**11.09**

*Ex. 2, p. 132*

1. Address…
2. Write…
3. Don’t write…
4. Start…
5. Give…
6. Write…
7. Be, don’t be…
8. Don’t attach…
9. Answer…

*Ex. 6, p. 133*

2, 3, 4

*Ex. 7, p. 133*

e, b, a, c, d

*Ex. 8, p. 133*

a: 1, 5, 7

b: 2, 4, 8

c: 3, 6

To open: 1, 2, 4, 5, 7, 8

To close: 2, 3, 6

*Ex. 9, p. 134*

1. We are looking forward to your reply.
2. We appreciate your interest in our project.
3. I am writing on behalf of the university to invite you to the conference.
4. Your early confirmation will be appreciated.
5. Do not hesitate to contact us.

**18.09**

*Ex.1, p.99*

a: B

b: B

c: B

d: A

e: A

*Ex.1, p.99 (custom)*

A: Hi! Do you want to come with me to the post office at the dinner? My phone finally arrived!

B: Really? You have been thinking about it a long time!

B: I can't even imagine what a beautiful pic you`ll make with it.

B: By the way. What kind of phone? Something from Apple?

A: Oh, no. I don’t like its products, so I bought Galaxy from Samsung.

*Recommendation letter*

Sir\Madam.

I am Vladislav Havryliuk. A Front-end developer in CoreValue Software Company. I am writing in support of Mr. Vitaly Linnik’s application for the position of junior NodeJS developer at Codeblocks Software Company.

I have known Vitally for 6 years, mostly through our collaboration in local and international Hackathons and other IT competitions.

Mr. Linnik is up-and-coming specialist in software field. His self-projects are highly appreciated by well-known companies as Master of Code and SPD University. He is an intelligent developer and knowledgeable with code standards and developing technologies. Also, he shows fast learning skills in new fields and always tries to provide creative solutions on difficult tasks. He is a good as a part of a team as well as a strong self-confident unit. On all our common projects, Vitaly shows good performance, good understanding of the subject and strong interests to achieve set goals. He successfully passed several certificates.

His English level is strong enough to collaborate with international customers. He can freely read professional documentations and maintain configuration guides of his own projects.

If you have any other questions, please, feel free to contact me and discuss it.

With best regards,

Mr. Vladislav Havryliuk.

**25.09**

*Ex.6, p.101*

C1: 2 => 9 => 4 => 1 => 6 => 3 => 12

C2: 7 => 11 => 8 => 10 => 5

*Dialogue. Invitation.*

Accepting invitation

A: Good evening Mr. Bond. Glad to see you at this meetup! Thank you for such AN interesting lecture! Let me invite you for a cup of tea?

B: Oh, Vlad. What a wonderful meeting! Of course, my dear friend! Do you know a good place nearby?

A: There is a very nice and cosy cafe just right the corner!

B: Thank you for invitation! I’d love to come! But I want to listen TO a presentation from Mr. Beolant! Can we meet at 18:00?

A: Shure! I’m looking forward to it!

B: Me too! So, see you at 18:00 at that cafe!

Declining invitation

A: Good evening Mr. Bond. Glad to see you at this meetup! Thank you for such AN interesting lecture! Let me invite you for a cup of tea?

B: Oh, Vlad. What a wonderful meeting! Thanks, but I can’t make it then.

A: Why don’t you join me for a cup of coffee?

B: I must do a presentation at 18:00?

A: Oh, I understand. Good luck! Bye!

B: I glad to see you. Bye!

**23.10**

**30.10**

Ex.11, p. 149

1. utsh => thus
2. eeeortfrh => therefore
3. iiwsklee => likewise
4. ehewrov => however
5. frthomueerr => furthermore
6. iiiytnall => initially
7. llrvaoe => overall

Ex. 4, p.111

1. The first point
2. Once you have chosen the topic
3. First of all
4. The second step in preparation
5. At this stage
6. While getting ready
7. Then
8. After that
9. Firstly
10. Secondly
11. Thirdly
12. As for text organisation
13. Another way to
14. One more popular method for
15. For example
16. we can now move to the last point of
17. That is why
18. And the last piece of advice for today

**13.11**

Ex.12, p.149

1. As a result
2. However
3. Also
4. Secondly
5. thirdly
6. finally
7. Overall
8. initially

Ex.14, p.150

1. expected
2. impact
3. interaction
4. enhanced
5. is likely to have
6. escalate
7. objective
8. administered to
9. aspects
10. examine

Ex.15, p.150

* 1. enhanced
  2. interaction
  3. escalate
  4. examine
  5. expected
  6. is likely to have
  7. administered to
  8. objective
  9. impact
  10. aspects

*Abstract*

???

**27.11**

Ex.3, p.164

1. table
2. line graph
3. bar chart or histogram
4. pie chart
5. scatter plot

**Covering letter**

Ex.2, p.140

1. institution
2. goals
3. research
4. institutional
5. proposal

Ex.6, p.141

A: 4

B: 5

C: 2

D: 3

E: 1

Ex.7, p.141

1. short-term
2. support
3. additional
4. grateful

*Covering letter*

???