

1. Напишите следующие глаголы в форме причастий.

	Причастие I	Перфектное причастие I	Причастие II
<i>Пример:</i>	<i>doing</i>	<i>having done</i>	<i>done</i>
finish			
speak			
leave			
give			
ask			

2. Переведите словосочетания, обращая внимание на причастия.

the plant manufacturing bricks, bricks manufactured at this plant, manufacturing bricks;

using new materials, the bricklayers using a new method, new materials used by engineers;

a new house built recently, building the house, the workers building the house;

3. Переведите на английский язык.

явления, изучаемые физиками – физики, изучающие это явление – изучая эти явления;

дорога, построенная за городом – рабочие, строившие эту дорогу – строя эту дорогу;

отправляя документы – документы, отправленные вчера – человек, отправивший документы.

4. Подчеркните в скобках нужную форму.

1. (Looking, looked, look) through some magazines, I came across an interesting article about UFOs.
2. Here is the post (receiving, receive, received) yesterday.
3. Do you know the man (work, working, worked) in the garden?
4. The book (write, writing, written) by this scientist is very interesting.
5. The wall (surrounding, surround, surrounded) the house was very high.
6. "How do you like the film?" he asked, (turn, turning, turned) towards me.
7. While (crossed, cross, crossing) the street, one should first look to the left and then to the right.
8. People watching a performance are (call, calling, called) an audience.
9. He stood (watch, watched, watching) the people who were coming down the street shouting.

5. Переведите на английский язык, употребляя герундий:

Пример: У меня нет надежды увидеть его скоро. - *I have no hope of seeing him soon.*

1. Нет смысла делать эту работу сейчас.
2. Я не смогу перевести эту статью, не посмотрев нескольких слов в словаре.
3. Он был занят переводом какой-то статьи, когда я пришел.
4. Имеются специальные станки для обработки металла.
5. У вас нет причины говорить это.
6. Ему удалось закончить свои исследования вовремя.
7. Он против того, чтобы использовать эти кирпичи для строительства гаража.
8. Планируя свою дальнейшую работу, вы должны учесть эти результаты.

6. Переведите предложения, обращая внимание на инфинитив.

1. I agree with Mary that this really ought to have been addressed earlier.
2. A man must have something bigger than himself to believe in.
3. The next thing to be done is to move away from this house.
4. It was too hot to go out into the town. Indeed, she had nowhere to go.
5. He had been one of the first to become interested in the development of the street-car system.
6. He was a man to attract immediate sympathy.
7. His age was difficult to guess.
8. To make the real decisions one's got to have the real power.
9. He knew he must say anything at all in order to establish communication with her.

7. Составьте как можно больше предложений, используя слова в таблице, переведите предложения на русский язык.

I	let(s)	her son	screw in a new bulb.
She	let		unscrew a fused bulb.
They			light a candle.
			plug in the iron.
			leave for London.

8. Соедините два простых предложения в одно простое, используя COMPLEX OBJECT.

Пример: I think that the flat is very cosy. - I think the flat to be very cosy.

1. He saw her. She burst into tears.
2. I haven't heard him. He called my name.
3. The nurse watched the boy. The boy cried.
4. I felt his hand. His hand shook.
5. We saw a man. The man pulled the door open.

9. Прочитайте и озаглавьте текст.

Cement is a key material in construction. It consists of a very fine powder. When water is added to cement, a chemical reaction occurs, and the cement begins to set. The most widely used cement-based material is concrete, which is made from cement, fine aggregate (sand), coarse aggregate (gravel) and water. After concrete has set, it needs time to reach its structural strength - the strength needed to perform effectively. Generally, engineers consider that this strength is reached after 28 days.

Concrete mix designs, which are specified by engineers, state the proportions of cement, fine aggregate and coarse aggregate to be used for specific structures. For mixing precise quantities proportions are measured by weight. Mix designs also specify the water-cement ratio. Excess water reduces the strength of concrete. But as drier concrete is more difficult to work with, an additive (a plasticizer) is often used. This helps the concrete to flow more easily. Other additives can also be used.

10. Составьте как можно больше словосочетаний и переведите их.

chemical	water
fine	strength
coarse	reaction
structural	design
mix	aggregate
excess	powder

11. К словам в левой колонке подберите определения из правой.

1. strength	a. the ability of a material to be changed in shape permanently.
2. plasticity	b. the ability of a material to be reshaped in all directions without cracking
3. ductility	c. the ability of a material to change shape (deform) usually by stretching along its length.
4. tensile strength	d. the ability of a material to stretch without breaking or snapping.
5. malleability	e. the ability of a material to stand up to forces being applied without it bending, breaking, shattering or deforming in any way.
6. toughness	f. the ability of a material to absorb force and flex in different directions, returning to its original position.
7. hardness	g. a characteristic of a material that does not break or shatter when receiving a blow or under a sudden shock.
8. conductivity	h. the ability of a material to resist scratching, wear and tear and indentation.
9. elasticity	i. the ability of a material to conduct electricity.

PRODUCTION PLANNING AND SCHEDULING

Production planning is the function of establishing an overall level of output, called the production plan. The process also includes any other activities needed to satisfy current planned levels of sales, while meeting the firm's general objectives

regarding profit, productivity, lead times, and customer satisfaction, as expressed in the overall business plan.

The production-planning process requires the comparison of sales requirements and production capabilities and the inclusion of budgets, pro forma financial statements, and supporting plans for materials and workforce requirements, as well as the production plan itself. A primary purpose of the production plan is to establish production rates that will achieve management's objective of satisfying customer demand. Demand satisfaction could be accomplished through the maintaining, raising, or lowering of inventories or backlogs, while keeping the workforce relatively stable. If the firm has implemented a just-in-time philosophy, the firm would utilize a chase strategy, which would mean satisfying customer demand while keeping inventories at a minimum level.

The term production planning is really too limiting since the intent is not to purely produce a plan for the operations function. Because the plan affects many firm functions, it is normally prepared with information from marketing and coordinated with the functions of manufacturing, engineering, finance, materials, and so on. Another term, sales and operations planning, has recently come into use, more accurately representing the concern with coordinating several critical activities within the firm.

The production-planning process typically begins with an updated sales forecast covering the next 6 to 18 months. Any desired increase or decrease in inventory or backlog levels can be added or subtracted, resulting in the production plan. However, the production plan is not a forecast of demand. It is planned production, stated on an aggregate basis. The production plan also provides direct communication and consistent dialogue between the operations function and upper management, as well as between operations and the firm's other functions.

Questions:

1. Give the definition of the term "Production planning"?

2. What does the production-planning process require?
3. What is a primary purpose of the production plan?
4. What do you understand by a chase strategy?
5. The production plan is a forecast of demand, isn't it?