЗУЧЕНИЮ ТЕМЫ

2.1. Последовательность изучения темы

№ п/п	Тема (раздел) дисциплины	Семестр	Неделя семестра	Виды контактной работы, включая самостоятельную работу студентов и трудоемкость (в академических часах)			Формы текущего контроля успеваемости и промежуточной аттестации
				Лекци	Практи	Самост	
1	APPLYING FOR A JOB. JOB HUNTING. RESUME. WRITING PROFESSIONAL ENGLISH.	1	1-9	2	8	24	ИДЗ Эссе Презентация
2	WRITING A REPORT. TAKING PART IN CONFERENCES, SYMPOSIA AND SEMINARS.	1	10-18	-	8	30	Эссе ИДЗ Портфолио
5	Итого	1		2	16	54	Зачет 2 зач. ед
	Всего:			72 акад. час., 2 зач. ед.			

2.2. Организационно-методические указания и рекомендации по изучению тем

Цели:

1. Ознакомить магистрантов с терминологией, целями, задачами.
2. Ознакомить магистрантов с речевыми образцами и грамматическими правилами, необходимыми для изучения темы.
3. Развивать умение осуществлять общение в профессиональных (повседневных) ситуациях на лексическом материале темы.
4. Развивать умение осуществлять монологическое высказывание на материале темы.
5. Совершенствовать умение читать без словаря тексты с извлечением основной информации.
6. Развивать умение читать со словарем тексты с извлечением полной информации.
7. Формировать основные навыки письма.
8. Развивать навыки самостоятельной работы.
9. формирование способности свободно пользоваться иностранным языком как средством делового общения юриста в профессиональной сфере при трудоустройстве в иностранную компанию.

Прогнозируемые результаты:

В результате изучения предмета «Иностранный язык в юриспруденции» обучающиеся должны овладеть следующими навыками и умениями:

- читать и произносить слова;
- использовать грамматические структуры для ведения беседы и чтения литературы по специальности;
- понимать на слух иноязычную речь в профессиональных ситуациях на материале тем;
- осуществлять общение в профессиональных ситуациях на лексическом материале;
- читать без словаря тексты на английском языке с извлечением основной информации;
- читать со словарем тексты на английском языке с извлечением полной информации.

Знать - значение новых лексических единиц, терминов, связанных с процессом трудоустройства и характером работы юриста в компании;

- идиоматические выражения, клише, единицы речевого этикета, применяемые в ситуации

- общения в рамках заданной темы.
- - стандартные формы оформления документов, а именно объявления о вакансии, резюме
- соискателя на должность и сопроводительного письма;
- - правила делового этикета юриста.

Уметь - понимать письменное сообщение, используя различные виды чтения в зависимости от конкретной коммуникативной задачи;

- вычленять и понимать информацию, ограниченную коммуникативным заданием, а также воспринимать и осмысливать сообщения с учетом намерения, установки, состояния и пр. говорящего;
- передать содержание с опорой на лексические и синтаксические средства, отражающие логико-грамматическую структуру образца письменной коммуникации;
- построить собственную речь с элементами рассуждения, критики, оценки, выражения собственного мнения;
- составить свое собственное портфолио (резюме) в бумажной или электронной формах.

Владеть - навыками стандартного оформления деловой корреспонденции и документации типа рекламного объявления о вакансии, мотивационного письма, резюме и портфолио юриста;

- навыками применения клишированных форм речи в деловой и юридической документации;
- навыками поиска необходимой информации посредством мультимедийных средств и Интернет ресурсов.

Задачи:

Задачами изучения предмета «Иностранный язык в юриспруденции» являются:

- обеспечить овладение студентами необходимым для достижения целей обучения лексическим и грамматическим минимумом, умениями аудирования, ведения беседы, перевода и чтения иноязычных текстов;
- повышение способности к самообразованию;
- развитие когнитивных и исследовательских умений;
- расширение кругозора и повышение профессиональной культуры.

Общие организационно-методические указания по изучению темы

Обучение осуществляется на практических занятиях под руководством преподавателя, в ходе самостоятельной работы.

В основу методики обучения темы положены индивидуализация обучения, формирование навыков самостоятельной работы, профессионально-ориентированное обучение, ситуативно-ролевая обусловленность учебной деятельности, широкое использование современных технологий обучения, активных форм проведения занятий, комплексное использование материально-технических средств обучения.

Обучение теме реализуется путем выполнения системы учебных действий. На занятиях должны выполняться упражнения на развитие навыков аудирования, говорения, чтения и письма с активным использованием учебных средств обучения и учебно-наглядных пособий:

- учебное пособие;
- двуязычные словари;

Изучение предмета осуществляется на базе учебного текста, текстов для чтения, содержащих основную информацию по теме, лексико-грамматических упражнений.

Введение и активизация лексико-грамматического материала (ЛГМ)

В ходе изучения темы студенты должны овладеть ЛГМ, определенным программой.

Основная цель данного вида работы – освоение необходимого минимума лексических единиц и грамматических структур, необходимых для общения в рамках направления подготовки, чтения текстов по специальности с извлечением основной и полной информации (со словарем и без словаря).

В начале первого занятия необходимо ознакомить студентов с особенностями изучения темы. Введение и активизация лексики проводятся с использованием презентаций для практических занятий, иллюстративного материала, картотеки лексики, учебного пособия по английскому языку «Английский язык для направления «Юриспруденция»», автор Жаровская Е.В.

Преподавателю необходимо обеспечить наиболее оптимальный режим усвоения ЛГМ, осуществляя активизацию ЛГМ на каждом занятии при выполнении упражнений УП, при развитии навыка аудирования уделять особое внимание фонетике и трудностям восприятия текста.

Обучение чтению проводится на базе учебного текста. При введении текста целесообразно использовать аудиозапись, презентации практических занятий. В ходе работы над

текстом формируются и совершенствуются речевые навыки (чтения, аудирования, письма) и развивается умение говорить. Часть информации рекомендуется включать в упражнения на аудирование и в тексты для чтения с извлечением основной информации со словарем и с извлечением полной информации без словаря.

Обучение говорению по теме проводится на базе учебного текста. Рекомендуется шире использовать индивидуальные задания, задания для работы в парах и микрогруппах, основанных на ситуативности.

На всех занятиях рекомендуется уделять должное внимание индивидуализации процесса обучения студентов в зависимости от уровня их подготовки, применять активные методы и приемы обучения, использовать альтернативные учебные задания, знакомить с методикой самостоятельной работы по совершенствованию знаний иностранного языка, оптимально использовать ТСО.

При проведении каждого занятия темы осуществлять текущий контроль знаний, умений и навыков в форме фронтального и индивидуального опроса, выполнения различных письменных заданий.

На занятиях преподавателям рекомендуется использовать технические средства обучения: мультимедийный проектор и подготовленные для этого материалы: презентации занятий, речевые образцы.

На итоговом занятии наряду с обучающими действиями рекомендуется осуществить контроль с целью определения уровня сформированности навыков: говорения, аудирования, перевода, чтения текстов с извлечением основной информации.

При подготовке к занятиям преподавателям рекомендуется творчески подходить к выбору методов и приемов работы, помня главную цель – развитие мышления и творческой активности обучаемых.

Учитывая уровень подготовленности и степень усвоения материала, рекомендуется дифференцированно определять задания на самостоятельную работу.

В ходе каждого занятия осуществляется текущий контроль знаний, умений и навыков.

Преподаватель имеет право при планировании занятия, исходя из уровня подготовленности группы, с учетом индивидуальных особенностей студентов, степени усвоения ими материала, вносить необходимые изменения в рекомендуемые планы проведения практических занятий.

2.3. Литература, рекомендованная для подготовки и проведения занятий

А) Основная литература

1. Жаровская Е.В. Английский язык для направления подготовки «Юриспруденция». Учебное пособие.– Благовещенск: Амурский гос. ун-т, 2017.

2. Шабардина С.В. Иностраннный язык в правоведении. Английский язык [Электронный ресурс] : учебно-методическое пособие для магистратуры / С.В. Шабардина. — Электрон. текстовые данные. — Саратов: Вузовское образование, 2015. — 132 с. — 2227-8397. — Режим доступа: <http://www.iprbookshop.ru/27440.html>

3. Попов Е.Б. Английский язык для магистрантов [Электронный ресурс]: учебное пособие к курсу «Иностраннный язык в правоведении»/ Попов Е.Б.— Электрон. текстовые данные.— Саратов: Вузовское образование, 2013.— 53 с.— Режим доступа: <http://www.iprbookshop.ru/16671>. — ЭБС «IPRbooks», по паролю.

Б) Дополнительная литература:

1. Слепович В.С. Деловой английский язык = Business English [Электронный ресурс]: учебное пособие/ Слепович В.С.— Электрон. текстовые данные.— Минск: ТетраСистемс, 2012.— 270 с.— Режим доступа: <http://www.iprbookshop.ru/28070>. — ЭБС «IPRbooks», по паролю.

2. Караулова, Ю. А. Английский язык для юристов (b2-c1) : учебник для бакалавриата и магистратуры / Ю. А. Караулова. — М. : Издательство Юрайт, 2018. — 302 с. — (Серия : Бакалавр и магистр. Академический курс). — ISBN 978-5-534-06733-0. <https://biblionline.ru/book/EEB10F36-F621-4E7B-AE23-603512F81549>

3. ОРГАНИЗАЦИОННО-МЕТОДИЧЕСКИЕ УКАЗАНИЯ И РЕКОМЕНДАЦИИ РУКОВОДИТЕЛЮ ПО ПОДГОТОВКЕ И ПРОВЕДЕНИЮ ЗАНЯТИЙ

3.1. Организационно-методические рекомендации для проведения занятий по изучаемым темам

Тема 1. Трудоустройство юриста. Профессиональные компетенции юриста. Портфолио.

Учебные вопросы и примерный расчет времени

Учебные темы	количество аудиторных	количество часов на
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	часов	самостоятельную работу
In-house lawyers and their roles in a company	2	4
<u>Application for the in-house lawyer position</u>	2	6
<u>Writing a resume. Job interview</u>	2	6
III. Заключительная часть Self Study. Portfolio	2	8

Методические рекомендации по подготовке и проведению практических занятий

Для организации и проведения практических занятий руководителю на основе данных методических указаний и тематического плана разработать планы проведения занятий по установленной форме. Они являются основными рабочими документами преподавателя. План занятия должен обеспечивать выполнение всех поставленных учебных и воспитательных целей занятия. В плане указать тезисы вступительной и заключительной частей, краткое изложение учебных вопросов и методику их отработки. Проверку готовности студентов к занятию включить в вводную часть одним из ее элементов.

При подготовке к занятию особенно тщательно продумать использование имеющихся ТСО и других объектов учебно-материального обеспечения .

Подготовку обучающихся к практическому занятию, выполнение ими задания, выданного на предыдущем практическом занятии проверить в начале занятия.

Практическое занятие проводить в классе практических занятий.

Контроль подготовленности студентов к занятию провести путем опроса задания на самоподготовку или при выполнении заданий, запланированных на занятие.

Повторить основные правила произношения и чтения слов, грамматический материал, необходимый для перевода профессиональных текстов

Учебно-методические материалы занятия 1

UNIT 1. IN-HOUSE LAWYERS AND THEIR ROLES IN A COMPANY

1. Read the text and answer the questions.

1. What does the role of the in-house lawyer depend on?
2. What is the role of the in-house lawyer in small organizations?
3. What is the role of the in-house lawyer in large organizations?
4. What is the difference between in-house lawyers and law firm lawyers?

The job for an in-house lawyer is to apply his or her legal knowledge and skills to help a company succeed, while identifying and protecting the company against risks. The size and nature of the company will typically dictate the specific role of the in-house lawyer. In smaller organizations, in-house lawyers usually have a general role and are responsible for overseeing all of the company's legal relationships, including relationships with other companies, government agencies, and investors, as well as internally with employees, management, and directors. In larger organizations, in-house lawyers usually have a specific role, handling the company's needs in a discrete area of the law.

As compared to law firm lawyers, company lawyers learn more directly and acutely about the interplay of business and law—how business affects legal decision-making and how law has an impact on business affairs. In-house lawyers may also spend less time researching and writing about the law, in favour of making judgments about different facts that may have an impact on the business. Finally, in-house lawyers are responsible to one client—the company—as opposed to law firm lawyers, who serve many different clients.

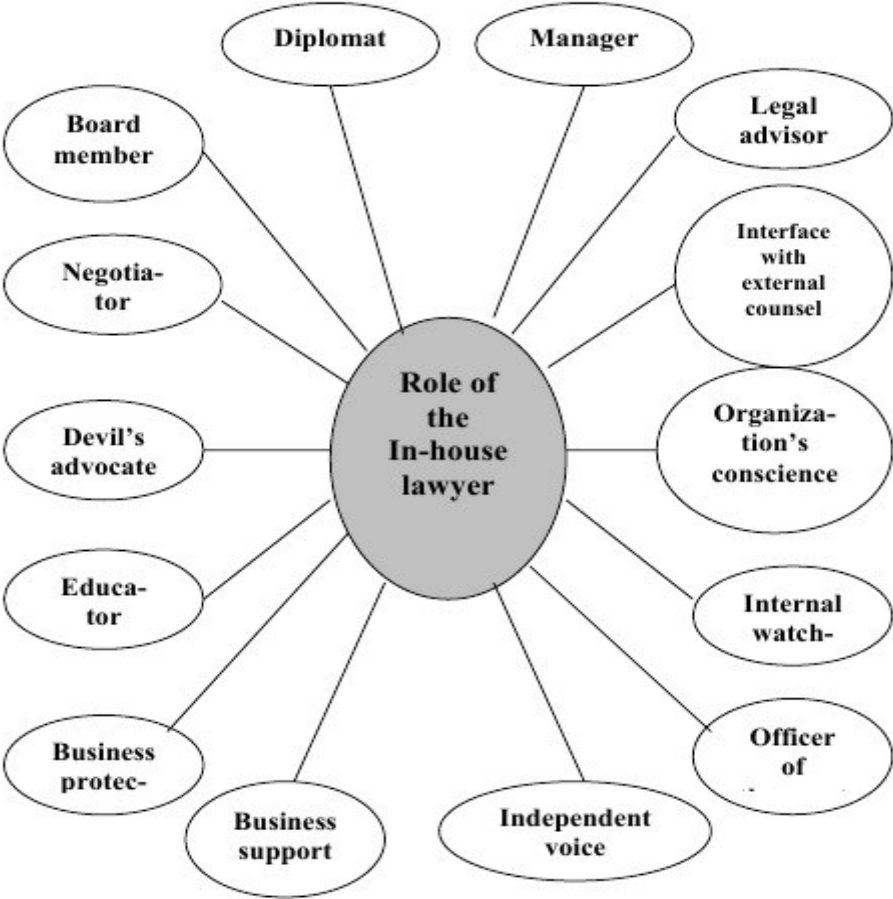
2. Match the English words with their Russian equivalents.

- | | |
|--------------------------------------|---------------------------------------------------------------|
| 1. complex and significant contracts | a. опыт работы |
| 2. support systems on offer | b. акционеры |
| 3. experience | c. трудовое право |
| 4. commercial acumen | d. контракты на крупные и сложные сделки |
| 5. technical skills | e. деловая жилка (предприимчивость) |
| 6. commercial lawyer | f. техническое мастерство |
| 7. stakeholders | g. юрист, специализирующийся в области
коммерческого права |
| 8. employment law
предложения | h. системы поддержки коммерческого
предложения |

3. Based on the definitions make up short stories on each of the terms given in the table above according to the model:

MODEL: In-house lawyer is a corporate employee of the company. He or she has only one client – the company who employed him or her. He reports to CEO. He is a member of the team and can have different roles in an organization, depending on the circumstances – for example, legal advisor, business support, and company secretarial. One of the biggest challenges in the practice of an in-house lawyer is dealing with non-lawyers.

4. Work in pairs or small groups. Look at the graph on the diversity of an in-house lawyer’s roles in the company and give your reasons why and in what cases he needs to be able to wear multiple ‘hats’.



5. Look through the job advertisement and answer the questions.

1. What position is open?
2. Who published the advertisement?
3. What industry does the company operate in?
4. What areas of practice in law are preferable for an in-house counsel role?
5. What are the duties of the in-house counsel?
6. What requirements should an applicant meet?

Commercial / Corporate Lawyer – IN-HOUSE LAWYER

- Leading Company
- Excellent team environment

XYZ has had substantial success recruiting for this leading company over the past few years. We have a new role for a 3-6 year lawyer to join the friendly and dynamic team.

Our client is one of the US largest private companies with offices in cities around the USA. The company operates in the commercial, mining, construction, and infrastructure spaces. This is a diverse, interesting and challenging in-house legal role. With a positive outlook, this role will appeal to a capable corporate or commercial lawyer looking for an in-house counsel role in which they can enjoy assisting with the development and management of legal functions and commercial contracts.

This role is broad and will provide substantial responsibility and opportunity. The business requires substantial legal/advice work and this role will involve ongoing work on complex commercial contracts and agreements. You will also be involved in managing relationships with stakeholders and suppliers. There will also be the opportunity to do some employment law and occupational health and safety work.

You will enjoy applying your commercial acumen as well as your technical skills in this legal role. With the chance to work on complex and significant contracts and projects, and with excellent support systems on offer, this is a rare opportunity in the US market. You will possess about 3+ years (and up to about 6 years) experience working in the commercial legal field, either in-house or for a strong boutique, mid-large or national/international law firm.

6. Work in pairs. In turns give explanations or descriptions of the words from the list in exercise 6 and ask your partner to guess and translate them.

7. Look through the text and make a list of personal traits which are necessary for all effective lawyers.

If you want to be an effective lawyer, you should have certain traits and attributes in order to excel in this occupation. One important trait which lawyers should possess is that of articulation.

A lawyer who can articulate effectively is the one who will be more likely to succeed not only against opposing parties in court but also to impress and put their client at ease as well. An articulate lawyer is the one who will see results.

Another trait which lawyers should have is intelligence. Having this positive attribute will ensure that the person representing the client is the one who is smart enough to know what to do, when to do it and how to go about getting the results which are necessary to win the case and/or abide by the client's wishes. Lawyers who use their brains are more likely to see the best possible outcome from a case.

It can arguably be said that those who become lawyers are individuals who like to read. The legal profession is filled with volumes of laws, regulations, cases and rules. If one does not favour reading, then becoming a lawyer may not be the best bet, as the legal field is the one which requires massive amounts of reading.

Good comprehension skills are a favourable trait which all lawyers should have. Although the one who likes to read may be a candidate for the legal profession, but reading means nothing if the person does not comprehend what he has just read. Statutes and procedural rules are sometimes difficult to understand and those who have good comprehension skills may prosper at being a lawyer as they will have to read the pertinent documentation much less than those without good comprehension skills.

A good personality and willingness to work well with others are two additional positive traits which all lawyers should possess. Some people may think that lawyers have to be tough as nails in order to excel in the legal profession but this is not entirely true. Although steadfast determination is a good trait to have, it does not mean a whole lot if the one does not have a good personality and willingness to resolve matters. The saying that one can catch more flies with honey than vinegar is also relevant with regard to being a lawyer. Negotiations go much better when the lawyers put their best foot forward and are willing to come to an amicable solution.

Lastly, persuasiveness is an additional trait which all lawyers should possess. Since the legal profession is based around lawyers persuading individuals to see their point of view lawyers must be persuasive in their speech and tactics.

A lawyer who can get his point across and persuade individuals to acknowledge it is the one who will see many victories.

1. Complete the sentences, and make up a summary of the text.

1. An _____ lawyer is the one who will see results.
2. A lawyer _____ will see the best possible outcome from a case.
3. A lawyer may not be the best bet if _____.
4. You can not be a good lawyer without good _____.
5. _____ and _____ are two additional positive traits which all lawyers should possess.
6. A lawyer who _____ will see many victories.

9. Miscommunication between people can happen when one of the parties uses a second language. English speakers often use metaphors (figures of speech). Three of them you've met in the text. Write them out and explain their meanings.

1. _____
2. _____
3. _____

10. Match some more metaphors with their explanations and illustrate their usage in the situations of your professional communication.

1. You reap what you sow.	a. You created a big problem.
2. Don't beat about the bush	b. I am miserable now but I know I will be happy
3. Never let your guard down.	c. I really need to get rid of my anger
4. A little bird told me.	d. You get what you deserve
5. You really opened a can of worms.	e. Always pay attention, don't lose the focus.
6. Steam when you heat water.	f. Stop wasting my time. You are trying to avoid answering my queries
7. That is not my cup of tea.	g. I don't want to reveal the source of information
8. There is a light at the end of the tunnel.	h. It is not my style

1. Read two cover letters sent to the employment agency for the in-house lawyer vacancy.

COVER LETTER No 1

9th June, 2014.

From: David Brentwood

Apartment 21,

Boulevard Estates,

Huntsville,

Alabama

To: Hannah Jones

Manager-HR

XYZ Company

Manhattan

New York

Dear Ms. Jones:

As an accomplished purchasing specialist with extensive healthcare industry experience, I was very interested to learn about your in- house lawyer opening. I offer eight years of experience working for ABC Company, a national home healthcare company and a billion-dollar leader in the industry.

As the company's corporate purchasing specialist, I managed:

Purchasing functions for 115 locations.

75 major contracts in areas including medications, supplies, equipment, furniture, uniforms, distribution and vending machines.

A 15-member team of contractors, buyers, analysts and support staff.

Consistently recognized for outstanding performance, I saved ABC Company more than \$5.3 million in 2011 alone. An expert in contract negotiations, vendor management and global sourcing, I repeatedly reduced expenditures, cost-of-sales (COS) and cost-of-goods (COG), as well as assisted with major system implementations of inventory, purchasing and tracking systems.

In 2013, ABC Company experienced a significant workforce reduction and my position was eliminated. Since then, I have remained active in the American Purchasing Society and completed courses in business ethics, contract law, the art of negotiation and supply chain management. I plan on sitting for the Certified Professional Purchasing Manager (CPPM) exam later this year.

I am confident that my ongoing studies combined with successful experience in the field will enable me to aggressively pursue cost-reduction opportunities and improve return on investment for your company. If you agree that my skills and experience would benefit your operation, please call me at (555) 555-5555 or email someone@somedomain.com to arrange an interview. Thank you for your time, and I look forward to speaking with you.

Sincerely,

D. Brentwood

David Brentwood

Enclosure: Resume

COVER LETTER No 2

June 8, 2014

From: Susan Banks
House No12B
Main Street
Queens
New Jersey

To: Hannah Jones
Manager-HR
XYZ Company

Manhattan
New York

Dear Ms. Jones,

I wish to be considered for the post of In-house Lawyer in your company, the advertisement of which appeared in the “Law News Journal”, dated 7th June.

I am a qualified lawyer from the International School of Law and have specialized in Civil Law. I am currently working with ABC Law Firm. My hard-work, sincerity and dedication have earned me a letter of appreciation from my seniors.

I am currently looking for an opening in a company which specializes in Civil Cases, as that is not only my area of specialization but also my passion.

I am sure my qualifications, experience and enthusiasm would be an asset and prove to be mutually beneficial.

I look forward to hearing from you at the earliest to discuss more in person. My telephone number is (444) 444-4444 or email susan@ somedomain.com. I am herewith enclosing my Resume for your kind consideration.

Thanking you,

Sincerely,

Susan Banks

Susan Banks

Enclosure: Resume

2. Work in pairs. Act as an employer and discuss with the partner the question: “Which of the above letters will interest the employer more? Why?” Give your reasons. Analyze strengths and weaknesses of both applicants. Put them into the table, evaluate their chances and decide on the candidate for the vacancy.

APPLICANT A		APPLICANT B	
Strengths	Weaknesses	Strengths	Weaknesses
1.	1.	1.	1.
2.	2.	2.	2.
3.	3.	3.	3.

4.	4.	4.	4.
----	----	----	----

3. Based on your mutual decision fill in the Resume form with his or her personal data taken from Cover letters No 1 or 2 according to the tips given below.

Tips for Lawyer's Resume

The resume should show the applicant's strong communication and interpersonal skills and abilities so that he or she can create good relationship with the clients. The lawyer's resume should be very specific and based on facts concerning your achievements. The lawyer's resume should also portray that you can take valuable decisions while working under pressure.

Information about Name and Contact

It includes the basic information like name, mailing address, telephone number and E-mail address.

Resume Objective

It is a specific statement that includes your career goals and aims.

Education

This section contains information in reverse chronological order such as major degree, date of graduation, universities you have attended, location of universities and any certificates achieved concerning the job you have applied for.

Skills

In this section you can mention your legal strengths and positive points to make your resume excellent.

Experience

This section contains your previous work experience. You should mention the full legal name of your previous company, your job title and job description. Always use action verbs and law related terms while constructing the lawyer's resume.

RESUME

Contact Information:

Name: _____

Permanent Address: _____

Telephone No: _____

Email address: _____

Objective: To be able to secure a position as an In-house Lawyer and work towards reaching the organization's goals _____

Education: _____

Affiliations: _____

Experience: _____

Key Areas of Expertise (Skills): _____

References: Will provide them on request. _____

4. There is a huge competition in the legal market. The employers receive countless resumes and hardly spend two minutes to look into each of them. Therefore a lawyer's resume should be so good that it leaves a positive impression on employer's mind at first glance. That is why many applicants put "summary" into the resume. Read two sample summaries and write down a summary for your resume.

1) Career Summary (Sample 1):

A dynamic & competent professional with over 9 years of experience as a lawyer.

Proven ability to represent the clients in complex and challenging environment.

An accomplished professional who has successfully managed case preparation and court proceedings.

Solid interpersonal and communication skills in building key alliances and partnerships, having dealt with a diversity of clients and individuals.

Highly organized & dedicated with a positive attitude, able to set effective priorities and handle multiple assignments under high pressure within tight deadlines.

2) Summary (Sample 2):

Worked for five years at senior level and gained corporate legal expertise.

Specializing in litigations for corporate firms and human resource laws that include labor laws, termination and retrenchment.

Completed major legal projects.

Great communication and team-building skills.

Experience in all kinds of legal domains.

3) Your summary to the resume.

Summary
1.
2.

5. Skim the text and title it.

The employment interview is the most important event in the entire job search process.

Your resume sets forth the facts about you; the interview presents you with the opportunity to bring your resume to life and to demonstrate your intelligence, competence, ambition and personality.

Despite the fact that everyone is familiar with the traditional interviewing experience:

(1) you apply for a job; (2) the employer reviews your paper credentials and chooses you to come to an interview; (3) at the interview, the employer asks you questions about your background and experience, and you discuss them; and (4) after the interview, the employer makes a decision about whether to hire you. Interviewing is stressful! But the more you learn about the process, the easier it will become, and the more effective you will be in your interviews. Always remember that a job interview is a dialogue: an opportunity to ask as well as answer questions. To be sure you should practice your interviewing techniques before you go to the real interview.

6. Read possible job interview questions and some recommendations how to answer them.

Give your answers to these questions bearing in mind the recommendations given.

Question: Tell me what education you have relevant to the position.

Answer: Besides a law school degree, many lawyers have degrees or coursework in a number of other relevant subjects, like English, politics, and economic science. Some lawyers have degrees in accounting or engineering.

Your answer: _____

Question: What are some of the main personality traits of a successful lawyer?

Answer: Lawyers are highly trained, highly educated professionals who command vast and precise knowledge in many areas besides law. They are also able to manipulate their knowledge creatively to make their case. Lawyers are confident and charismatic.

Your answer: _____

Question: What is the importance of interpersonal skills for a lawyer?

Answer: Lawyers must be able to work long hours alone, with complex documentation and literature. At the same time, their interpersonal skills must be outstanding to communicate effectively in the office and in the courtroom. Lawyers use not only their analytical prowess but also their personalities in their work.

Your answer: _____

Question: Describe your area of expertise and your operation strategies?

Answer: Be brief and use specifics to say what and how you do when, for example, you receive clients, draw up legal documents relevant to the case, decide for or against taking the case, etc.

Your answer: _____

Question: Do you have any experience with corporate legal work?

Answer: Lawyers are usually represented as criminal lawyers in the public eye. Many, of course, are civil lawyers, and there are those who specialize in corporate law – the legal aspect of business transactions. Business companies always hire lawyers to represent them and handle any legal aspects, definitions, and documentation of their activities.

Your answer: _____

7. Work in pairs and play out an interview asking the commonly used questions enlisted below.

2. Tell me about yourself.
3. Describe yourself in one word.
4. What are your future career plans?
5. Why did you choose law?
6. What courses did you like best? Least?
7. What qualifications do you have that make you feel you will be successful in your area of interest?
8. What have you learned from some of the jobs you had?

9. What type of people do you feel best?
10. What type of people would you have trouble working with?
11. What is your greatest personal asset? Your greatest weakness?
12. Do you like routine work?
13. What constitutes “security” in your mind?
14. What constitutes “success” in your mind?
15. What kind of things can give you the most satisfaction in your work?

Тема 2. Конференции, симпозиумы и семинары. Доклад.

Учебные вопросы и примерный расчет времени

Учебные вопросы темы	количество аудиторных часов	количество часов на самостоятельную работу
Symposia, Conferences, Seminars	2	4
<u>Reports and presentations</u>	2	6
<u>Taking part in conferences, seminars.</u>	2	6
III. Заключительная часть Self Study. Case tasks.	2	8

Рекомендуемый материал для изучения темы

UNIT 2

Symposia, Conferences, Seminars

Task 1. Read and translate the text.

Symposia, Conferences, Seminars

A Symposium is a formal gathering in an academic setting where participants are experts in their fields. These experts present or deliver their opinions or viewpoints on a chosen topic of discussion. It would be correct to label a symposium as a small scale conference as the number of

delegates is smaller. There are the usual discussions on the chosen topic after the experts have presented their speeches. The chief characteristic of a symposium is that it covers a single topic or subject and all the lectures given by experts are completed in a single day. A Symposium is prestigious conferences, generally leading venues in their respective fields.

A Conference refers to a formal meeting where participants exchange their views on various topics. Conference can take place in different fields, and it need not be academic in nature all the time. Thus, we have parent teacher conferences, sport conferences, a trade conference, a conference of journalists, conference of doctors, a conference of research scholars, and so on. A conference is a meeting that has been prearranged and involves consultation and discussion on a number of topics by the delegates. Conference and symposium are similar events where speakers come together and give their opinions on a chosen subject. Symposium can be described as a smaller conference that gets over in a single day with a lesser number of delegates.

A Seminar is a form of academic instruction, either at a university or offered by a commercial or professional organization. It has the function of bringing together small groups for recurring meetings, focusing each time on some particular subject, in which everyone present is requested to actively participate. The Instructor has prepared the concepts and techniques they will present and discuss through a combination of visual materials, interactive tools or equipment, and demonstrations. It includes some take home material for the participants that relates to the lecture. A full laboratory phase is not a requirement.

A congress is a formal meeting of the representatives of different nations, constituent states, independent organizations (such as trade unions), or groups

The Permanent International Committee of Linguists (CIPL) is kindly inviting you to participate in the International Congress of Linguists (ICL), held 21-27 July, 2013 in Geneva, Switzerland.

The International Congress of Linguists (ICL) takes place every five years, under the governance of the International Permanent Committee of Linguists (CIPL). The last congress took place in Seoul, year 2008. The Société Suisse de Linguistique (SSL) submitted a proposal for the organization of the 19th congress, in 2013, in Ferdinand de Saussure's city, one century after his death.

In general, the topics discussed at the congresses reflect the rapid growth of linguistics as a science and its manifold interfaces with psychology, sociology, anthropology, philosophy and many other sciences. The expansion and specialization of linguistics are impressive. At present no scholar can claim to be conversant with the whole of the linguistic literature. Even more limited fields, such

as sociolinguistics, psycholinguistics and semantics are developing at a rate which makes them increasingly difficult for the individual scholar to follow without reliable bibliographical assistance.

Workshops / Open Conference Topics

The Scientific Committee has selected workshops after the closing of the first call for papers (for workshop organization). The SC is currently selected abstracts for workshop organization submitted in the second call for papers.

A great deal of freedom is left to workshop organizers : some have chosen "open" workshops (they expect contributions proposals to come through the website), other have chosen "closed" workshops.

To propose an abstract in an open workshop, please read the corresponding page: workshop organizers's demands may differ.

Suppose you received a formal invitation to an international congress and your paper was accepted by the congress committee and included into the agenda. There may be about 100 or more papers scheduled for the congress. All those wishing to contribute their papers to the congress should send their abstracts. The latter may be published directly at the congress without any editory. Authors must therefore take full responsibility for the correctness of the contents.

Post-congress proceedings usually contain the full texts of the symposium papers. Generally such volumes of proceedings consist of a general account of the congress, a list of members, and the papers of all the speakers.

The manuscripts that fail to arrive at the organizing center by the appointed time are not considered for publication in the proceedings.

General programs of the sessions and all official events of the congress are usually sent out to all the speakers and invitees. The programs also detail the procedure of reading papers, the time limit for speakers, the official languages of the congress as well as the procedure of registration.

The agenda of the congress is drawn up by the Board or organizing committee; the Board chooses the proper papers, schedules the presentation and provides social program of the conference. The duty of the Board is to care of the hotel accommodation, coach trips, meals and so on for the participants. Each participant has the right to enjoy the social program: free excursions about the city, technical visits, receptions, post-congress tours.

The general procedure of the registration begins with filling in the forms (questionnaires) indicating the name, citizenship, date of birth, position held, the field of research and the title of the paper if any. At the registration, the participants normally get a registration card, a nameplate and often a badge to be worn throughout the conference period.

The opening ceremony of the congress is followed by a reception. Sessions may be followed by round-table discussions. All kinds of informal occasions give more opportunity for scientists for relaxed discussions than is possible in the more formal atmosphere of the conference hall.

Task 2. Answer the questions on the possible congress you might be invited to:

1. When and where is the congress going to be held?
2. Will your paper be on the agenda?
3. What is the subject of your paper?
4. Have you already sent it to the Congress Board?
5. What will be the hotel accommodations for the participants?
6. How far is the hotel from the congress hall? How will you get there?
7. What can you tell about the program of the congress? How many sessions will the congress consist of?

Some useful phrases

a paper, a report - доклад

a final paper - заключительный доклад

a detailed paper - подробный доклад

a poster paper - стендовый доклад

a summary (brief) paper - краткий доклад

the subject of a paper - тема доклада

an abstract (a brief summary) of a paper - краткое изложение доклада

to keep to the point (subject) - не отступать от темы

to present (to submit, to contribute) a paper - представши/, доклад

an address, a speech - обращение

an opening address - вступительная речь

a welcome address - приветственная речь

an agenda - повестка дня

an approved agenda - одобренная повестка

a draft of the agenda - проект повестки

to include in the agenda - включить в повестку

to propose the agenda - предложить повестку

on the agenda - на повестке дня
to fix the agenda - установить повестку
to draw up the agenda - составить повестку
miscellanea - разное
committee - комитет
an executive committee - исполнительный комитет board - правление council - совет
a convener - конвирер. член комитета, назначающий день заседания
treasurer - казначей
chairman - председатель
a questionnaire, form - анкета
citizenship - гражданство
date of birth - дата рождения
position held - занимаемая должность
title - звание
first/ Christian name - имя
surname - фамилия
to register - зарегистрироваться
a desk of registration - стол регистрации
a certificate-удостоверение
(items) to be handed at registration - вручается при регистрации
a badge, pin - значок
a folder - папка
a file - комплект бумаг
a name-plate - планка с именем участника
a handbook - справочник (участника конференции)
a registration card - регистрационная карточка
to invite - приглашать
invitation - приглашение
a formal (written) invitation - официальное (письменное) приглашение
to receive an invitation - получить приглашение
invited participant; invitee - приглашенный участник
to accept an invitation - принять приглашение
to decline an invitation - отклонить приглашение

to send out invitations - рассылать приглашения
at the invitation - по приглашению

Task 3. Give the English equivalents to the following:

Научный доклад; статья; диссертация; читать доклад; опубликовать доклад; написать доклад; заключительный доклад; стендовый доклад; тезисы доклада; не отступать от темы; приветственная речь; пункт повестки дня; проект повестки; предложить повестку; разное; исполнительный комитет; организационный, подготовительный комитет; комиссия по выработке регламента или порядка дня; член комитета, назначающий день заседания; труды конференции; дать рецензию на доклад; автореферат диссертации (статьи); регламент конференции; научный руководитель; председатель; анкета; занимаемая должность; зарегистрироваться; стол регистрации; удостоверение; папка для бумаг; комплект бумаг; планка с именем участника; справочник (участника конференции); регистрационная карточка; получить приглашение; отклонить приглашение; рассылать приглашения;

Task 4. Prepare the report about different kinds of conferences.

Task 5. Discuss the situation of taking part in a conference.

Task 6. Translate the text into English using the key words.

Key words

a philological faculty / department;
a philologist
an annual international conference
the largest forum
in the field of Philology
in the North-West of Russia
Over the past 15 years
to earn a great reputation
the representative body of the scientific activity
to speak at a conference
several tens (of)
undergraduate and graduate courses
to be divided into 25 sections

to be organised into six areas
folklore ['fəʊklɔː]
general linguistics
Slavic Philology
Romano-Germanic Philology
the field of linguistics
the field of literary studies
domestic Philology
in the reports of the students
to live and gain
remarkable traditions of different scientific directions and schools
classical Philology
study of folklore
historical and contemporary Russian language studies
prosody
a lively exchange of views and reports discussion
In addition to
in the context, in / within the framework
student reports
experts in various fields of Philology

Text

Филологический факультет Санкт-Петербургского государственного университета приглашает вас принять участие в XVIII Международной конференции студентов-филологов, которая будет проходить с 6 по 11 апреля 2015 года.

Ежегодная Международная конференция студентов-филологов СПбГУ является крупнейшим научным студенческим форумом в области филологии на Северо-Западе России. За последние 15 лет она завоевала авторитет представительного органа научной деятельности молодых филологов.

На конференции, как правило, выступает 250–300 студентов, представляющих несколько десятков учебных заведений Российской Федерации и других стран. В конференции принимают участие студенты всех курсов обучения, как бакалавриата, так и магистратуры.

Работа конференции проходит в 25 секциях, которые объединены в шесть направлений: «Русский язык», «Литература и фольклор», «Общее языкознание», «Славянская филология», «Романо-германская филология».

На конференции представлены практически все важнейшие тематические области современной филологии, как в сфере языкознания, так и в сфере литературоведения. Важным фактором для развития отечественной филологии в целом является то, что в докладах студентов живут и обретают новые импульсы замечательные традиции различных научных направлений и школ: классической филологии, фольклористики, исторической и современной русистики, стиховедения и др.

В традициях конференции живой обмен мнениями и обсуждение докладов, научные дискуссии, в которых принимают участие не только студенты — участники конференции, но и преподаватели и ученые.

Помимо секционных заседаний, в ходе конференции организуется ряд пленарных заседаний в рамках каждого из шести направлений. Отличительной особенностью пленарных заседаний является то, что, кроме студенческих докладов, здесь в большинстве случаев звучат доклады приглашенных ученых, крупных специалистов в различных сферах филологии.

Задания на самостоятельную подготовку

1. Write down a job advertisement on behalf of the company where you would like to work after completing your Master's course. Design your ad according to the plan:

1. A short introduction to the company (name, industry, place of work) and its logo (if possible).
2. A short description of the open position (title, mission, function, type of contract, duration of the contract...).
3. The required technical and behavioral skills.
4. The application deadline (and possibly the starting date).
5. The job's specifications.
6. The person in charge of the application process.
7. The mailing / e-mail address.

2. Make up your portfolio. Put your personal information to the items given below according to the recommendations.

A portfolio is a binder or book that shows off your work and abilities. It goes beyond a cover letter and a résumé. A portfolio is a job-hunting tool that gives employers a picture of who you are - your experience, education, accomplishments, and skills. Not only does it show the employer who you are, but it also displays what you have the potential to become. It is designed to support you as you market yourself!

You should start developing your portfolio by doing a self-assessment. Evaluate what you have to offer and what the best ways are to market your assets. You should decide which skills and experience you have will relate to the needs of the interviewer, or what you would most like the interviewer to see. If you don't have much work experience—most students don't—you'll need to tell about your law school work, volunteer work, and hobbies for evidence of the relevant skills you know you have.

The following is a list of items you may want to include:

1. Table of Contents (for easy reference).
2. Career Summary and Goals: A description of what you stand for (such as professional ethics, organizational interests, management philosophy, etc.) and where you see yourself in two to five years.
3. Traditional Resume: A summary of your education, achievements, and work experience, using a chronological or functional format.
4. Skills, Abilities and Marketable Qualities: A detailed examination of your skills and experience. This section should include the name of the skill area; the performance or behaviour, knowledge, or personal traits that contribute to your success in that skill area; your background and specific experience that demonstrate your application of the skill.
5. Samples of Your Work: A sampling of your best work, including reports, papers, studies, brochures, projects, presentations, etc. Besides print samples, you can also include CD-ROMs, videos, and other multimedia formats.
6. Testimonials and Letters of Recommendations: A collection of any kudos you have received from customers, clients, colleagues, past employers, professors, etc. Some experts even suggest including copies of favorable employer evaluations and reviews.
7. Awards and Honours: A collection of any certificates of awards, honours, and scholarships.
8. Conference and Workshops: A list of conferences, seminars, and workshops you've participated in and/or attended.

9. Transcripts, Degrees, Licenses, and Certifications: A description of relevant courses, degrees, licenses, and certifications.
10. Test Results: Document professional or graduate school testing results (such as GRE subject test results).
11. Newspaper Clippings: Include articles and/or photos that address your achievement.
12. References: A list of three to five people (including full names, titles, addresses, and phone/email) who are willing to speak about your strengths, abilities, and experience. At least one reference should be from your former manager.

Organizing Your Portfolio

You should keep your portfolio in a professional three-ring binder.

Come up with an organizational system of categories to put your items together. Sample categories are as follows: Work Experience, Education, Awards and Certificates, Special Skills, Personal Accomplishments, Background. Use tabs or dividers to separate various categories.

Your portfolio should be no more than 25 pages. The shorter it is the better because an employer will only really absorb 6-10 samples.

Every page should have a title, a concise caption, and artifact. Captions should explain the process you went through and the resulting benefits. Use the same type of action verbs as you use in a resume.

Photocopy full-page samples to a smaller size, if needed.

Make the layout and design consistent, and don't get overly decorative—keep it clean and use lots of white space.

You may also consider including CD with samples of your work. An on-line portfolio is another option.

Once you have put together your portfolio, you should create a title page, table of contents, and introduction. The introduction is your opportunity to tie together your portfolio contents and summarize your qualifications.

Задания для самостоятельной работы

Text 1

I. Read and translate the text.

PROFESSIONAL TITLES AND RANGE OF LEGAL WORK

Although many kinds of people working in or studying legal affairs are referred to as lawyers, the word really describes a person who has become officially qualified to act in certain legal matters because of examinations he has taken and professional experience he has gained. Most countries have different groups of lawyers who each take a particular kind of examination in order to qualify to do particular jobs. In Japan, a lawyer must decide whether he wants to take the examination to become an attorney, a public prosecutor or a judge. In England, the decision is between becoming a barrister or a solicitor. Barristers specialize in arguing cases in front of a judge and have the right to be heard, the right of audience, even in the highest courts. They are not paid directly by clients, but are employed by solicitors.

Judges are usually chosen from the most senior barristers, and once appointed they cannot continue to practice as barristers. Solicitors do much of the initial preparation for cases which they then hand to barristers, as well as handling legal work which does not come before a court, such as drawing up wills, and dealing with litigation which is settled out of court. Solicitors also have a right of audience in lower courts, but in higher courts, such as the Court of Appeal, they must have a barrister argue their client's case.

In general, it can be said that a barrister spends most of his time either in a courtroom or preparing his arguments for the court and a solicitor spends most of his time in an office giving advice to clients, making investigations and preparing documents. Many people believe the distinction between barristers and solicitors should be eliminated in England, as has already happened in Australia. The government is considering various proposals, but there are arguments for maintaining, as well as removing, the division.

Even lawyers with the same qualifications and professional title may be doing very different kinds of work. Most towns in the United States, for example, have small firms of attorneys who are in daily contact with ordinary people, giving advice and acting on matters such as consumer affairs, traffic accident disputes and contracts for the sale of land. Some may also prepare defences for clients accused of crimes. However, in both the United States and other industrialised countries, lawyers are becoming more and more specialised.

Working in small firms, lawyers now tend to restrict themselves to certain kinds of work, and lawyers working in large law firms or employed in the law department of a large commercial enterprise work on highly specific areas of law. One lawyer may be employed by a mining company just to prepare contracts for the supply of coal. Another may work for a newspaper advising the

editors on libel matters. Another may be part of a Wall Street firm of over a hundred lawyers who specialise in advising stockbrokers on share transactions.

As well as the type of work, the working conditions and pay among members of the legal profession also vary greatly. For some people, the image of a lawyer is someone who spends a very wealthy and comfortable life. However, it should not be forgotten that there are also lawyers whose lives are not so secure. The Wall Street attorney probably earns a high salary, but the small firm giving advice to members of the public on welfare rights or immigration procedures may have to restrict salaries in order to stay in business. There are lawyers in developing countries whose business with fee-paying clients subsidises the work they agree to do for little or no payment for citizens' rights groups.

Lawyers involved in human rights may even find their profession as a dangerous one. Amnesty International research shows that more than 60 lawyers investigating cases against people accused of political crimes were murdered in 1990. In countries where the government ensures that all people have access to a lawyer in an emergency, there are firms that specialise in dealing with people who would not be able to pay for legal services out of their own pocket. For example, in England anyone facing criminal prosecution is entitled to choose a firm of lawyers to represent him. If his income is below a certain level he will not be asked to pay: the firm will keep a record of its costs and will apply to the government-funded Legal Aid Board for payment.

There are more than one million lawyers, also referred to as attorneys, in the United States. More than 70 percent of them are in private practice. Around 10 percent are government lawyers who work for federal, state, or local agencies. Another 10 percent work for corporations, unions, or trade associations. A small number of lawyers work for public interest or legal aid organizations. An even smaller number are law professors, judges, or elected officials. Contrary to popular belief, most lawyers rarely go to court. Most law practice involves giving advice, drafting legal opinions, negotiating settlements, or otherwise providing out-of-court legal assistance. Some lawyers do, however, go to court. They are called trial attorneys or litigators. In civil cases, lawyers act as advocates for their clients' positions. Likewise, in a criminal case, the lawyer for the defendant has a duty to do everything possible without violating a code of professional ethics to secure the release and acquittal of his or her client.

II. Find the English equivalents to these phrases:

- иметь официальную квалификацию для решения определенных правовых вопросов;
- сдать экзамен для назначения на должность адвоката;
- судьи выбираются из самых старших по званию адвокатов;
- солиситоры проводят начальную подготовку дел;
- барристеры проводят большую часть времени в зале суда;
- контракты на продажу земли;
- ограничивают круг работы;
- большое коммерческое предприятие;
- горнодобывающая компания;
- занимаются подготовкой контрактов на поставку угля.
- работа многих юристов небезопасна;
- адвокаты из фирм на Уолт Стрит имеют приличное жалование;
- консультировать людей по социальным правам;
- платные клиенты;
- юристы, занимающиеся правами людей, считают свою работу опасной;
- люди, которые не могут заплатить за юридические услуги из своего кармана;
- выбирать юридическую фирму для представления своих интересов;
- организация юридической помощи;
- предоставление внесудебной правовой помощи;
- доход ниже определенного уровня.

V. Answer the following questions:

1. What person can be described as a lawyer?
2. What do barristers specialise in?
3. Who employs and pays the barristers?
4. How are judges chosen?
5. Who has the right of audience?
6. How does a barrister spend most of his time?

7. How does a solicitor spend most of his time?
8. Do lawyers working in small firms have similar responsibilities and work content with those working in large firms?
9. Who works on highly specific areas of law?
10. What is a Wall Street firm?
11. Do all members of the legal profession work in good conditions?
12. Do all lawyers earn much?
13. Whose work is dangerous and why?
14. Do all people have to pay for legal services?
15. How are lawyers usually called in the United States?
16. Are all lawyers obliged to go to court?
17. What types of lawyers do usually go to court?
18. Are there many law professors in the world?
19. How are the duties of a lawyer in a criminal case differ from those in a civil case?
20. Is there any difference between the duties of a litigator and trial attorney?

V. Say whether these statements are true (T) or false (F), and explain why.

- T F 1.*** The working conditions and pay among members of the legal profession are similar.
- T F 2.*** Barristers specialize in arguing cases out of court.
- T F 3.*** Judges are elected by voting.
- T F 4.*** Solicitors handle such legal work as drawing up wills, and dealing with litigation which is settled out of court.
- T F 5.*** Many people in England want the distinction between barristers and solicitors to be eliminated.
- T F 6.*** Lawyers do not restrict themselves to certain kinds of work.
- T F 7.*** Lawyers of Wall Street firms specialize in advising stockbrokers on share transactions.
- T F 8.*** The Wall Street attorney have to restrict salaries in order to stay in business.
- T F 9.*** There are firms that specialize in dealing with people who would not be able to pay for legal services out of their own pocket.
- T F 10.*** A small number of lawyers work for public interest or legal aid organizations.

- T F 11.* Some lawyers who go to court are called trial attorneys or litigators.
- T F 12.* Lawyers involved in human rights find their profession as a dangerous one.
- T F 13.* All lawyers spend a very wealthy, calm and comfortable life.

V. Translate the sentences into English:

1. Юрист в современном обществе – специалист, профессионально обученный разрешать социальные конфликты с позиции права.
2. Юрист действует справедливо, на разумной основе.
3. Юристы не только участвуют в реализации права, они вносят свой вклад в развитие законодательства, в совершенствование правового регулирования общественных отношений, складывающихся в социальной сфере, в укрепление правопорядка.
4. Юристы разрабатывают предложения по совершенствованию законодательства и направляют их в компетентные органы.
5. Юристы участвуют в работе правотворческих органов, готовят проекты законов и других юридических актов, дают заключения и отзывы на проекты нормативных актов.
6. Миссия юристов заключается в служении людям, обществу, в том, чтобы обеспечить в обществе организованность, дисциплину и такой правопорядок, который базируется на началах справедливости, гуманизма и правды.
7. Быть юристом в современном обществе – большая честь и огромная ответственность.
8. Адвокат является реальным участником судебного процесса, который, благодаря своим знаниям, умению и красноречию, способен повлиять на исход дела.
9. Никто не может стать адвокатом, только благодаря наличию диплома о высшем юридическом образовании, необходимо сдать адвокатский экзамен.
10. Чтобы быть допущенным к сдаче экзамена, нужно иметь высшее юридическое образование или кандидатскую / докторскую степень по юридической специальности. И иметь двухлетний стаж работы в качестве юриста.
11. Претенденту необходимо подготовить пакет документов для того, чтобы предоставить их в квалификационную комиссию.

12. Вы должны предоставить следующие документы: заявление, копии паспорта, трудовой книжки, диплома о высшем образовании или свидетельства о присуждении ученой степени, свидетельство о присуждении ИИН, биография.
13. Если претендент соответствует всем требованиям, и документы прошли проверку, то он может быть допущен к сдаче экзамена.
14. Чтобы успешно сдать адвокатский экзамен, следует правильно ответить на 60% вопросов письменного задания и на все вопросы по экзаменационному билету при собеседовании.
15. Чтобы стать судьей, необходимо достигнуть возраста 25 лет, получить юридическое образование и иметь 5 лет профессионального стажа.
16. Получить юридическое образование недостаточно, чтобы стать судьей и осуществлять правосудие.
17. Поскольку должность судьи очень престижная, желающие должны хорошо учиться.
18. Компетенции мировых судей разнообразны: они занимаются уголовными делами, гражданскими спорами, такими как расторжение брака и раздел имущества, трудовыми и имущественными спорами.
19. На судейское место всегда существует конкурс.
20. Чтобы претендовать на должность судьи, нужно сдать квалификационный экзамен.

Exercise VI. Prepare the report about your future job (20 sentences).

Text 2

I. Read and translate the text

LEGAL PROFESSIONS

A lawyer is a person learned in the law. A lawyer, also known as an attorney, a counselor, a solicitor, a barrister or an advocate, is an individual licensed by the state to engage in the practice of law and advise clients on legal matters. Lawyers act as both advocates and advisors on behalf of their clients. The role of the lawyer varies significantly across legal jurisdictions, and therefore can be treated in only the most general terms. Lawyers' roles vary greatly, depending upon their practice environment and field of specialization.

In most countries there is only one legal profession. This means that all the lawyers have roughly the same professional education leading to the same legal qualifications, and they are permitted to do all the legal work. In England the system is different. Here the profession is divided into two types of lawyers, called solicitors and barristers. Solicitors and barristers are both qualified lawyers, but they have different legal training; they take different examinations to qualify; and once they have qualified, they usually do different types of legal work. As for solicitors they deal with a range of legal work: preparing cases to be tried in the civil or criminal courts; giving legal advice in the field of business and drawing up contracts; making all the legal arrangements for the buying and selling of land or houses; assisting employees and employers; making wills.

The path to becoming a lawyer in the United States usually involves completing a four-year college program, demonstrating strong academic skills, taking the Law School Admission Test (LSAT), completing law school (usually a three-year program), and passing a state-administered bar examination. The rules for eligibility to take the bar and to qualify for bar admission are set by each state. However, to receive a license to practice law, one must be a graduate of a law school that meets certain standards, and one must achieve a passing score on the bar examination.

There are mainly “courtroom lawyers” who actually conduct cases in court. Unlike solicitors, they have rights of audience (rights to appear) in any court of the land, and so barristers are those lawyers who appear in the more difficult cases in the higher courts. The educational requirements to become a lawyer vary greatly from country to country. In some countries, law is taught by a faculty of law which is a department of a university's general undergraduate college. Law students in those countries pursue a Bachelor (LLB) or a Master of Laws (LLM) degree.

In some countries it is common or even required for students to earn another bachelor's degree at the same time. Besides it is often followed by a series of advanced examinations, apprenticeships, and additional coursework at special government institutes. In other countries, particularly the United States, law is primarily taught at law schools. Most law schools are part of universities but a few are independent institutions. Law schools in the United States (and some in Canada and elsewhere) award graduating students a J.D. (Jurist Doctor / Doctor of Jurisprudence) as the practitioner's law degree. However, like other professional doctorates, the J.D. is not the exact equivalent of the Doctor of Philosophy (Ph.D.), a university degree of the highest level, since it does not require the submission of a full dissertation based on original research.

The methods and quality of legal education vary widely. Some countries require extensive clinical training in the form of apprenticeships or special clinical courses. Many others have only lectures on highly abstract legal doctrines, which force young lawyers to figure out how to actually

think and write like a lawyer at their first apprenticeship (or job).

In most common law countries lawyers have many options over the course of their careers. Besides private practice, they can always aspire to becoming a prosecutor, government counsel, corporate in-house counsel, judge, arbitrator, law professor, or politician. In most civil law countries, lawyers generally structure their legal education around their chosen specialty; the boundaries between different types of lawyers are carefully defined and hard to cross. After one earns a law degree, career mobility may be severely constrained.

VOCABULARY AND COMPREHENSION CHECK

II. Find the English equivalents for the following word combinations:

- консультировать клиентов по вопросам права
- выполнять все виды юридической работы
- солиситоры и барристеры
- сдавать квалификационные экзамены
- право преподается на юридическом факультете
- университетский колледж, готовящий бакалавров
- степень магистра
- добиваться получения степени бакалавра
- тест, сдаваемый для поступления в юридический колледж
- присвоить ученую степень доктора юриспруденции (США)
- защита диссертации
- научно- исследовательская работа
- учебная практика
- ученичество, место начального практического обучения
- штатный юрисконсульт компании
- страны общего права (англо-саксонской системы права)
- страны романо-германской (континентальной) системы права

III. Answer the following questions:

1. How do you understand the word “lawyer”?
2. What is so special in legal profession in England?
3. What is the difference between solicitors and barristers?
4. What have you learned about educational requirements to those who want to become a lawyer?
5. What degrees can you obtain at the university?
6. What degree is awarded in the USA?
7. What have you learned about methods and quality of legal education in different countries?
8. What kind of options do lawyers have in common law countries?
9. Why is career mobility constrained in civil law countries?
10. What can lawyers do besides private practice?

IV. Translate the sentences into English.

1. В Англии есть два типа юристов - солиситоры и барристеры.
2. Барристер - это юрист, который ведет судебные дела, выступает в суде, готовит документы для суда.
3. Солиситоры, у которых есть специальный сертификат, имеют право выступать в суде.
4. В Англии в 2008 году было 112,2 тысяч солиситоров и около 16,5 тысяч барристеров.
5. С 1997 по 2008 год количество юристов в Англии увеличилось более чем на 50%.
6. Для того, чтобы стать солиситором нужно иметь юридическое образование.
7. Солиситором может стать бакалавр права в Англии (после трех лет обучения) (LLB), либо бакалавр в какой-либо другой области, который прошел годичный интенсивный курс профильного образования (GDL - Graduate Diploma in Law).
8. Кроме юридического образования необходимо получить контракт на прохождение практики в юридической фирме (training contract), в течение двух лет проработать в четырех разных департаментах, по 6 месяцев в каждом.
9. Получить образование в Англии относительно легко, но сложно получить контракт на прохождение практики.
10. В фирмах с большим жалованием конкуренция составляет около 20-40 человек на место.

VI. Prepare the report “Lawyer’s profession in Russia” (20 sentences).

Text 3

I. Read and translate the text.

TOP TEN LEGAL SKILLS

While legal positions vary greatly in scope and responsibility, there are several core legal skills that are required in most legal functions. If you are considering a career in the law, it is wise to polish these top ten legal skills to excel in today’s competitive legal market.

1. *Oral Communication* is one of the most fundamental tools of the legal professional. Legal professionals must:

- Convey information in a clear, concise, and logical manner.
- Communicate persuasively.
- Advocate a position or a cause.
- Master legal terminology.
- Develop keen listening skills.

2. *Written Communication*. From writing simple correspondence to drafting complex legal documents, writing is an integral function of nearly every legal position. Legal professionals must:

- Master the stylistic and mechanical aspects of writing.
- Master the fundamentals of grammar.
- Learn how to write organized, concise and persuasive prose.
- Draft effective legal documents such as motions, briefs, memos, resolutions and

legal agreements.

3. *Client Service*. In the client-focused legal industry, serving the client honestly, capably and responsibly is crucial to success.

4. *Analytical and Logical Reasoning*. Legal professionals must learn to review and assimilate large volumes of complex information in an efficient and effective manner. Legal analytical and logical reasoning skills include: reviewing complex written documents, drawing inferences and making connections among legal authorities; developing logical thinking, organization and problem-solving abilities; structuring and evaluating arguments; using inductive and deductive reasoning to

draw inferences and reach conclusions.

5. *Legal Research*. Researching legal concepts, case law, judicial opinions, statutes, regulations and other information is an important legal skill.

6. *Technology*. Technology is changing the legal landscape and is an integral part of every legal function. To remain effective in their jobs, legal professionals must master communications technology including e-mails, voice messaging systems, videoconferencing and related technology.

7. *Knowledge of Substantive Law and Legal Procedure*. All legal professionals, even those at the bottom of the legal career chain, must have basic knowledge of substantive law and legal procedure.

8. *Time Management*. In a profession based on a business model (billable hours) that ties productivity to financial gain, legal professionals are under constant pressure to bill time and manage large workloads.

9. *Organization*. In order to manage large volumes of data and documents, legal professionals must develop top-notch organizational skills.

10. *Teamwork*. Legal professionals do not work in a vacuum. Even solo practitioners must rely on secretaries and support staff and team up with co-counselors, experts to deliver legal services.

II. Find the English equivalents to these word combinations:

- профессиональные компетенции юриста
- представлять информацию в ясной и краткой форме
- овладеть юридической терминологией
- развивать способность внимательно слушать собеседника
- составлять сложные юридические документы
- овладеть основами грамматики
- составлять ходатайства, записки по делу
- обслуживать клиента честно и ответственно
- просматривать и усваивать большой объем информации
- навыки логического рассуждения
- делать выводы и умозаключения
- осваивать технологии общения (коммуникации)

- на нижней ступеньке карьерной лестницы
- знания материального права и судопроизводства
- выдерживать большие рабочие нагрузки
- почасовая оплата
- развивать навыки самоорганизации высокого класса
- работа в команде

III. Answer the following questions:

1. What core legal skills are required in most legal functions?
2. What skills are important for legal professionals?
3. What skills are crucial for legal professionals?
4. What qualities are crucial to succeed in today's competitive legal market?
5. What must legal professionals learn to do?
6. What do legal analytical and logical reasoning skills include?
7. What basic knowledge must all legal professionals have?
8. Do legal professionals work in a vacuum? Why?

IV. Say whether the following statements are true (T) or false (F), and if they are false, say why (see appendix 4).

- T F 1.*** Oral Communication skills are not important for legal professionals.
- T F 2.*** Legal professional must be an adept in legal affairs.
- T F 3.*** It's insignificant for a legal professional to have the abilities of writing legal documents.
- T F 4.*** It's not obligatory for a legal practitioner to have the skills of writing e-mails.
- T F 5.*** Each lawyer must have basic knowledge of substantive law and legal procedure.
- T F 6.*** Legal professionals can't bill time because of large workloads.
- T F 7.*** Top-notch organizational skills are necessary to work with piles of documents.
- T F 8.*** Legal professionals work in their vacuum.
- T F 9.*** Solo practitioners must rely on themselves.

- TF 10.*** Support staff usually help the experts to deliver legal services.
- TF 11.*** Legal research is the only reliable tool of the legal profession.
- TF 12.*** In the first year students must read and brief hundreds of cases.
- TF 13.*** Top-notch organizational skills help to cope with a large amount of data and documents.
- TF 14.*** Reviewing complex written documents, drawing inferences and making connections among legal authorities are analytical and logical reasoning skills.

V. Translate the sentences into English:

1. Мы осваиваем юридическую терминологию с первого дня поступления в университет.
2. К концу курса обучения вы научитесь представлять информацию в четкой и краткой форме.
3. На вчерашнем семинаре по теории государства и права студенты активно отстаивали свои позиции.
4. Только к концу прошлого семинара я понял, как составлять ходатайство.
5. На лекции преподаватель рассказывал об использовании индуктивно-дедуктивных методов в работе юриста.
6. Он занимается исследовательской работой по семейному праву.
7. Овладение современными технологиями общения, такими, как видеоконференции, является неотъемлемой частью работы юриста.
8. Компании требуется юрист, владеющий навыками составления сложных юридических документов.
9. Во многих компаниях существует почасовая оплата труда.
10. Главное правило нашей компании – обслуживать клиентов честно и ответственно.
11. Работа юриста когда-то была более или менее спокойной.
12. Однако в настоящее время она также связана с риском высокой ответственности.
13. Неправильный совет может принести огромный ущерб фирме и репутации самого юриста.
14. Разумеется, риск ответственности зависит от характера принимаемых решений, их масштабности.

15. В целом работу юриста нельзя назвать спокойной, это очень напряженная работа, отсутствие нормированного рабочего дня и даже рабочей недели.
16. Юристы часто вынуждены работать по вечерам, в выходные дни.
17. Во время рабочего дня могут поступать самые различные задания, требующие немедленного решения.
18. Привлекательность профессии юриста состоит в ее определенной самостоятельности. Юристы принимают решения в соответствии с законом, а толкование закона предполагает самостоятельность.
19. Юристы обычно так или иначе подчинены своему руководству, кроме судей и лиц свободной профессии – адвокатов.
20. Чем лучше соображает юрист, чем больше знает; чем он смелее и настойчивее, тем точнее будут его решения и тем самым выше репутация.

Приложения

Appendix 1

THE PLAN OF RENDERING NEWSPAPER ARTICLES

<p>1. The headline of the article. The title of the article is ... The article is entitled ... The headline of the article is ... The article is headlined ...</p>	Статья озаглавлена
<p>2. The date-line of the article. The author of the article is... The author of the article is The article was written by The article was published (issued) in ... The article is taken from the newspaper... The article was written by ... The article was published (printed) in ... (www.wikipedia.com – w w w dot w i k i p e d i a dot c o m)</p>	Автор статьи ... Статья была опубликована в ...
<p>3. The central idea of the article. The main idea of the article is ... The central idea of the article is.. The main idea of the article is... The article is devoted to... The article deals (is concerned) with... The article touches upon... The purpose of the article is to give the reader some information on... The aim of the article is to provide a reader with some material on... The central idea can be worded in the following way ...</p>	Главная идея статьи ...
<p>4. Give a summary of the article (no more than 10-20 sentences). At first the author gives some</p>	В начале автор предоставляет

<p>information about (informs us, describes, states)</p> <p>The author starts by telling the reader about...</p> <p>According to the text...</p> <p>The author stresses...</p> <p>Further the author reports that...</p> <p>As is clear from the article ...</p> <p>He touched upon.. .</p> <p>I want to single out the key points on which the article is based.</p> <p>Let's look through the text for figures, data which are very important for the general understanding the problem discussed.</p> <p>I want to point out the following facts that turned out to be new for me.</p> <p>I'm going to state the main problem discussed in the article.</p> <p>The text came to the conclusion that...</p> <p>Then he</p> <p>Further he dwells upon (tries to convince, argues, boasts of ...)</p> <p>In conclusion, the author ...</p> <p>I think (consider, believe) ...</p> <p>There is no doubt ...</p> <p>As the title implies the article describes ...</p> <p>The paper is concerned with...</p> <p>It is known that...</p> <p>It should be noted about...</p> <p>The fact that...</p> <p>... is stressed.</p> <p>A mention should be made about ...</p> <p>It is spoken in detail about...</p> <p>It is reported that ...</p>	<p>информацию (информирует нас, описывает, утверждает ...)</p> <p>С самого начала автор дает информацию о (сообщает нам, описывает, утверждает)</p> <p>Автор начинает с того, что...</p> <p>Согласно тексту ...</p> <p>Автор подчеркивает ...</p> <p>Далее автор сообщает, что..</p> <p>Как ясно из статьи ...</p> <p>Он затронул...</p> <p>Я хочу выделить ключевые моменты, на которых основана статья...</p> <p>Давайте рассмотрим цифры, данные, которые очень важны для общего понимания обсуждаемой проблемы.</p> <p>Я хочу выделить те факты, которые оказались новыми для меня..</p> <p>Я собираюсь установить главную проблему статьи.</p> <p>Текст заканчивается тем, что...</p> <p>Затем он...</p> <p>Далее он рассматривает (пытается убедить, утверждает, хвастается ...)</p> <p>В заключение, автор ...</p> <p>Я считаю</p> <p>Без сомнения ...</p> <p>Как следует из названия, в статье описывается</p> <p>Этот документ касается...</p> <p>Известно, что...</p> <p>Следует отметить, о...</p> <p>Дело в том, что ...</p> <p>... подчеркивается.</p> <p>Также следует упомянуть о ...</p> <p>Подробно рассказывается о...</p> <p>Сообщается, что ...</p> <p>Текст дает ценную информацию</p>
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<p>The text gives valuable information on...</p> <p>Much attention is given to...</p> <p>It is shown that...</p>	<p>о...</p> <p>Большое внимание уделяется...</p> <p>Показано, что...</p>
<p>5. Express your own point of view on the problem discussed.</p> <p>The following conclusions are drawn...</p> <p>The paper looks at recent research dealing with...</p> <p>The main idea of the article is... It gives a detailed analysis of... It draws our attention to... It is stressed that... The article is of great help to ...</p> <p>The article is of interest to is/are noted, examined, discussed in detail, stressed, reported, considered</p> <p>In my opinion, the article is interesting (useful, amusing, instructive, boring, depressing)</p> <p>It's extremely hard to predict...</p> <p>Needless to say that...</p> <p>As far as can be judged from the text...</p> <p>The article contains a lot of key, important words (terms).</p> <p>The article contains (very) important facts.</p> <p>The essence of news is...</p> <p>To appeal to a wide readership;</p> <p>The article expresses (doesn't express)</p>	<p>Можно сделать следующие выводы...</p> <p>В статье рассматриваются последние исследования, связанные с...</p> <p>Основная идея статьи... Он дает подробный анализ... Он обращает наше внимание на... Он подчеркнул, что... Эта статья является большим подспорьем для Статья представляет интерес для можно отметить, изучен, обсужден в деталях, подчеркнул, сообщила, рассмотреть</p> <p>По моему мнению, статья интересная (полезная, развлекательная, поучительная, скучная, угнетающая). Чрезвычайно трудно предсказать...</p> <p>Нет необходимости говорить, что...</p> <p>Насколько можно судить из текста...</p> <p>Статья содержит много ключевых, важных слов (терминов).</p> <p>Статья содержит (очень) важные факты.</p> <p>Сущность событий состоит в том, что...</p> <p>Обращаться к широкому кругу читателей.</p> <p>Статья выражает (не выражает)</p>

<p>the opinion of the author; it just states the facts.</p> <p>The information is very actual and important not only for... but for...</p> <p>As for me, I'm sure that...</p> <p>The article made a lasting impression on me because...</p>	<p>мнение автора, она просто констатирует факты.</p> <p>Информация очень актуальна и важна не только для но и для ...</p> <p>Лично (что касается меня) я уверен, что....</p> <p>Статья произвела на меня неизгладимое впечатление, потому, что...</p>
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Appendix 2

LINKING DEVICES TO AGREE / DISAGREE

TO AGREE USE THE FOLLOWING:

0. I'm exactly of the same opinion.
1. That's quite right.
2. Oh, exactly.
3. I can't help thinking the same.
4. I absolutely agree.

TO DISAGREE USE THE FOLLOWING:

- As a matter of fact, I don't agree.
- I'm not sure, in fact.
- I'm not at all convinced.
- I'm afraid I entirely disagree with ...
- I don't think that's right.
- I can't say I share your view.
- That's not my way of looking at it.

TO SAY YOU PARTLY AGREE USE THE FOLLOWING:

- I agree with you up to a point/ in a sense/ in a way, but ...
- I see what you mean, but ...
- There's some truth in what you say. However, ...
- I agree with much of what you say, but ...
- To a certain extent, yes, but...
- That may be true, but on the other hand ...
- That's all very well, but ...
- I agree in principle, but...
- There's much in what you say, but ...
- In spite of what you say, I think ...
- That's one way of looking at it, but ...
- I think it goes further than that.
- Well, I wouldn't say that exactly.
- Yes, but another way of looking at it would be (to say) that...
- OK, but ...

Appendix 3

GIVING OPINIONS AND REASONS

TO INTRODUCE YOUR OPINION USE THE FOLLOWING:

- I think ...
- It seems to me ...
- (Personally,) I believe ...
- From my point of view / viewpoint...
- (Personally,) I feel ...
- As far as I'm concerned, ...
- In my view/opinion ...
- As I see it, ...
- For all I know, ...
- As far as I can see, ...
- To my knowledge,...
- I guess ...
- At my best guess, ...
- To my way of thinking, ...

TO CHECK THAT YOU'VE BEEN UNDERSTOOD USE THE FOLLOWING:

- Do you see what I mean?
- I hope that's clear?
- That's clear, isn't it?
- Does it seem to make sense?
- ..., if you see what I mean.
- Are you with me?
- Do you see? Right?
- OK? Get it? /Got it?
- Am I making myself clear?
- Is that reasonably clear?

TO SAY SOMETHING IS NOT CORRECT USE THE FOLLOWING:

- Sorry, that's not right.
- I'm afraid you are not quite right.
- I'm not sure you're right about...
- I'm sorry, but you must be mistaken.
- Nothing of the kind.

- I might have misunderstood you, but ...
- You must have missed the point.
- No, that's all wrong.
- Far from it.
-

Appendix 4

INTRODUCTORY PHRASES

The point (The matter/ The fact) is that ...	Дело в том, что ...
It is generally agreed today that ...	Сегодня общепризнано, что
To begin with,	Начнем с того, что
Firstly, ... / Secondly, ... / Finally, ...	Во-первых, ... / Во-вторых,.../Наконец,...
One argument in support of	Один из аргументов в поддержку ...
The first thing that needs to be said is	Прежде всего, следует сказать...
Let's consider some pros and cons of it.	Давайте рассмотрим некоторые плюсы и минусы (этого).
First comes ...	Прежде всего нужно обсудить ...
Let's go on to the point of ...	Перейдем к вопросу о ...
Let us start by considering the facts.	Начнем с рассмотрения фактов.
Let us start by considering pros and cons of it.	Начнем с рассмотрения плюсов и минусов (этого).
First and foremost	В первую очередь
It is true that ... / clear that ...	Это правда, что ... / Ясно, что ..
One should note here that	Следует отметить, что ...
Another good thing about ... is that	Еще один положительный момент
The second reason for	Вторая причина
It is often said that	Часто говорят, что
It is undeniable that...	Нельзя отрицать, что
It is a well-known fact that	Хорошо известно, что
A number of key issues arise from the statement...	Это утверждение затрагивает ряд ключевых вопросов...
One of the most striking features of this problem is ..	Один из самых поразительных аспектов этой проблемы
What is more,	Более того,
Besides, ... because it is	Кроме того, ... потому что
Doubtless,	Несомненно,
One cannot deny that	Нельзя отрицать, что
It is (very) clear from these observations that	Из этих наблюдений (абсолютно) ясно, что ...
On the other hand, we can observe that	С другой стороны, мы можем наблюдать, что
The other side of the coin is, however, that	Однако, с другой стороны,
Another way of looking at this question is to	Чтобы взглянуть на эту проблему с другой стороны, надо
One should, however, not forget that	Тем не менее, не следует забывать, что
On the one hand,	С одной стороны,
On the other hand,	С другой стороны,
Although	Хотя
Besides,	Кроме того,

Moreover,	Более того,
Furthermore, one should not forget that	Кроме того, не следует забывать, что ..
In addition to	Кроме того,
Nevertheless, one should accept that	Тем не менее, следует признать, что
Experts believe that..	Эксперты считают, что...
According to some experts...	По мнению некоторых экспертов, ...
Perhaps we should also point out the fact that	Возможно, нам также следует отметить тот факт, что
It would be unfair not to mention that fact that	Было бы несправедливо не упомянуть тот факт, что
One must admit that	Надо признать, что
We cannot ignore the fact that	Мы не можем игнорировать тот факт, что ...
One cannot possibly accept the fact that	Трудно смириться с тем фактом, что ...
From these facts, one may conclude that	Из этих фактов, можно сделать вывод
Which seems to confirm the idea that	Что, по-видимому, подтверждает мысль (о том), что
Thus, ... / Therefore,...	Таким образом, ... / Поэтому
In conclusion, I can say that although ... ,	В заключение я могу сказать, что, хотя ... ,
To draw the conclusion, one can say that	Подводя итог, можно сказать, что
The arguments we have presented indicate that ...	Представленные нами аргументы указывают на то, что
From these arguments we may conclude that	Исходя из этих аргументов, можно ... прийти к заключению о том, что

