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Министерства здравоохранения Российской Федерации

УТВЕРЖДАЮ

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" " 2017 г.

**Перечень вопросов к экзамену по дисциплине  
«Деловой иностранный язык» (английский)  
для специальности 38.04.02 - Менеджмент (очная форма обучения)**

Устное собеседование по пройденным темам:

Сообщение по теме «**Travelling**», «**Customs**», «**Air Travel**», «**Business Meetings**»:

1. What may happen if a traveller fails to go through the customs properly?
2. What's the next stage of going through the customs after passport control?
3. What articles are to be declared?
4. What is duty-free?
5. What do you do if you have nothing to declare?
6. When is one through with the customs formalities?
7. Is the passenger's vaccination certificate always checked? Why?
8. Some passengers' luggage may be gone through carefully. Is it a regular occurrence? Why is it done?

Сообщение по теме «**Business Trip**», «**Hotel**»:

1. What are the cheapest rooms in hotels?
2. When are the hotels at seaside resorts usually full?
3. What must you do when you leave the hotel?
4. What is the main duty of the hotel porter?
5. Can hotel guests receive letters or post-cards?
6. What should you do arriving at the hotel?
7. What questions must the guest must answer when he/she fills the arrival form?

Сообщение по теме «**Business Etiquette**», «**Phone Conversation**»:

1. What are the main tips for the telephone etiquette?
2. What do you say if you can't hear well?
3. What do you say if you want your conversation partner to speak louder?
4. What do you say if you want the person you are talking to repeat his/ her name?
5. What do you say if you didn't understand what was said?
6. What do you say if you want to ask your conversation partner to wait?
7. What mistakes do people make while booking hotels? - taking messages on the telephone? - ordering by telephone?

4. Is it necessary for presenters to base their talk around a visual presentation that displays key figures and research results?
5. Do you know that academic conferences fall into three categories? What are they?
6. Who usually organizes conferences?
7. Can social or entertainment activities such as tours and receptions be part of the program at conferences?

**Сообщение по теме «Scientific Conference: Public Presentation of a Paper»:**

1. What is the best reason for offering a poster rather than a presentation?
2. How can you develop the content of your presentation?
3. Is the strict time limit one of the main conditions?
4. What are the main sections of a presentation?
5. Are visual aids important for an oral presentation?
6. How many slides can a presenter be allowed?
7. What is the key to doing text slides right?

**Сообщение по теме «Mini-conference: Students' Presentations of Papers»:**

1. What are the phrases to address people?
2. How can you begin your presentation?
3. How can you attract people's attention?
4. What are the phrases to sum up your presentation?
5. Do you agree that attending a conference can be one of the most beneficial career moves?
6. What parenthetical words do you know which can be helpful?

**Сообщение по теме «Final Lessons: Test-Paper, Interview»:**

1. What is an interview?
2. How often do you go for job interviews?
3. What do you usually do to impress your interviewer or prospective employer?
4. What is more effective to use during the job interview: charm or brain?
5. What do you think your image consist of?
6. Do you or your boss have personal style of management?
7. Do you think it is effective? Why?

Утвержден на заседании кафедры латинского и иностранных языков протокол № 1 от «01» сентября 2017 г.

Зав. каф. лат. и ин.яз. /  /к.п.н. Гаврилюк О.А.