

МІНІСТЕРСТВО ОСВІТИ І НАУКИ УКРАЇНИ
МИКОЛАЇВСЬКИЙ НАЦІОНАЛЬНИЙ АГРАРНИЙ УНІВЕРСИТЕТ

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АНГЛІЙСЬКА МОВА

Методичні рекомендації та навчальний матеріал
для самостійної роботи здобувачів першого (бакалаврського) рівня
вищої освіти усіх ОПП та спеціальностей МНАУ
денної форми здобуття вищої освіти

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Зміст

Передмова.....	4
Article.....	5
Plural of nouns. Possessive case of nouns.....	9
Types of pronouns. Participle.....	13
Degrees of comparison of adjectives and adverbs.....	17
Numerals / Numbers.....	21
Participle.....	25
Modal verbs.....	29
Indefinite Tense.....	33
Continuous Tense.....	38
Perfect Tense.....	42
Direct and indirect speech.....	46
Література.....	52

Передмова

Методичні рекомендації та навчальний матеріал для самостійної роботи здобувачів першого (бакалаврського) рівня вищої освіти усіх ОПП та спеціальностей МНАУ денної форми здобуття вищої освіти забезпечують навчальний матеріал для вивчення граматичної частини навчальних модулів.

Мета даних методичних рекомендацій – забезпечення розвитку мовних та мовленнєвих навичок здобувачів вищої освіти з тем, передбачених навчальною програмою з іноземних мов рекомендованою Міністерством аграрної політики України та підготовка здобувачів вищої освіти до складання іспиту з англійської мови.

Рекомендації складаються з 11 розділів, які містять правила з граматики та завдання з відповідних тем.

Методичні рекомендації розраховані на 30 год. (1 кред.) самостійної роботи.

За кожну тему студент може отримати до 5 балів, що передбачено навчальною програмою з іноземних мов.

Методичні рекомендації розроблені згідно до вимог типової базової програми. Запропоновані вправи та завдання забезпечують швидке й ефективне засвоєння студентами граматичного матеріалу.

Для підготовки методичних рекомендацій використовувались матеріали з новітніх підручників, автентичних джерел та періодичних видань.

ARTICLE

В англійській є два артикли:

- a / an— неозначений
- the— означений

Також можливе нульове вживання артикля (Ø).

1. Неозначений артикль A / AN

Вживається:

1. Перед іменниками в однині, коли предмет невідомий, не конкретний
 - a book, a student
 - I need a pen.
2. Коли предмет згадується вперше
 - She bought a car. The car is new.
3. У значенні «один», «якийсь»
 - a day, a certain person
4. Після слів what / such
 - What a wonderful day!
 - Such a surprise!
5. У професіях і соціальних ролях
 - She is a teacher.
 - He became an engineer.
6. У сталих словосполученнях
 - a lot of, a few, a little, for a while

А чи AN?

- a – перед приголосним звуком: a university, a book
- an – перед голосним звуком: an apple, an hour

2. Означений артикль THE

Вживається:

1. Коли предмет конкретний або відомий
 - Open the door.
 - The book you gave me is interesting.
2. При повторному згадуванні
 - I saw a cat. The cat was black.
3. Коли є лише один такий об'єкт
 - the sun, the Earth, the sky
4. Перед найвищим ступенем прикметників
 - the best student
 - the most important problem
5. З географічними назвами:
 - океани, моря: the Pacific Ocean
 - річки: the Dnipro
 - пустелі: the Sahara
 - гірські хребти: the Carpathians
 - групи островів: the British Isles
6. З назвами готелів, театрів, музеїв

- the Ritz, the British Museum
7. Перед назвами сімей (у множині)
- the Smiths
8. З музичними інструментами
- play the piano

3. Нульовий артикль (Ø)

Артикль НЕ вживається:

1. Перед іменниками в множині та незлічуваними, якщо говоримо загально
 - Books are useful.
 - Water is essential.
2. Перед власними назвами:
 - Ukraine, Europe, John
3. Перед назвами мов і навчальних предметів
 - English, economics
4. Перед назвами прийомів їжі
 - breakfast, lunch, dinner
5. Перед назвами днів, місяців, свят
 - Monday, Christmas
6. У сталих виразах:
 - go to school, go to work, at home

Test:

1. ___ knowledge he gained at university helped him succeed in business.

- a) A
- b) An
- c) The
- d) Ø

2. She has ___ patience of a teacher.

- a) a
- b) an
- c) the
- d) Ø

3. ___ French she speaks is almost native-like.

- a) A
- b) An
- c) The
- d) Ø

4. He was appointed ___ head of the department last year.

- a) a
- b) an

- c) *the*
- d) \emptyset

5. ___ *information provided in the report was inaccurate.*

- a) *A*
- b) *An*
- c) *The*
- d) \emptyset

6. *This is ___ first time I have ever visited London.*

- a) *a*
- b) *an*
- c) *the*
- d) \emptyset

7. *She has ___ good knowledge of economics.*

- a) *a*
- b) *an*
- c) *the*
- d) \emptyset

8. ___ *United States has introduced new trade regulations.*

- a) *A*
- b) *An*
- c) *The*
- d) \emptyset

9. *He speaks ___ Spanish fluently but struggles with Portuguese.*

- a) *a*
- b) *an*
- c) *the*
- d) \emptyset

10. ___ *man is known by the company he keeps.*

- a) *A*
- b) *An*
- c) *The*
- d) \emptyset

11. *She played ___ role in the success of the project.*

- a) *a*
- b) *an*
- c) *the*
- d) \emptyset

12. ___ Alps are covered with snow all year round.

- a) A
- b) An
- c) The
- d) Ø

13. He works as ___ professor at the university.

- a) a
- b) an
- c) the
- d) Ø

14. She is ___ authority on international law.

- a) a
- b) an
- c) the
- d) Ø

15. I don't usually drink ___ coffee in the evening.

- a) a
- b) an
- c) the
- d) Ø

16. ___ more you practise, ___ better your results will be.

- a) Ø / Ø
- b) the / the
- c) a / a
- d) an / the

17. ___ childhood is often the happiest period of one's life.

- a) A
- b) An
- c) The
- d) Ø

18. He has ___ tendency to overthink simple problems.

- a) a
- b) an
- c) the
- d) Ø

19. ___ Prime Minister addressed the nation last night.

- a) A
- b) An

c) *The*

d) \emptyset

20. *She was listening to ___ radio when I called her.*

a) *a*

b) *an*

c) *the*

d) \emptyset

PLURAL OF NOUNS. POSSESSIVE CASE OF NOUNS

1. Загальне правило

До більшості іменників додається закінчення -s.

- book → books
- student → students

2. Закінчення -es

Додається, якщо іменник закінчується на:
-s, -ss, -sh, -ch, -x, -z

- bus → buses
- box → boxes
- match → matches

3. Закінчення -y

a) Приголосний + y → -ies

- city → cities
- baby → babies

b) Голосний + y → -ys

- boy → boys
- day → days

4. Закінчення -o

Можливі два варіанти:

a) -es (частіше)

- potato → potatoes
- hero → heroes

b) -s (особливо запозичені слова)

- photo → photos
- radio → radios

5. Закінчення -f / -fe

f / fe → -ves

- leaf → leaves
- knife → knives

!

- roof → roofs
- chief → chiefs

Винятки:
roofs

6. Неправильна множина (Irregular plurals)

Однина	Множина
man	men
woman	women
child	children
tooth	teeth
foot	feet
mouse	mice
person	people

7. Однакова форма однини і множини

- sheep — sheep
- deer — deer
- fish – fish

8. Іменники, що вживаються лише в множині

- scissors
- trousers
- glasses

POSSESSIVE CASE

1. Основне правило

До іменника додається 's

- the student's book
- my sister's room

2. Множина на -s → лише апостроф (')

- the teachers' books
- the teachers' room

3. Неправильна множина → 's

- children's toys
- men's clothes

Test:

1. The latest economic ___ show a steady increase in exports.

- a) datum
- b) data
- c) datas
- d) dataes

2. Several ___ of this species are now endangered.

- a) fish
- b) fishes
- c) fishs
- d) fish's

3. All ___ participating in the study signed consent forms.

- a) person

- b) persons*
- c) people*
- d) peoples*

4.*The ___ of the novel were praised by critics.*

- a) content*
- b) contents*
- c) contentes*
- d) content's*

5.*These ___ have recently been restored.*

- a) phenomenon*
- b) phenomenons*
- c) phenomena*
- d) phenomenas*

6.*The ___ of the committee were unable to reach a decision.*

- a) member*
- b) members*
- c) membership*
- d) member's*

7.*Many ___ still rely on fossil fuels.*

- a) country*
- b) countrys*
- c) countries*
- d) country's*

8.*The ___ was conducted over a period of five years.*

- a) research*
- b) researches*
- c) researchs*
- d) researcher*

9.*All emergency ___ must be followed strictly.*

- a) procedure*
- b) procedurs*
- c) procedures*
- d) procedure's*

10.*A number of ___ were raised during the discussion.*

- a) issue*
- b) issues*
- c) issuiies*
- d) issue's*

11. *This article examines the ___ impact on climate policy.*

- a) *government*
- b) *government's*
- c) *governments*
- d) *governments'*

12. *The ___ offices were renovated last year.*

- a) *professor*
- b) *professor's*
- c) *professors*
- d) *professors'*

13. *Children's literature reflects the ___ worldview.*

- a) *child*
- b) *children*
- c) *children's*
- d) *childrens'*

14. *The ___ rights must be protected by law.*

- a) *worker*
- b) *workers*
- c) *worker's*
- d) *workers'*

15. *Yesterday's ___ meeting was cancelled.*

- a) *managers*
- b) *managers'*
- c) *manager's*
- d) *manager*

16. *This is a colleague ___ my supervisor.*

- a) *of*
- b) *of a*
- c) *of my*
- d) *of mine*

17. *The ___ conclusions were widely criticized.*

- a) *report*
- b) *report's*
- c) *reports*
- d) *reports'*

18. *She admired the ___ patience.*

- a) *teacher*
- b) *teachers*

- c) *teacher's*
- d) *teachers'*

19. A ___ delay caused serious problems.

- a) *two hours*
- b) *two hours'*
- c) *two-hour*
- d) *two hour's*

20. The ___ response to the crisis was immediate.

- a) *public*
- b) *public's*
- c) *publics*
- d) *publics'*

TYPES OF PRONOUNS

1. Особові займенники (Personal Pronouns)

a) Називний відмінок (Subject)

I, you, he, she, it, we, they
 • She is a student.
 • They work here.

b) Об'єктний відмінок (Object)

me, you, him, her, it, us, them
 • Give me the book.
 • I saw them yesterday.

2. Присвійні займенники (Possessive Pronouns)

a) Присвійні прикметники

my, your, his, her, its, our, their
 • This is my bag.

b) Присвійні займенники

mine, yours, his, hers, its, ours, theirs
 • This bag is mine.

3. Зворотні займенники (Reflexive Pronouns)

myself, yourself, himself, herself, itself, ourselves, yourselves, themselves
 • She did it herself.
 • Be careful with yourself.

4. Вказівні займенники (Demonstrative Pronouns)

this, that, these, those
 • This is important.
 • Those are my notes.

5. Питальні займенники (Interrogative Pronouns)

who, whom, whose, what, which
 • Who is speaking?
 • Whose book is this?

6. Відносні займенники (Relative Pronouns)

who, whom, whose, which, that

- The student who answered was correct.
- The book that I bought is new.

7. Неозначені займенники (Indefinite Pronouns)

some, any, no, every + **body/one/thing**
someone, anyone, nothing, everything, etc.

- Someone is waiting for you.
- Nothing happened.

8. Взаємні займенники (Reciprocal Pronouns)

each other, one another

- They respect each other.

9. Означальні / підсилювальні займенники (Emphatic Pronouns)

(збігаються з формами зворотних)

- I did it myself.
- The director himself attended the meeting.

10. Кількісні займенники (Quantitative Pronouns)

many, much, few, little, several, both, all, none

- Many were invited.
- All is ready.

Типові помилки

✗ This is her book. It is her.

✓ It is hers.

✗ Everybody have arrived.

✓ Everybody has arrived.

Test:

1. *Everyone must submit ___ application by Friday.*

- a) *their*
- b) *his*
- c) *her*
- d) *its*

2. *The committee has reached a decision, but ___ remains confidential.*

- a) *it*
- b) *this*
- c) *they*
- d) *that*

3. *The professor, ___ research focuses on sustainability, gave a lecture.*

- a) *who*
- b) *whom*
- c) *whose*
- d) *which*

4. She blamed ____ for the misunderstanding.

- a) her
- b) herself
- c) hers
- d) she

5. There is hardly ____ evidence to support the claim.

- a) many
- b) few
- c) any
- d) several

6. The students helped ____ prepare for the exam.

- a) each other
- b) themselves
- c) one another
- d) both a and c

7. This solution is more effective than ____ proposed earlier.

- a) one
- b) that
- c) which
- d) those

8. I don't think ____ of the answers is completely correct.

- a) none
- b) no
- c) neither
- d) either

9. The documents ____ were submitted yesterday are missing.

- a) which
- b) what
- c) that
- d) a and c

10. She introduced me to a colleague of ____.

- a) her
- b) hers
- c) herself
- d) she

11. The manager spoke to the staff, many of ____ were concerned.

- a) them
- b) who

- c) *which*
- d) *whom*

12. *He insisted on doing the task ____.*

- a) *himself*
- b) *him*
- c) *his*
- d) *he*

13. *This is the most challenging project ____ I have ever worked on.*

- a) *which*
- b) *what*
- c) *that*
- d) *who*

14. *There isn't ____ reason to delay the meeting.*

- a) *much*
- b) *many*
- c) *few*
- d) *several*

15. *The two theories contradict ____ in several key aspects.*

- a) *themselves*
- b) *each other*
- c) *one another*
- d) *both b and c*

16. *She has very ____ time to finish the report.*

- a) *few*
- b) *little*
- c) *a few*
- d) *several*

17. *The proposal was revised, and ____ version was approved.*

- a) *this*
- b) *that*
- c) *these*
- d) *those*

18. *Whose responsibility is it? — It's ____.*

- a) *her*
- b) *hers*
- c) *she*
- d) *herself*

19. Not all of the participants agreed; ___ expressed reservations.

- a) few
- b) a few
- c) little
- d) much

20. The speaker addressed the audience, ___ he thanked for their attention.

- a) which
- b) that
- c) who
- d) whom

DEGREES OF COMPARISON OF ADJECTIVES AND ADVERBS

1. Ступені порівняння прикметників

1.1. Односкладові прикметники

Формуються за допомогою -er / -est

small – smaller – the smallest

fast – faster – the fastest

Орфографічні зміни:

• Приголосний + голосний + приголосний → подвоєння
big → bigger → the biggest

• -e → +r / +st
nice → nicer → the nicest

• -y → -ier / -iest
happy → happier → the happiest

1.2. Двоскладові прикметники

• Зазвичай more / the most
careful → more careful → the most careful

• Деякі двоскладові можуть мати обидві форми
clever → cleverer / more clever

1.3. Багатоскладові прикметники

Уживаються лише з more / the most

important → more important → the most important

1.4. Неправильні прикметники

<i>Positive</i>	<i>Comparative</i>	<i>Superlative</i>
good	better	the best
bad	worse	the worst
far	farther / further	the farthest / the furthest
little	less	the least
many / much	more	the most

2. Ступені порівняння прислівників

2.1. Прислівники з формою прикметника

(fast, hard, early)

fast – faster – the fastest
early – earlier – the earliest

2.2. Прислівники на -ly

Уживаються з more / the most

carefully → more carefully → the most carefully

2.3. Неправильні прислівники

<i>Positive</i>	<i>Comparative</i>	<i>Superlative</i>
well	better	the best
badly	worse	the worst
much	more	the most
little	less	the least

3. Конструкції порівняння

3.1. *As ... as* (рівність)

She is as tall as her sister.

✗ as taller as → ✓ as tall as

3.2. *Not so / as ... as* (нерівність)

This task is not as easy as it seems.

3.3. *Than*

He is older than me.

3.4. *The + comparative..., the + comparative...*

The more you practise, the better you perform.

4. Подвійні порівняння (НЕПРАВИЛЬНО)

✗ more faster

✗ the most easiest

✓

✓ the easiest

faster

Типові помилки

✗ She is more prettier than her sister.

✓ She is prettier than her sister.

✗ This is the most cheapest option.

✓ This is the cheapest option.

Test:

1. This solution is ___ effective than the previous one.

a) more

b) much

c) most

d) very

2. Of all the candidates, she performed ___.

a) better

b) best

- c) *the best*
- d) *most best*

3. *The results were far ____ than expected.*

- a) *good*
- b) *better*
- c) *best*
- d) *more better*

4. *This is the ____ explanation we have received so far.*

- a) *clearer*
- b) *clearest*
- c) *most clear*
- d) *more clear*

5. *He speaks English ____ than his colleagues.*

- a) *more fluently*
- b) *most fluently*
- c) *fluent*
- d) *the most fluent*

6. *The more carefully you plan, ____.*

- a) *the fewer mistakes you make*
- b) *fewer mistakes you make*
- c) *the less mistakes you make*
- d) *less mistakes you make*

7. *This task turned out to be ____ than it seemed at first.*

- a) *more easy*
- b) *easier*
- c) *easiest*
- d) *the most easy*

8. *She completed the assignment ____ of all students.*

- a) *faster*
- b) *fastest*
- c) *the fastest*
- d) *most fast*

9. *The weather today is ____ than yesterday.*

- a) *more bad*
- b) *worse*
- c) *worst*
- d) *the worst*

10. *This is ___ important issue facing the company.*

- a) more*
- b) most*
- c) the most*
- d) very*

11. *He arrived ___ than expected.*

- a) earlier*
- b) earliest*
- c) the earliest*
- d) more early*

12. *The presentation was ___ than I had anticipated.*

- a) more interesting*
- b) most interesting*
- c) the most interesting*
- d) interestinger*

13. *Of the two proposals, this one is ___.*

- a) better*
- b) best*
- c) the better*
- d) the best*

14. *She reacted ___ to the criticism than anyone else.*

- a) calmly*
- b) calmer*
- c) more calmly*
- d) the most calmly*

15. *This is the ___ time we have experienced such problems.*

- a) bad*
- b) worse*
- c) worst*
- d) the worst*

16. *The faster you type, ___.*

- a) the more accurate you become*
- b) more accurate you become*
- c) the most accurate you become*
- d) most accurate you become*

17. *He handled the situation ___ of all.*

- a) more professionally*
- b) most professionally*

- c) *the most professionally*
d) *professional*

18. *This route is ___ than the one we took before.*

- a) *more short*
b) *shorter*
c) *shortest*
d) *the shortest*

19. *She feels much ___ today than yesterday.*

- a) *well*
b) *better*
c) *best*
d) *good*

20. *The explanation could not have been ___ clear.*

- a) *more*
b) *most*
c) *very*
d) *so*

NUMERALS / NUMBERS

1. Кількісні числівники (Cardinal numbers)

Вживаються для позначення кількості.

<i>Число</i>	<i>Приклад</i>
0	zero
1	one
2	two
10	ten
20	twenty
100	one hundred
1,000	one thousand
1,000,000	one million

Правила утворення

- 21–99: поєднання десятків і одиниць через дефіс
 - 21 → twenty-one
 - 47 → forty-seven
- Сотні: “hundred”
 - 300 → three hundred
 - 725 → seven hundred twenty-five
- Тисячі та мільйони: “thousand / million / billion”
 - 4,256 → four thousand two hundred fifty-six
 - 1,000,000 → one million

2. Порядкові числівники (Ordinal numbers)

Вживаються для позначення порядку або позиції.

<i>Кількісний</i>	<i>Порядковий</i>
1	first
2	second
3	third
4	fourth
5	fifth
10	tenth
21	twenty-first
100	one hundredth

Правила утворення

- Додати -th: four → fourth, ten → tenth
- Винятки: one → first, two → second, three → third, five → fifth, eight → eighth, nine → ninth, twelve → twelfth
- Комбінації: twenty → twenty-first, thirty → thirty-second

3. Дробові числівники (Fractional numbers)

- $1/2$ → a half
- $1/3$ → a third
- $2/3$ → two thirds
- $5/8$ → five eighths

4. Кількісні числівники зі словом “hundred / thousand”

- 101 → one hundred and one
- 2,345 → two thousand three hundred forty-five
- Британська англійська зазвичай використовує and: 101 → one hundred and one

5. Використання числівників у реченні

а) З іменниками

- Кількісні: three books, twenty students
- Порядкові: the first chapter, the tenth page

б) Зі словами “of”

- one of the students
- two of the participants

в) Дати, час, відсотки

- 12.05.2026 → the twelfth of May, 2026
- 20% → twenty percent
- 9:30 → half past nine, nine thirty

6. Типові помилки

- ✗ Twenty one students → ✓ Twenty-one students
✗ Fifth of May, 2026 → ✓ The fifth of May, 2026
✗ One hundreds → ✓ One hundred

7. Інші види числівників

а) Неозначені числівники (Indefinite numbers)

- some, several, few, many, a lot of

- b) Множинні числівники (Collective numbers)
- pair → two, dozen → twelve, score → twenty
- c) Подвійні та складені числівники
- 1,234 → one thousand two hundred thirty-four
 - 2,000,000 → two million.

Test:

1. *The report was submitted on ___ of March, 2026.*

- a) *the twenty-first*
- b) *twenty-first*
- c) *twenty one*
- d) *twenty-firstth*

2. *Out of 250 applicants, only ___ were shortlisted.*

- a) *twenty-three*
- b) *twenty three*
- c) *23*
- d) *both a and c*

3. *She is ___ best candidate for the position.*

- a) *a*
- b) *an*
- c) *the*
- d) *∅*

4. *3/8 of the students answered the question correctly.*

- a) *three eighths*
- b) *three eighth*
- c) *three over eight*
- d) *third eighth*

5. *He was born on the ___ of July, 1990.*

- a) *thirtieth*
- b) *thirtiethth*
- c) *thirtieth of*
- d) *thirtieth*

6. *The company reported a growth of ___ in revenue last quarter.*

- a) *twenty five percent*
- b) *twenty-five percent*
- c) *25 percent*
- d) *both b and c*

7. *I need ___ copies of the document.*

- a) *two hundred and fifty*

- b) two hundred fifty
- c) 250
- d) all of the above

8. The third and fourth chapters are more challenging than ____ chapter.

- a) the first
- b) first
- c) one
- d) a first

9. ____ of the participants were aware of the changes in the rules.

- a) Half
- b) A half
- c) The half
- d) Both a and b

10. This is the ____ time we have encountered such difficulties.

- a) second
- b) twice
- c) two
- d) the second

11. The train will depart at 09:15 → ____ fifteen.

- a) quarter past nine
- b) quarter to nine
- c) nine fifteen
- d) both a and c

12. 1,024 students participated in the experiment → written in words:

- a) one thousand and twenty-four
- b) one thousand twenty-four
- c) a thousand and twenty-four
- d) all are correct

13. Of all the candidates, she performed ____.

- a) better
- b) best
- c) the best
- d) the better

14. ____ students attended the lecture yesterday?

- a) How many
- b) How much
- c) How few
- d) How few of

15. The ratio of male to female participants was 3:4 → read as:

- a) three to four
- b) three over four
- c) three per four
- d) both a and b

16. He finished the task in ___ than expected.

- a) less time
- b) fewer time
- c) little time
- d) least time

17. The population of the city is estimated at ___ inhabitants.

- a) two million three hundred thousand
- b) two million three hundred thousands
- c) 2.3 million
- d) both a and c

18. She ranked ___ in the competition.

- a) twenty-second
- b) twenty two
- c) the twenty-second
- d) twenty-two

19. The fraction 7/10 is read as:

- a) seven tenths
- b) seven over ten
- c) seven out of ten
- d) all of the above

20. The meeting is scheduled for 13:45 → ___ forty-five.

- a) quarter to two
- b) quarter past one
- c) fifteen to two
- d) both a and c

PARTICIPLE

1. Participle I (Present Participle)

Форма

Додається закінчення **-ing** до дієслова.

- work → working
- read → reading
- study → studying

Вживання

1. Утворення тривалих часів (Continuous Tenses)
 - I am reading a book.
 - She was working all day.
2. Функція прикметника
 - The running water is cold.
 - A boring lecture puts students to sleep.
3. Функція прислівника (дієприкметниковий зворот)
 - Walking along the street, I met my friend.
 - Seeing the problem, he acted immediately.

Особливості

- Подвоєння приголосної: run → running, sit → sitting
- Вилучення -e: make → making, write → writing
- Зміна y → i: study → studying

2. Participle II (Past Participle)

Форма

- | | | | | |
|--|-------------|-----------|----------|------------|
| • | Правильні | дієслова: | додати | -ed |
| work → worked, call → called | | | | |
| • | Неправильні | дієслова: | особлива | форма |
| go → gone, see → seen, write → written | | | | |

Вживання

1. Утворення перфектних часів (Perfect Tenses)
 - I have finished my homework.
 - She had already left when I arrived.
2. Утворення пасивного стану (Passive Voice)
 - The book was written by Tolstoy.
 - The documents have been signed.
3. Функція прикметника
 - A broken window needs repair.
 - The stolen car was found yesterday.
4. Дієприкметникові звороти (Past Participle Clause)
 - Given the circumstances, we decided to wait.
 - Surprised by the news, she could not speak.

Особливості

- Використовується з have/has/had → утворення перфектного аспекту
- Використовується з be/was/were/been → пасивний стан
- Може стояти на початку речення як прикметниковий зворот.

Test:

1. ___ by the sudden noise, she dropped the cup.
- a) Surprising
 - b) Surprised
 - c) Surprises
 - d) Surprisedly

2. I saw him ____ along the street.

- a) run
- b) running
- c) ran
- d) runned

3. The book, ____ by a famous author, became a bestseller.

- a) written
- b) writing
- c) wrote
- d) write

4. ____ all the data, the researchers drew their conclusions.

- a) Analyzing
- b) Analyzed
- c) Analyze
- d) Analyses

5. The students, ____ for the exam all night, looked exhausted.

- a) studied
- b) studying
- c) studies
- d) study

6. She has ____ several new methods to improve productivity.

- a) discover
- b) discovering
- c) discovered
- d) discovers

7. ____ the instructions carefully, he assembled the device correctly.

- a) Following
- b) Followed
- c) Follows
- d) Follow

8. The window was ____ by vandals last night.

- a) breaking
- b) broken
- c) broke
- d) break

9. I found him ____ in the library at midnight.

- a) reading
- b) read

- c) reads
- d) reader

10. *The experiment, ___ yesterday, yielded unexpected results.*

- a) conduct
- b) conducted
- c) conducting
- d) conducts

11. *___ her homework, she went out for a walk.*

- a) Finishing
- b) Finished
- c) Finishes
- d) Finish

12. *He was ___ by the complexity of the problem.*

- a) confusing
- b) confused
- c) confuses
- d) confuse

13. *The scientists, ___ all possible outcomes, prepared a detailed report.*

- a) considered
- b) considering
- c) considers
- d) consider

14. *The painting ___ in 1889 is displayed in the museum.*

- a) created
- b) creating
- c) creates
- d) create

15. *The child, ___ by the magician, clapped with excitement.*

- a) amazed
- b) amazing
- c) amazes
- d) amaze

16. *___ the train schedule, we decided to take a taxi.*

- a) Checking
- b) Checked
- c) Check
- d) Checks

17. The students were ___ to complete the project on time.

- a) motivated
- b) motivating
- c) motivate
- d) motivation

18. I noticed him ___ quietly in the corner.

- a) sitting
- b) sat
- c) sits
- d) sit

19. ___ the final report, the manager made several corrections.

- a) Reviewing
- b) Reviewed
- c) Reviews
- d) Review

20. The task was ___ by the supervisor yesterday.

- a) completed
- b) completing
- c) complete
- d) completes

MODAL VERBS

1. Основні модальні дієслова

Модальне	Значення
can / could	можливість, здатність, дозвіл
may / might	ймовірність, дозвіл
must	обов'язок, припущення
have to	необхідність
should / ought to	порада, моральний обов'язок
shall	пропозиція, формальне зобов'язання
will / would	воля, ввічливе прохання
need (modal)	необхідність
dare (modal)	сміливість

2. Особливості вживання модальних дієслів

Граматичні особливості

- не мають закінчення **-s** у 3-й особі
- не потребують допоміжних дієслів у запереченнях і питаннях
- після них – bare infinitive
- She can speak French.
- Must we finish today?
- You should not worry.

3. Значення та вживання окремих модальних дієслів

CAN / COULD

- здатність: She can swim.
- дозвіл: Can I leave early?
- можливість: It can be dangerous.
- could – ввічливіша форма, минулий час

MAY / MIGHT

- припущення: It may rain.
- дозвіл (формально): May I come in?
- might – менша ймовірність

MUST

- суворий обов'язок: You must follow the rules.
- логічне припущення: She must be tired.

! Must not (mustn't)= заборона

HAVE TO

- зовнішня необхідність: I have to work late.

Порівняння

- must – внутрішній обов'язок
- have to – обставини

SHOULD / OUGHT TO

- порада: You should see a doctor.
- моральний обов'язок: We ought to help.

WILL / WOULD

- воля, рішучість: I will help you.
- звичка: He will often forget.
- ввічливе прохання: Would you help me?

SHALL

- пропозиція: Shall we start?
- формальні правила/закони: The tenant shall pay...

NEED / DARE (модальні)

- You needn't worry.
- How dare you say that?

4. Модальні дієслова в минулому часі

Значення

можливість

припущення

обов'язок (не виконаний)

логічне припущення

критика

You should

He must have forgotten.

Форма

could have + V3

might have + V3

should have + V3

must have + V3

shouldn't have + V3

have told

me.

Test:

1. You ___ have informed the supervisor earlier; the issue could have been resolved.

- a) must
- b) should
- c) may
- d) can

2. He ___ be at the office now — the lights are on.

- a) can
- b) should
- c) must
- d) might

3. Employees ___ wear protective equipment at all times. (company rule)

- a) should
- b) must
- c) might
- d) could

4. She ___ have missed the meeting; she never ignores important emails.

- a) can't
- b) mustn't
- c) shouldn't
- d) couldn't

5. ___ I use your phone for a moment? (very formal)

- a) Can
- b) Must
- c) May
- d) Should

6. You ___ worry so much; everything is under control.

- a) mustn't
- b) needn't
- c) can't
- d) shouldn't

7. He ___ have completed the task by now; it was due yesterday.

- a) must
- b) should
- c) may
- d) can

8.This document ____ not be disclosed to third parties. (legal style)

- a) will
- b) should
- c) shall
- d) may

9.She looks exhausted; she ____ have been working all night.

- a) should
- b) can
- c) must
- d) mightn't

10.We ____ have taken a different route; this one is much longer.

- a) must
- b) may
- c) should
- d) can

11.He ____ speak three languages fluently by the age of ten.

- a) might
- b) could
- c) must
- d) should

12.You ____ have told me about the changes; I feel unprepared.

- a) must
- b) should
- c) may
- d) could

13.She ____ be late; there is heavy traffic on the highway.

- a) must
- b) should
- c) can
- d) might

14.Students ____ submit their assignments electronically. (instruction)

- a) may
- b) might
- c) shall
- d) could

15.He ____ have forgotten about the appointment; he seemed surprised.

- a) should
- b) must

- c) may
- d) can

16. You ___ park here; it's strictly prohibited.

- a) don't have to
- b) needn't
- c) mustn't
- d) shouldn't

17. She ___ have been informed earlier, but no one contacted her.

- a) must
- b) should
- c) may
- d) can

18. ___ we postpone the meeting until next week? (suggestion)

- a) Must
- b) May
- c) Shall
- d) Could

19. He ___ possibly know the answer; he wasn't present at the briefing.

- a) mustn't
- b) shouldn't
- c) can't
- d) may not

20. You ___ report the incident immediately. (strong obligation)

- a) might
- b) could
- c) must
- d) may

INDEFINITE TENSE

1. Present Simple (Теперішній неозначений)

✓ Вживання

- | | | | |
|----------------------------|-----------|----------|------------------------|
| 1. | регулярні | дії, | звички |
| I work every day. | | | |
| 2. | загальні | факти, | істини |
| Water boils at 100°C. | | | |
| 3. | розклад, | програма | (transport, timetable) |
| The train leaves at 8 a.m. | | | |

4. коментарі, інструкції, заголовки

First, you open the file.

✓Форма

Affirmative:

S + V / V(s)

She teaches English.

Negative:

S + do / does + not + V

He does not like coffee.

Interrogative:

Do / Does + S + V?

Do you agree?

Особливості

• 3-тя особа однини:+ -s / -es
work → works, go → goes

• Після doesдієслово без -s

Маркери часу

always, usually, often, sometimes, every day, on Mondays, never

2. Past Simple (Минулий неозначений)

✓Вживання

1. завершена дія в минулому
She graduated in 2020.

2. послідовність подій
He entered the room and sat down.

3. минулі звички
We lived in the countryside.

✓Форма

Affirmative:

S + V2 / -ed

They visited Rome.

Negative:

S + did not + V

She did not call.

Interrogative:

Did + S + V?

Did you finish the task?

Маркери часу

yesterday, last week, in 2015, ago, then

3. Future Simple (Майбутній неозначений)

✓Вживання

1. спонтанне рішення
I'll answer the phone.

2. обіцянка, пропозиція
I will help you.

I think it will rain.

✓Форма

Affirmative:

S + will + V

She will arrive tomorrow.

Negative:

S + will not (won't) + V

We won't agree.

Interrogative:

Will + S + V?

Will you join us?

Маркери часу

tomorrow, next week, soon, I think, probably.

Test:

1.As a rule, the company ___ its annual report in April.

- a) publishes
- b) published
- c) will publish
- d) is publishing

2.I didn't recognize him at first because he ___ so much.

- a) changes
- b) changed
- c) has changed
- d) had changed

3.According to the schedule, the conference ___ at 9 a.m. tomorrow.

- a) will start
- b) starts
- c) started
- d) is starting

4.She ___ to the office, took a seat and opened her laptop.

- a) comes
- b) has come
- c) came
- d) will come

5.Don't worry — I ___ you as soon as I arrive.

- a) call
- b) called
- c) will call
- d) am calling

6.When I was a child, we ___ in a small village near the river.

- a) live
- b) lived
- c) have lived
- d) will live

7.He usually ___ up early, even on weekends.

- a) get
- b) got
- c) gets
- d) will get

8.She promised she ___ the documents by Friday.

- a) sends
- b) sent
- c) will send
- d) would send

9.The train ___ before we reached the platform.

- a) leaves
- b) left
- c) has left
- d) will leave

10.If you heat ice, it ___ into water.

- a) will turn
- b) turned
- c) turns
- d) is turning

11.I think the results ___ much better this time.

- a) are
- b) were
- c) will be
- d) have been

12.She ___ her presentation, thanked the audience and left the stage.

- a) finishes
- b) has finished
- c) finished
- d) will finish

13.Every summer they ___ to the seaside for a few weeks.

- a) go
- b) went

- c) will go
- d) have gone

14. We didn't notice that he ____ the room quietly.

- a) leaves
- b) left
- c) has left
- d) will leave

15. I'm sure she ____ the right decision in the end.

- a) makes
- b) made
- c) will make
- d) has made

16. The lecturer ____ the topic briefly and moved on to the next one.

- a) explains
- b) has explained
- c) explained
- d) will explain

17. He rarely ____ late for meetings.

- a) arrive
- b) arrived
- c) arrives
- d) will arrive

18. As soon as the meeting ____, we left the building.

- a) ends
- b) ended
- c) will end
- d) has ended

19. She ____ her first novel at the age of twenty-five.

- a) publishes
- b) has published
- c) published
- d) will publish

20. I didn't expect that they ____ our proposal so quickly.

- a) accept
- b) accepted
- c) will accept
- d) have accepted

CONTINUOUS TENSE

1. Present Continuous (Теперішній тривалий)

✓ Вживання

1. дія відбувається зараз, у момент мовлення
She is reading now.
2. тимчасова дія або ситуація
I am working on a new project this month.
3. запланована дія в майбутньому (особливо з дієсловами руху)
We are meeting the dean tomorrow.
4. повторювана дія з емоційним забарвленням
He is always complaining.

✓ Форма

Affirmative:

S + am / is / are + V-ing

They are studying.

Negative:

S + am / is / are + not + V-ing

She isn't listening.

Interrogative:

Am / Is / Are + S + V-ing?

Are you waiting for someone?

Маркери часу

now, at the moment, currently, today, this week

2. Past Continuous (Минулий тривалий)

✓ Вживання

1. дія була в процесі у певний момент у минулому
I was writing an email at 8 p.m.
2. фонові дії, перервані іншою дією (Past Simple)
She was studying when I called.
3. дві паралельні дії в минулому
While he was cooking, she was setting the table.

✓ Форма

Affirmative:

S + was / were + V-ing

They were discussing the issue.

Negative:

S + was / were + not + V-ing

He wasn't paying attention.

Interrogative:

Was / Were + S + V-ing?

Were you working late?

Маркери часу

while, when, at that moment, all day

3. Future Continuous (Майбутній тривалий)

✓ Вживання

1. дія буде в процесі у певний момент у майбутньому
This time tomorrow, we will be flying to London.

2. ввічливе запитання про плани
Will you be using the computer later?

✓ Форма

Affirmative:

S + will be + V-ing

She will be giving a lecture.

Negative:

S + will not be + V-ing

They won't be attending the meeting.

Interrogative:

Will + S + be + V-ing?

Will he be working tomorrow?

4. Дієслова, які НЕ вживаються в Continuous

Stative verbs(стан, почуття, сприйняття):

know, believe, like, love, hate, want, need, understand, see, hear

✗ I am knowing the answer.

✓ I know the answer.

5. Орфографічні правила (-ing)

- drop -e → make → making
- double consonant → run → running
- -ie → -y → lie → lying

Test:

1. At this time tomorrow, we ___ the final version of the project.

- prepare
- are preparing
- will prepare
- will be preparing

2. She looked exhausted because she ___ all night.

- worked
- was working
- has worked
- had worked

3. While the committee ___ the proposal, new data appeared.

- discusses
- was discussing

- c) has discussed
- d) will discuss

4. Don't call me at noon — I ___ with the dean.

- a) meet
- b) will meet
- c) will be meeting
- d) am meeting

5. He slipped because he ___ attention to the road.

- a) didn't pay
- b) wasn't paying
- c) hasn't paid
- d) hadn't paid

6. This time last year, they ___ in Germany.

- a) lived
- b) were living
- c) have lived
- d) had lived

7. She ___ always ___ negative comments during meetings.

- a) is / making
- b) was / making
- c) will / make
- d) makes

8. When I entered the room, everyone ___ silently.

- a) worked
- b) was working
- c) had worked
- d) has worked

9. The students ___ the experiment when the power went out.

- a) conduct
- b) were conducting
- c) have conducted
- d) will conduct

10. We ___ forward to hearing from you.

- a) are looking
- b) look
- c) were looking
- d) will look

11.He ___ on his thesis all semester, not just this week.

- a) works
- b) worked
- c) has been working
- d) is working

12.I didn't notice that she ___ at me the whole time.

- a) looks
- b) was looking
- c) has looked
- d) will be looking

13.Will you ___ the report while I'm away?

- a) prepare
- b) be preparing
- c) have prepared
- d) prepared

14.She was nervous because the audience ___ at her attentively.

- a) looks
- b) looked
- c) was looking
- d) has looked

15.We ___ dinner when they unexpectedly arrived.

- a) had
- b) were having
- c) have
- d) will have

16.At the moment, the government ___ new energy policies.

- a) introduces
- b) introduced
- c) is introducing
- d) will introduce

17.He ___ constantly ___ his phone during the lecture.

- a) is / checking
- b) was / checking
- c) checks
- d) will / check

18.She ___ the presentation while the technician was fixing the projector.

- a) gives
- b) was giving

- c) has given
- d) will give

19. I ___ whether this approach was effective.

- a) wonder
- b) was wondering
- c) have wondered
- d) will wonder

20. Next week at this time, they ___ the results of the study.

- a) discuss
- b) discussed
- c) will discuss
- d) will be discussing

PERFECT TENSE

1. Present Perfect

✓ Вживання

1. дія відбулася у невизначений момент у минулому, але має результат тепер
She has finished the report.

2. _____ життєвий _____ досвід
I have never been to Canada.

3. дія, що почалася в минулому і триває досі
They have lived here for ten years.

4. _____ нещодавно _____ завершена _____ дія
He has just left.

✓ Форма

Affirmative:

S + have / has + V³ (Past Participle)

We have completed the task.

Negative:

S + have / has + not + V³

She hasn't seen the message.

Interrogative:

Have / Has + S + V³?

Have you read the article?

Маркери часу

already, just, yet, ever, never, recently, lately, for, since

2. Past Perfect

✓ Вживання

1. дія відбулася раніше за іншу дію в минулому
She had finished her work before the meeting started.

2. послідовність подій у минулому

When we arrived, they had already left.

✓Форма

Affirmative:

S + had + V³

He had prepared everything.

Negative:

S + had not + V³

They hadn't expected the result.

Interrogative:

Had + S + V³?

Had she completed the task?

Маркери часу

before, after, by the time, when, already

3. Future Perfect

✓Вживання

1. дія буде завершена до певного моменту в майбутньому

By next Friday, we will have completed the project.

✓Форма

Affirmative:

S + will have + V³

She will have written the report.

Negative:

S + will not have + V³

They won't have finished by noon.

Interrogative:

Will + S + have + V³?

Will you have submitted the form by tomorrow?

Маркери часу

by, by the time, before, until

Test:

1. By the time the lecture started, most students ___ their seats.

- a) took
- b) have taken
- c) had taken
- d) will take

2. She ___ three articles this year, which is more than ever before.

- a) writes
- b) wrote
- c) has written
- d) had written

3.I didn't recognize him because he ____ a lot since we last met.

- a) changed
- b) has changed
- c) had changed
- d) will have changed

4.By next Monday, we ____ all the necessary documents.

- a) prepare
- b) will prepare
- c) will have prepared
- d) have prepared

5.He apologized because he ____ the deadline.

- a) misses
- b) missed
- c) has missed
- d) had missed

6.This is the best solution we ____ so far.

- a) found
- b) have found
- c) had found
- d) will find

7.She was tired because she ____ since early morning.

- a) worked
- b) has worked
- c) had been working
- d) works

8.I ____ never ____ such an interesting approach before.

- a) did / see
- b) have / seen
- c) had / seen
- d) will / see

9.They couldn't enter the building because they ____ their ID cards.

- a) forgot
- b) have forgotten
- c) had forgotten
- d) will have forgotten

10.By the end of the year, the company ____ its new strategy.

- a) introduces
- b) introduced

- c) will have introduced
- d) has introduced

11.When we arrived, the meeting ___ already ___.

- a) has / started
- b) had / started
- c) was / starting
- d) will / start

12.She ___ in the university for over ten years.

- a) works
- b) worked
- c) has worked
- d) had worked

13.I was surprised that he ___ the results so quickly.

- a) finishes
- b) finished
- c) has finished
- d) had finished

14.We ___ all the arrangements before the guests arrived.

- a) made
- b) have made
- c) had made
- d) will have made

15.This was the first time she ___ in an international project.

- a) participates
- b) has participated
- c) had participated
- d) will have participated

16.He ___ the report yet, so the discussion was postponed.

- a) didn't complete
- b) hasn't completed
- c) hadn't completed
- d) won't have completed

17.By the time you read this email, I ___ the office.

- a) leave
- b) will leave
- c) will have left
- d) have left

18. She realized that she ____ a serious mistake.

- a) makes
- b) has made
- c) had made
- d) will have made

19. I ____ this book three times already.

- a) read
- b) have read
- c) had read
- d) will have read

20. They promised that they ____ the issue before the next meeting.

- a) resolve
- b) resolved
- c) will resolve
- d) would have resolved

DIRECT AND INDIRECT SPEECH

1. Direct Speech (пряма мова)

Пряма мова точно передає слова мовця і береться в лапки.

She said, "I am ready."

2. Indirect (Reported) Speech (непряма мова)

Непряма мова передає зміст висловлювання без лапок і зазвичай потребує:

- ✓ зміни часу
- ✓ зміни займенників
- ✓ зміни часових та просторових маркерів

She said that she was ready.

3. Зміна часів (Sequence of Tenses)

Якщо дієслово повідомлення (said, told, asked) стоїть у Past Simple, відбувається зсув часу:

Direct Speech

Present Simple

"I work here."

Present Continuous

"I am working."

Present Perfect

"I have finished."

Past Simple

"I left early."

will

"I will help."

Indirect Speech

Past Simple

He said he worked there.

Past Continuous

She said she was working.

Past Perfect

He said he had finished.

Past Perfect

She said she had left early.

would

He said he would help.

4. Коли час НЕ змінюється

✓ якщо висловлювання — загальновідома істина
 ✓ якщо дія досі актуальна
 The teacher said that water boils at 100°C.
 She said she lives in Kyiv.

5. Зміна займенників

Direct

I / we
 my / our
 me / us

Indirect

he / she / they
 his / her / their
 him / her / them

“I like my job,” → He said he liked his job.

6. Зміна часових і просторових маркерів

Direct

now
 today
 yesterday
 tomorrow
 here
 this / these

Indirect

then
 that day
 the day before
 the next day
 there
 that / those

“I’ll do it tomorrow,” → She said she would do it the next day.

7. Питання в непрямій мові

Yes / No questions

Використовуємо if / whether, прямий порядок слів (без допоміжного дієслова).

“Do you agree?”

→ He asked if I agreed.

Wh-questions

Зберігається питальне слово, але без інверсії.

“Where are you going?”

→ She asked where I was going.

8. Накази та прохання (Imperatives)

Direct

“Open the door.”
 “Don’t be late.”

Indirect

He told me to open the door.
 She told him not to be late.

Формула:

tell / ask / order + object + (not) to + infinitive

9. Модальні дієслова в непрямій мові

Direct

can
 may
 must
 shall

Indirect

could
 might
 had to
 would

“I must leave.” → He said he had to leave.

Test:

1. "I am preparing the report now," she said.

→ She said that she ___ the report then.

- a) prepares
- b) was preparing
- c) had prepared
- d) is preparing

2. "We finished the project last week," they said.

→ They said they ___ the project the week before.

- a) finished
- b) have finished
- c) had finished
- d) would finish

3. "I will contact you tomorrow," he said.

→ He said he ___ me the next day.

- a) contacts
- b) contacted
- c) will contact
- d) would contact

4. "Do you understand the instructions?" the lecturer asked.

→ The lecturer asked ___ the instructions.

- a) do we understand
- b) if we understand
- c) whether we understood
- d) whether did we understand

5. "Where have you been?" she asked him.

→ She asked him where he ___.

- a) has been
- b) had been
- c) was
- d) is

6. "Don't interrupt me," the manager said.

→ The manager told them ___ him.

- a) don't interrupt
- b) not interrupting
- c) not to interrupt
- d) to not interrupting

7. "I can solve this problem," he said.

→ He said that he ___ solve that problem.

- a) can
- b) could
- c) will be able
- d) had been able

8.“You must submit the form today,” she said to me.

→ She told me that I ____ submit the form that day.

- a) must
- b) have to
- c) had to
- d) would have to

9.“I’ve never seen such results before,” he said.

→ He said that he ____ such results before.

- a) never saw
- b) had never seen
- c) has never seen
- d) never sees

10.“Are you working on the thesis now?” the professor asked.

→ The professor asked whether I ____ on the thesis then.

- a) work
- b) was working
- c) have been working
- d) am working

11.“This experiment proves my theory,” the scientist said.

→ The scientist said that the experiment ____ his theory.

- a) proved
- b) has proved
- c) proves
- d) had proved

12.“I was studying when you called,” she said.

→ She said that she ____ when I called.

- a) studied
- b) had studied
- c) was studying
- d) has been studying

13.“Please help me with this task,” he said.

→ He asked me ____ him with that task.

- a) help
- b) to help

- c) helping
- d) helped

14. "We won't delay the decision," they said.
→ They said that they ___ delay the decision.

- a) won't
- b) don't
- c) wouldn't
- d) hadn't

15. "I left my keys here yesterday," she said.
→ She said that she ___ her keys there the day before.

- a) left
- b) has left
- c) had left
- d) would leave

16. "What are you planning to do next?" he asked her.
→ He asked her what she ___ to do next.

- a) plans
- b) planned
- c) was planning
- d) has planned

17. "You should revise the rules," the teacher said.
→ The teacher said that we ___ revise the rules.

- a) should
- b) had to
- c) would
- d) must

18. "I may be late," he said.
→ He said that he ___ be late.

- a) may
- b) can
- c) might
- d) must

19. "Did you complete the assignment?" she asked.
→ She asked whether I ___ the assignment.

- a) completed
- b) had completed
- c) have completed
- d) was completing

20.“By next week, I will have finished the course,” he said.

→ He said that by the following week he ____ the course.

a) finishes

b) would finish

c) would have finished

d) had finished

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