

Затверджено
Вченою радою факультету іноземних мов
Харківського національного університету
імені В.Н. Каразіна
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ПРОГРАМА
вступних екзаменів
з іноземних мов
на освітньо – кваліфікаційний рівень магістра

Харків 2013

Під час вступного екзамену з іноземної мови до магістратури студенти мають виконати тестові завдання на визначення рівня мовної компетенції, сформованості рецептивних та репродуктивних лексичних і граматичних навичок.

Вступний екзамен складається з 2 частин:

1. Читання тексту без словника та виконання тестових завдань на розуміння змісту.
2. Лексико-граматичні тестові завдання.

1. У першій частині екзамену студентам необхідно прочитати текст (обсягом 2000 друкованих одиниць) та виконати чотири завдання закритої форми:

- завдання на визначення правильності/неправильності твердження;
- завдання на множинний вибір (із вибором однієї правильної відповіді);
- завдання на встановлення відповідності;
- завдання на множинне зіставлення заголовків із частинами тексту.

У завданнях на визначення правильності/неправильності твердження пропонується визначити правильність або неправильність **10** поданих тверджень стосовно змісту прочитаного тексту.

У завданнях на множинний вибір (із вибором однієї правильної відповіді) пропонується обрати один правильний варіант відповіді з чотирьох поданих (А,В,С або D) до **5** запитань.

У завданнях на встановлення відповідності пропонується підібрати з поданих варіантів визначення до **10** слів. Два визначення є зайвими.

У завданні на множинне зіставлення заголовків із частинами тексту пропонується обрати заголовок до кожної з **5** частин тексту. Два заголовки є зайвими.

Час на виконання – 45 хвилин

2. У другій частині екзамену надаються лексико-граматичні тестові завдання з вибором однієї правильної відповіді за граматичними темами відповідно до курсу вивчення іноземної мови у ВНЗ. До кожного із **40** завдань пропонується 4 варіанти відповіді (А,В,С, D), лише один із яких є правильним.

Час на виконання – 40 хвилин

Декан факультету іноземних мов

Пасинок В.Г.

Зразок екзаменаційного завдання

THE 5 BIGGEST COMMUNICATION MISTAKES WE MAKE

(1) No one knows everything. At some point, everyone needs help with a project or task. But our fear of looking helpless or uninformed often precludes us from asking for and getting the help we need. Asking for help in a smart way, however, shows you to be thoughtful and have good judgment. If you're given an assignment you don't know how to do, ask your boss if he has any recent or good examples to take a look at, an outline or template in mind, or a recommendation of someone who may be able to help. The goal is to set yourself up for success by getting the resources and guidance you need upfront.

(2) How are your employees supposed to meet and exceed your expectations if they don't know what those expectations are? Whether it is timing or deadlines, information you want to be included in a report or the key outcomes you're hoping to see in a strategic review. If you don't tell people exactly what you're looking for, you're likely not going to get it. The quick and easy fix is to tell people what you want and when you want it. As a junior employee, ask the pointed questions to make sure you know what's being expected of you.

(3) When you have a problem at work, it isn't good to send someone a nasty note, voicing a complaint online or arguing a point via email. As anyone who's been on the receiving end of a snarky email knows, you seldom (if ever) accomplish your goals without taking it offline and discussing it in person. Tone and tenor are lost in email and people are highly predisposed to misinterpret information without additional context. When something goes wrong, you've got to get up out of your seat and go to your boss's office to raise the issue or pick up the phone and have a tough conversation live — so that you can explain your position and give your colleague a chance to voice his or hers.

(4) Everyone is short of time these days. We're all being asked to do more with fewer resources. So when you have to update your team or post your boss, make sure you're thinking ahead about your message and leading with your punch line. Don't make people guess at your meaning or listen to a five-minute voice mail when they could have got all of the information they needed in half that time. Ask yourself what is new, different or important about the information you're sharing and then start off with that. If you can't satisfy that requirement, you probably shouldn't be taking up someone's time in the first place.

(5) Business relationships are all about momentum. The best conversations we have are the ones that lead to another conversation. When you're getting off the phone or taking leave of your manager's office, keep him posted on next steps. Offer to keep him in the loop on what happens next or promise to apprise him of a change in the situation. Let your boss know that you'll close the loop when the final report comes in or ask if there's anything else he needs from you. Always think two steps ahead so your boss doesn't have to.

I. Read the text. Choose the most suitable heading from the list (A-G) for each part (1-5) of the text. There are two extra headings which you do not need to use.

- A. We Don't Communicate Our Hopes and Beliefs Clearly
- B. We Fail to Focus on Forward Impetus
- C. We Don't Want to Be Authentic
- D. We Hide Behind Electronic Mail When Something Unpleasant Happens
- E. We Avoid Giving Our Best Effort Every Time
- F. We Don't Ask for Assistance Properly
- G. We Bury the Lead

II. Read the text. For statements (6-15) choose "True" if the statement is true according to the text, "False" if the statement is false.

- 6. When asking for help we always look helpless and unaware.
- 7. If the task is unfamiliar one should set it aside.
- 8. It is necessary to tell employees what exactly they are supposed to do.
- 9. Email is appropriate for debating an issue or voicing a discontent.
- 10. You can hardly attain your aim unless you argue it personally.
- 11. Supplementary context is not obvious for understanding information.
- 12. Nowadays people have enough time to share the information.
- 13. It is recommended to start with the most significant pieces of information.
- 14. The manager shouldn't be informed about alterations in the situation.
- 15. It's the boss who estimates the situation.

III. Read the text. For questions (16-20) choose the correct answer (A, B, C or D).

16. When a person asks for help it means he _____.
A. is afraid to look thoughtful
B. is willing to come to sensible conclusions
C. knows nothing about the project
D. has had some unsuccessful experience before
17. If you want your expectations to be met _____.
A. never discuss timing and deadline with your employees
B. tell your junior employees what they shouldn't include in a report
C. tell your subordinates what they are supposed to do
D. avoid including the key outcomes in a strategic review
18. If there are some troubles at work _____.
A. sending electronic messages isn't the best way out
B. try to accomplish your goals at all costs
C. all the information is misinterpreted
D. explain your position to your boss via email
19. In order to save other people's time _____.
A. use more resources to update your team
B. don't guess at the punch line
C. satisfy all their requirements
D. commence with the most valuable information
20. The boss should be informed about _____.
A. your previous steps
B. alterations in the situation
C. all your conversations
D. the major necessities

IV. Match words (21-30) with their definitions (a-l). There are two definitions that you do not need to use.

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|------------------|--|
| 21 to preclude | a to be better than; to surpass |
| 22 thoughtful | b a report on or evaluation of a subject or past events |
| 23 outline | c a source of help or information |
| 24 to exceed | d to prevent from happening; to make impossible |
| 25 deadline | e a thing that is needed or wanted |
| 26 review | f to achieve or complete successfully |
| 27 junior | g the way in which two or more people or things are connected, or the state of being connected |
| 28 to accomplish | h showing consideration for the needs of other people |
| 29 resource | i the latest time or date by which smth should be completed |
| 30 relationship | j to inform or tell someone |
| | k a general description or plan showing the essential features of something but not the detail |
| | l low or lower in rank or status |

GRAMMAR TEST

Choose the correct form.

1. Our luggage _____ very heavy. We _____ take a porter.
A. is, have to
B. are, must
C. were, could
D. was, ought
2. We have been invited to _____ wedding.
A. Bill and Ann
B. Bill's and Ann's
C. Bill's and Ann
D. Bill and Ann's
3. His theory is very difficult: very _____ people _____ understand it.
A. many, must
B. much, are able to
C. little, may
D. few, can
4. My old album is full of photographs of people _____ names I _____. I wonder what _____ to them all.
A. whose, have forgotten, has happened
B. who, forgot, happened
C. whom, had forgotten, had happened
D. that, forget, happened
5. He is trying to find _____ job, but there isn't _____ work available _____ present.
A. the, many, for
B. a, much, at
C. -, a lot of, in
D. a, lots of, during
6. I _____ for mushrooms the whole morning, but I _____ any.
A. was looking, wasn't finding
B. have looked, haven't found
C. had looked, wasn't found
D. have been looking, haven't found
7. We are going to _____ tea with _____ Smiths today, _____?
A. the, -, are we
B. a, the, OK
C. -, the, aren't we
D. the, -, right
8. Our car _____ last month. A week later the police _____ it not far _____ our town.
A. stole, had found, -
B. was stolen, found, from
C. had been stolen, were found, of
D. had stolen, found, away from
9. Would you like _____ coffee? I _____ some.
A. some, have just made
B. any, just made
C. something, will just make
D. anything, just make
10. Ask _____ woman in front of you to take _____ her hat.
A. a, of
B. the, off
C. -, out
D. the, on
11. I haven't got _____ money. Can you lend me _____?
A. some, any
B. no, some
C. any, some
D. none, any
12. Is this _____ first time you have been to _____ Crimea?
A. -, -
B. the, -
C. the, the
D. a, -
13. Let me know if you _____ any _____ news.
A. hear, further
B. will hear, furthest
C. heard, farther
D. have heard, farthest
14. When you are travelling, _____ luggage you have to carry _____ for you.
A. the less, the better
B. less, better
C. little, good
D. the least, the best
15. While the boy _____ football, he _____ down and _____ his arm.
A. played, fell, hurt
B. was playing, was falling, hurt
C. was playing, fell, hurt
D. played, was falling, hurting
16. The accident looked _____, but fortunately nobody _____.
A. seriously, injured
B. more serious, had injured
C. much more seriously, has been injured
D. serious, was injured
17. I know she _____ us two letters this month, but we have received _____ of them.
A. sends, either
B. has sent, neither
C. sent, none
D. had sent, no one
18. Ann told me she _____ hard in the lab for five hours _____ previous day.
A. was working, -
B. had been working, the
C. worked, a
D. has been working, the
19. Next Saturday we _____ to _____ Hyde Park if it _____.
A. will go, the, isn't raining
B. go, -, won't rain
C. are going, -, doesn't rain
D. are to go, a, doesn't rain
20. Travelling abroad _____ now _____ and _____ than ever before.
A. has become, much easier, cheaper
B. becomes, easy, cheap
C. became, much more easy, cheaper
D. is becoming, much more easily, cheaply

A. has to, of, boredom

B. ought to, at, bored

40. I advise you _____ be nicer to people if you _____ them to be nice to you.

A. can, will want

B. should, want

C. should, for, boresome

D. must, of, boring

C. must, would want

D. have to, wanted