**Тема:**  «Работа с тех.документацией. Виды документации»

**Цель:** Повторить грамматический материал , продолжить изучать лексическую тему «электричество, документация электрика».

**Задачи:** Отработать навык работы (в т.ч. перевода) с профессиональной лексикой по теме «электричество», повторить тематический материал, актуализировать имеющиеся знания.

**Специальность:** 13.02.09 Монтаж эксплуатации линий электропередачи, 13.02.11 Техническая эксплуатация и обслуживание электрического и электромеханического оборудования (по отраслям)

**Время выполнения:** 180 минут

# TECHNICAL DOCUMENTATION

*It is necessary to follow certain rules when working with the technical documentation - for example, marking and numbering of the document, document archiving etc.* The technical documentation is the *property* of the company/enterprise and it is necessary to handle it accordingly.

The working method with the documentation depends on what kind of documentation is involved. Firstly, the technical documentation must include a *clear* specification (label) of the product, part or semi-product. The specification can be:

* **full**
  + name
  + dimension data
  + material identification (numerical, alpha-numerical, verbal)
  + identification of a document which supplement the requirements on the product, its part or semi-product
* **simplified**

We do not understand "drawings" or "scheme" only under the technical documentation. *Technical data can also be found in the commercial documentation (advertising materials, catalogues) or in the service documentation (user manuals, service manuals).* The technical documentation is part of the company's *property*. Management (or the administration) of the technical documentation now increasingly depends on the use of modern technologies. The reason and purpose of the use of tools which are computer-assisted is the fact that these systems allow, for example:

* develop a product
* manufacture a product
* modify product
* direct connection to the production cycle
* the direct connection and communication between the different departments within the company but also with suppliers/customers by using the cloud
* monitor product life

*One of the trends that meet this requirement, is the PLM (Product Lifecycle). PLM manages the life cycle of the product from planning to its disposal.*

1. **Translate the lines given in italics.**
2. **Match the word with its definition:**

|  |  |
| --- | --- |
| 1. situation: | 1. graphical presentation of variables, e. g. regulatory system by branches and nodes |
| 1. topographic drawing | 1. the spatial distribution of the parts of the device (e. g. network situation scheme) |
| 1. signal diagram: | 1. shapes of the power lines routes or arrangement of electrical appliance parts |
| 1. modulation diagram | 1. the order and time intervals of consecutive operations of the functional units of the device |
| 1. diagram of availability: | 1. frequency bands with a multiple modulation |
| 1. table of connections: | 1. interconnected terminals |

1. **Fill in the gaps with the words from your glossary:**
2. It is much cheaper to buy a \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_or a single workpieces rather than a whole gadget or a product.
3. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_of some electric elements takes a complicated technology and chemicals as well.
4. Before we order and pay our first consignment I would want to see the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ and main characteristics in short.
5. We need the complete \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_of your tools. –What is \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_? – it is all the same that size is.
6. If you don’t meet the instruction \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, then our company won’t take the responsibility for servicing.
7. Electrician must have different \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ starting with a screw driver and ending with measuring instruments of all kinds.
8. I’m afraid the parcel is not found in system, and as I can see it in the tracing list, the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_has lost it.
9. **Make your own description according to the algorithm**

The technical documentation must be archived and registered in accordance with the agreed rules. Each document has a designated validity, the author, owner, manager must be known and it must contain additional information:

1. identifier
2. designation, title or document name
3. date of completion, issue
4. place of archiving
5. the type (assembly drawings, wiring diagrams, management ...) and size (A4, A3 ...)
6. status of changes - preliminary edition, final, designation according to the last changes, discarded
7. other information, e. g. acknowledgment and approval of inspection bodies, certificates, belonging to the set of documentation, author, language, etc.
8. information on users - the number and location of distributed copies.