al-Farabi Kazakh National University

Faculty of International Relations

Chair of Diplomatic Translation

 Confirmed Approved by the University

Dean of the Faculty Scientific-Methodical Council

\_\_\_\_\_\_\_\_ K.N. Shakirov Meeting (Sitting)

“\_\_\_\_” \_\_\_\_\_\_\_\_\_ 2015 Protocol № \_\_ from \_\_\_\_ 2014

 Vice-Rector on Academic affairs

 Akhmed-Zaki D.Zh.

 “\_\_\_” \_\_\_\_\_\_\_\_\_ 2015

Methodical Recommendations

For the elective course

“Presentation Technology and Practice of Oral speech and writing (English)

Specialty Code: 5B020200 “International relations”

Education form: full time

Almaty, 2015

Methodical recommendations for the discipline

Presentation Technology and Practice of Oral speech and writing (English)

developed by Associate Professor of KazNU Makisheva M.K. and senior teacher Karipbayeva Y.A.

On the basis of the Academic Program (Curriculum) specialty “5B030200” – International Law

Considered and recommended at the Chair meeting “Diplomatic Translation”

On “\_\_\_” \_\_\_\_\_\_\_\_\_\_\_ 2015, Protocol № \_\_\_\_

Head of the Chair \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Recommended at the Methodical Council (bureau of the Faculty).

On “\_\_\_” \_\_\_\_\_\_\_\_\_\_\_ 2015, protocol № \_\_\_\_

Chairman \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Sairambayeva Zh.T.

**1.Contents of Discipline. Introduction to Specialty**

|  |  |
| --- | --- |
| № | Names of the Themes |
| 1 | At the map of the World |
| 2 | Member-states of the World organizations |
| 3 | Mass-Media |
| 4 | The Press |
| 5 | TV |
| 6 | Internet |
| 7 | The UNO and the Press |
| 8 | The Press and Big Business  |
| 9 | Official Visits  |
| 10 | Visits of heads of States |
| 11 | Negotiations, Agreements. |
| 12 | Summits |
| 13 | Congresses, conferences |
| 14 | Demonstrations. Peace Marches |
| 15 | Cooperation is a way to peace and mutual understanding |

**2.The plans of practical classes and forms of activities of seminars and classes to stimulate the self-study activities such tasks as "find, learn, study" are used.**

**3.Recommended literature to be used.**

a).Reader for students of International relations Department.Kairbayeva R.S.,Makisheva M.K.

b).R.G.Feltham. Diplomatic handbook

**I. Topic: At the map of the World**

**1. Aims and objectives**: consolidation and further development of communication skills, focusing on the strategy of Reading texts in specialty on the given topics; development of self-study activities; revision and consolidation of grammatical categories planned for the 2nd year students.

**2. Lexical minimum on the topic: At the map of the World**

**Member-countries of CIS:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Country** | **Signed** | **Ratified** | **Charter ratified** | **Membership Status** |
| http://images-mediawiki-sites.thefullwiki.org/02/1/6/6/32367582382922838.png [Armenia](http://www.thefullwiki.org/Armenia) | 21 December 1991 | 18 February 1992 | 16 March 1994 | official member |
| http://images-mediawiki-sites.thefullwiki.org/02/9/2/8/287261031039055.png [Azerbaijan](http://www.thefullwiki.org/Azerbaijan) | 21 December 1991 | 24 September 1993 | 14 December 1993 | official member |
| http://images-mediawiki-sites.thefullwiki.org/10/1/6/2/14520222374965814.png [Belarus](http://www.thefullwiki.org/Belarus) | 8 December 1991 | 10 December 1991 | 18 January 1994 | official member |
| http://images-mediawiki-sites.thefullwiki.org/07/2/3/5/93662913025997546.png [Kazakhstan](http://www.thefullwiki.org/Kazakhstan) | 21 December 1991 | 23 December 1991 | 20 April 1994 | official member |
| http://images-mediawiki-sites.thefullwiki.org/08/3/1/2/9177440213797299.png [Kyrgyzstan](http://www.thefullwiki.org/Kyrgyzstan) | 21 December 1991 | 6 March 1992 | 12 April 1994 | official member |
| http://images-mediawiki-sites.thefullwiki.org/10/2/2/4/11516781757363326.png [Moldova](http://www.thefullwiki.org/Moldova) | 21 December 1991 | 8 April 1994 | 27 June 1994 | official member |
| http://images-mediawiki-sites.thefullwiki.org/04/3/0/8/6103748381867144.png [Russia](http://www.thefullwiki.org/Russia) | 8 December 1991 | 12 December 1991 | 20 July 1993 | official member |
| http://images-mediawiki-sites.thefullwiki.org/01/2/2/9/95191772985557168.png [Tajikistan](http://www.thefullwiki.org/Tajikistan) | 21 December 1991 | 26 June 1993 | 4 August 1993 | official member |
| http://images-mediawiki-sites.thefullwiki.org/09/8/2/4/8811612946804304.png [Turkmenistan](http://www.thefullwiki.org/Turkmenistan) | 21 December 1991 | 26 December 1991 | Not ratified | unofficial associate member |
| http://images-mediawiki-sites.thefullwiki.org/02/3/1/2/66651623252817097.png [Uzbekistan](http://www.thefullwiki.org/Uzbekistan) | 21 December 1991 | 1 April 1992 | 9 February 1994 | official member |

**The Collective Security Treaty Organization** (**CSTO)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Current members** | Year | Transcription | Capital | Transcription |
| http://upload.wikimedia.org/wikipedia/commons/thumb/2/2f/Flag_of_Armenia.svg/23px-Flag_of_Armenia.svg.png Armenia | (1994)  | [ ɑːˈmiːnɪə ] | Yerevan |  [ jerɪˈvɑːn]  |
| http://upload.wikimedia.org/wikipedia/commons/thumb/8/85/Flag_of_Belarus.svg/23px-Flag_of_Belarus.svg.png Belarus | (1994)  | [ bɪˈlɒrɪs ] | Minsk | [ mɪnsk ] |
| http://upload.wikimedia.org/wikipedia/commons/thumb/d/d3/Flag_of_Kazakhstan.svg/23px-Flag_of_Kazakhstan.svg.png Kazakhstan | (1994)  | [ kɒzɒkˈstən ]  | Astana | [ ˈstænə ]  |
| http://upload.wikimedia.org/wikipedia/en/thumb/f/f3/Flag_of_Russia.svg/23px-Flag_of_Russia.svg.png Russia | (1994)  | [ ˈrʌʃə ]  | Moscow | [ ˈmɒskəʊ] |
| http://upload.wikimedia.org/wikipedia/commons/thumb/d/d0/Flag_of_Tajikistan.svg/23px-Flag_of_Tajikistan.svg.png Tajikistan | (1994)  | [ tɑːˈʤiːkɪstən ]  | Dushanbe | [ ˈdjuːʃənbe] |
| **Observers:** |  |  |  |  |
| http://upload.wikimedia.org/wikipedia/commons/thumb/9/9a/Flag_of_Afghanistan.svg/23px-Flag_of_Afghanistan.svg.png Afganistan | (2013) | [ æfgænɪˈstɑːn ]  | Kabul | [ ˈkɒbʊl ] |
| http://upload.wikimedia.org/wikipedia/commons/thumb/f/ff/Flag_of_Serbia.svg/23px-Flag_of_Serbia.svg.png Serbia | (2013) | [ ˈsɜːbɪə ]  | Belgrade | [ belˈgreɪd ]  |
| **Possible candidates:** |  |  |  |  |
| http://upload.wikimedia.org/wikipedia/commons/thumb/c/ca/Flag_of_Iran.svg/23px-Flag_of_Iran.svg.png Iran |  | [ ɪˈrɑːn]  | Tehran | [ təˈrɒn ] |

 The **Shanghai Cooperation Organization** or **SCO:**

|  |  |  |  |
| --- | --- | --- | --- |
| **http://upload.wikimedia.org/wikipedia/commons/thumb/f/fa/Flag_of_the_People%27s_Republic_of_China.svg/23px-Flag_of_the_People%27s_Republic_of_China.svg.png** China | [ ˈtʃaɪ.nə ] | Beijing | [ beɪˈzɪŋ ] |
| **http://upload.wikimedia.org/wikipedia/commons/thumb/d/d3/Flag_of_Kazakhstan.svg/23px-Flag_of_Kazakhstan.svg.png** Kazakhstan | [ kɒzɒkˈstən ]  | Astana | [ ˈstænə ]  |
| **http://upload.wikimedia.org/wikipedia/commons/thumb/c/c7/Flag_of_Kyrgyzstan.svg/23px-Flag_of_Kyrgyzstan.svg.png** Kyrgyzstan | [ ˈkɪgɪstən ] | Bishkek  | [ ˈbɪʃkɪk ] |
| **http://upload.wikimedia.org/wikipedia/en/thumb/f/f3/Flag_of_Russia.svg/23px-Flag_of_Russia.svg.png** Russia | [ ˈrʌʃə ]  | Moscow | [ ˈmɒskəʊ] |
| **http://upload.wikimedia.org/wikipedia/commons/thumb/d/d0/Flag_of_Tajikistan.svg/23px-Flag_of_Tajikistan.svg.png** Tajikistan | [ tɑːˈʤiːkɪstən ]  | Dushanbe | [djuːʃənbe] |
| **http://upload.wikimedia.org/wikipedia/commons/thumb/8/84/Flag_of_Uzbekistan.svg/23px-Flag_of_Uzbekistan.svg.png** Uzbekistan | [ uːzˈbekɪstən ] | Tashkent | [ tæʃˈkent ] |
| **Observer states:** |  |  |  |
| **http://upload.wikimedia.org/wikipedia/commons/thumb/9/9a/Flag_of_Afghanistan.svg/23px-Flag_of_Afghanistan.svg.png** Afganistan | [ æfgænɪˈstɑːn ]  | Kabul | [ˈkɒbʊl ] |
| **http://upload.wikimedia.org/wikipedia/en/thumb/4/41/Flag_of_India.svg/23px-Flag_of_India.svg.png** India | [ˈɪndɪə ] | New Delhi | [ njuː ˈdelɪ ] |
| **http://upload.wikimedia.org/wikipedia/commons/thumb/c/ca/Flag_of_Iran.svg/23px-Flag_of_Iran.svg.png** Iran | [ ɪˈrɑːn]  | Tehran | [ təˈrɒn ] |
| **http://upload.wikimedia.org/wikipedia/commons/thumb/4/4c/Flag_of_Mongolia.svg/23px-Flag_of_Mongolia.svg.png** Mongolia | [ mɒŋˈgəʊlɪə ] | Ulaanbaatar | **[ul** ɑːnb ɑːtr**]** |
| **http://upload.wikimedia.org/wikipedia/commons/thumb/3/32/Flag_of_Pakistan.svg/23px-Flag_of_Pakistan.svg.png** Pakistan | [pɑːkɪˈstɑːn] | Islamabad | [ ɪzˈlæməbæd ] |
| **Dialogue Partners:** |  |  |  |
| **http://upload.wikimedia.org/wikipedia/commons/thumb/8/85/Flag_of_Belarus.svg/23px-Flag_of_Belarus.svg.png****Belarus** | [ bɪˈlɒrɪs ] | Minsk | [ mɪnsk ] |
| **http://upload.wikimedia.org/wikipedia/commons/thumb/1/11/Flag_of_Sri_Lanka.svg/23px-Flag_of_Sri_Lanka.svg.png****Sri Lanka** | [ srɪ ˈlænkə] | Sri Jayawardenepura Kotte | [ srɪjaiuadenpur] |
| **http://upload.wikimedia.org/wikipedia/commons/thumb/b/b4/Flag_of_Turkey.svg/23px-Flag_of_Turkey.svg.png****Turkey** | [ˈtɜː.ki ]  | Ankara | [ˈæŋkərə]  |

**Current members of NATO:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Country** | **Transcription** | **Capital** | **Transcription** |
| **Albania** Albania | [ ælˈbeɪnɪə ]  | Tirana | [ˈtɪrənɪ] ]  |
| **Belgium** Belgium | [ˈbelʤəm ]  | Brussels | [ brʌslz ] |
| **Bulgaria** Bulgaria | [ bʌlˈgeərɪə ]  | Sofia | [ˈsəʊfɪə ]  |
| **Canada** Canada | [ ˈkænədə ]  | Ottawa | [ˈɒtəwə ] |
| **Croatia** Croatia | [ krəʊˈeɪʃə ]  | Zagreb | [ ˈzɑːgreb ] |
| **Czech Republic** Czech Republic | [ tʃek rɪˈpʌb.lɪk ]  | Prague |

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| --- | --- |
|  [ prɑːg ] |  |

 |
| **Denmark** Denmark | [ ˈdenmɑːk ]  | Copenhagen | [ kəʊpənˈheɪgən ] |
| **Estonia** Estonia | [ ɪˈstəʊnɪə ]  | Tallinn |

|  |  |
| --- | --- |
| [ ˈtælɪn ] |  |

 |
| **France** France | [ frɑːns ]  | Paris |

|  |  |
| --- | --- |
| [ ˈpærɪs ] |  |

 |
| **Germany** Germany | [ˈʤɜːmənɪ ]  | Berlin | [ bɜːˈlɪn ] |
| **Greece** Greece | [ griːs ]  | Athens | [ ˈæθɪnz ] |
| **Hungary** Hungary | [ ˈhʌŋgərɪ ]  | Budapest | [ˈbjuːdəpest ] |
| **Iceland** Iceland | [ˈaɪslənd ]  | Reykjavik |

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| --- | --- |
|  [ ˈreɪkjəvɪk ]  |  |

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| **Italy** Italy | [ˈɪtəli ]  | Rome | [ rəʊm ] |
| **Latvia** Latvia | [ ˈlætvɪə ]  | Riga | [ ˈriːgə ] |
| **Lithuania** Lithuania | [ lɪθəˈweɪnɪə ]  | Vilnius | * [ ˈvɪlnɪəs ]
 |
| **Luxembourg** Luxembourg | lʌksəmbɜːg ]  | Luxembourg | [lʌksəmbɜːg ]  |
| **Netherlands** Netherlands | [ˈneðələndz ]  | Amsterdam | [ æmstəˈdæm ]  |
| **Norway** Norway | [ ˈnɔːweɪ ]  | Oslo | [ ˈɒzləʊ ]  |
| **Poland** Poland | [ˈpəʊlənd ]  | Warsaw | * [ ˈwɔːsɔː ]
 |
| **Portugal** Portugal | [ ˈpɔːʧʊgl] | Lisbon | [ ˈlɪzbən ]  |
| **Romania** Romania |  [ rəˈmeɪnɪə ]  | Bucharest | * [ ˈbjuːkərɪst ]
 |
| **Slovakia** Slovakia | [ sləˈvɒkɪə ]  | Bratislava | * [ brætɪˈslɑːvə ]
 |
| **Slovenia** Slovenia | [ sləˈviːnɪə ]  | Ljubljana | [ ljuːblɪˈɑːnə ]  |
| **Spain** Spain | [ speɪn ]  | Madrid | [ məˈdrɪd ] |
| **Turkey** Turkey | [ ˈtɜː.ki ]  | Ankara  | [ ˈæŋkərə ]  |
| * **United Kingdom**

United Kingdom | [ juˈnaɪtɪd ˈkɪŋ.dəm]  | London | [ ˈlʌndən ] |
| **United States** United States | [ juˈnaɪtɪd steɪts]  | Washington, D.C-  | [ˈwɒʃɪŋtən diː siː] |

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**Current members of the European Union**

|  |  |
| --- | --- |
|  |  |
|  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Country** | **Transcription** | **Capital** | **Transcription** |
| Austria Austria | [ ˈɒstrɪə ] | [Vienna](http://en.wikipedia.org/wiki/Vienna) | [ vɪˈenə ] |
| **Belgium** Belgium | [ˈbelʤəm ]  | Brussels | [ brʌslz ] |
| **Bulgaria** Bulgaria | [ bʌlˈgeərɪə ]  | Sofia | [ˈsəʊfɪə ]  |
| CyprusCyprus | [ ˈsaɪprəs ] | [Nicosia](http://en.wikipedia.org/wiki/Nicosia) | [nikəʊsɪə] |
| **Croatia** Croatia | [ krəʊˈeɪʃə ]  | Zagreb | [ ˈzɑːgreb ] |
| **Czech Republic** Czech Republic | [ tʃek rɪˈpʌb.lɪk ]  | Prague |

|  |  |
| --- | --- |
|  [ prɑːg ] |  |

 |
| **Denmark** Denmark | [ ˈdenmɑːk ]  | Copenhagen | [ kəʊpənˈheɪgən ] |
| Finland[Finland](http://en.wikipedia.org/wiki/Finland) | [ ˈfɪn.lənd ] | Helsinki | [ ˈhelsɪŋkɪ ] |
| **Estonia** Estonia | [ ɪˈstəʊnɪə ]  | Tallinn |

|  |  |
| --- | --- |
| [ ˈtælɪn ] |  |

 |
| **France** France | [ frɑːns ]  | Paris |

|  |  |
| --- | --- |
| [ ˈpærɪs ] |  |

 |
| **Germany** Germany | [ˈʤɜːmənɪ ]  | Berlin | [ bɜːˈlɪn ] |
| **Greece** Greece | [ griːs ]  | Athens | [ ˈæθɪnz ] |
| **Hungary** Hungary | [ ˈhʌŋgərɪ ]  | Budapest | [ˈbjuːdəpest ] |
| Republic of IrelandIreland | [ˈaɪələnd ]  | Dublin |

|  |  |
| --- | --- |
|  [ ˈdʌblɪn ] |  |

 |
| **Italy** Italy | [ˈɪtəli ]  | Rome | [ rəʊm ] |
| **Latvia** Latvia | [ ˈlætvɪə ]  | Riga | [ ˈriːgə ] |
| **Lithuania** Lithuania | [ lɪθəˈweɪnɪə ]  | Vilnius | * [ ˈvɪlnɪəs ]
 |
| **Luxembourg** Luxembourg | lʌksəmbɜːg ]  | Luxembourg | [lʌksəmbɜːg ]  |
| MaltaMalta | [ ˈmɔːltə ] | [Valletta](http://en.wikipedia.org/wiki/Valletta) | [væletə] |
| **Netherlands** Netherlands | [ˈneðələndz ]  | Amsterdam | [ æmstəˈdæm ]  |
| **Poland** Poland | [ˈpəʊlənd ]  | Warsaw | * [ ˈwɔːsɔː ]
 |
| **Portugal** Portugal | [ ˈpɔːʧʊgl] | Lisbon | [ ˈlɪzbən ]  |
| **Romania** Romania |  [ rəˈmeɪnɪə ]  | Bucharest | * [ ˈbjuːkərɪst ]
 |
| **Slovakia** Slovakia | [ sləˈvɒkɪə ]  | Bratislava | * [ brætɪˈslɑːvə ]
 |
| **Slovenia** Slovenia | [ sləˈviːnɪə ]  | Ljubljana | [ ljuːblɪˈɑːnə ]  |
| **Spain** Spain | [ speɪn ]  | Madrid | [ məˈdrɪd ] |
| SwedenSweden | [ swiːdn ] | [Stockholm](http://en.wikipedia.org/wiki/Stockholm) | [ ˈstɒkhəʊm ] |
| * **United Kingdom**

United Kingdom | [ juˈnaɪtɪd ˈkɪŋ.dəm]  | London | [ ˈlʌndən ] |

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**Nationalities:**

|  |  |
| --- | --- |
| * Kazakhstan-Kazakh
* Kyrgyzstan-Kyrgyz
* Russia-Russian
* Tajikistan-Tajik
* Turkmenistan-Turkmen
* Uzbekistan-Uzbek
* [Armenia](http://www.thefullwiki.org/Armenia)-Armenian
* [Azerbaijan](http://www.thefullwiki.org/Azerbaijan)- Azerbaijani
* [Belarus](http://www.thefullwiki.org/Belarus)-Belarusian
* [Moldova](http://www.thefullwiki.org/Moldova)-Moldovan
* Afganistan- Afghan
* China-Chinese
* Lithuania- Lithuanian
* Britain-British
* America-American
* Portugal- Portuguese
* Spain-Spanish
* Netherlands -Dutchman
* Norway-Norwegian
 |  |
|  | to border on-граничить с  |  |  |  |
|  | Island-островto include-включать в себяcontinent-континентto establish-основатьgreat power-держава |  |  |  |
|  |  |  |  |  |

**Do the tasks to control yourself.**

**1. Answer the following questions:**

a)What states are the members of CIS?

b)What states are the members of SCO?

c)What states are the members

2. Discuss in pairs or in small groups the topic: "Is the Foreign service for You?"

3.Make up a list of what you consider advantages and disadvantages.

**II. Topic: The Study and Practice of relationships among the World's Nations.**

**1. Aims and objectives**: consolidation and further development of communication skills, focusing on the strategy ofReading texts in specialty on the given topics; development of self-study activities; revision and consolidation of grammatical categories planned for the 2nd year students.

**2. Lexical minimum on the topic: The Study and Practice of relationships among the World's Nations.**

to be engaged in smth-заниматься чем-либо

to be influenced by-быть под влиянием

to be shaped by-быть сформулированным кем-либо

the primary participants in international relations-быть основными участниками

to be guided by a well-defined act of rules-руководствоваться искусно составленной системой правил

to treat other nations-относиться к другим народам

a nation's military power-военная мощь страны

to further one's own interests-продвигать, проталкивать свои интересы

the primary driving force-главная движущая сила

to benefit all nations involved-приносить пользу всем участвующим странам

to strive to study smth-стремиться изучить что-либо

inevitable conflicts-неизбежные конфликты

to resolve differences peacefully-решать разногласия мирным путём

to escalate into coercion and war-перерасти, перейти к принуждению и войне

**Do the tasks to control yourself.**

**1.Answer the following questions:**

a).What are the main variables that shape relationships with other states?

b).how are the actions of a system of nations guided by?

c).Why do scholars consider trade and economic relations as the primary driving force?

d).What do you think about such an approach when the leaders of nations use their power to advance the interests of their own nations with little regard for morality?

e).Can you explain the reason that international relations until the 1970s focused mainly on the questions of peace and war?

**III. Topic:Actors of International Relations.**

**1. Aims and objectives**: consolidation and further development of communication skills, focusing on the strategy ofReading texts in specialty on the given topics; development of self-study activities; revision and consolidation of grammatical categories planned for the 2nd year students.

**2. Lexical minimum on the topic: Actors of International Relations.**

to have a great influence on-оказывать огромное влияние на

a defined border-определённая граница

common ancestry-общие предки

to function independently-функционировать самостоятельно

not to fit into any category-не соответствовать никакой категории

the handful of-горстка, небольшое число

great powers-великие державы

the emerging role of smb-возрастающая роль кого-либо

the primary political power-основная политическая сила

to enhance the world prestige of country -поднимать мировой престиж страны

to bring a bad reputation-обесславить страну

to lobby political leaders-лоббировать/проталкивать политических лидеров

to survey public opinion-оказывать влияние на общественное мнение

to depend on perceptions of individual citizens-зависеть от восприятия отдельных граждан

**Do the tasks to control yourself.**

**1.Answer the following questions:**

a).What are the major participants in international relations?

b).Why are size of the country and its power considered to be two important variables?

c).What do you know about the emerging role of China in international relations?

d).What role does the top leader of the nation play in international relations?

e).How can substate actors influence a nation's foreign policy?

2. Discuss with your groupmates the topic: "The difference between "the old diplomacy and the new diplomacy""?

3.Write a short essay on the topic: "The Role of Big Business in Shaping a Foreign Policy of the PK."

**IY. Topic: The Diplomatic Mission/Corps.**

**1. Aims and objectives**: consolidation and further development of communication skills, focusing on the strategy ofReading texts in specialty on the given topics; development of self-study activities; revision and consolidation of grammatical categories planned for the 2nd year students.

**2. Lexical minimum on the topic: The Diplomatic Mission/Corps.**

friendly contacts-дружеские контакты

the sending state-аккредитующее/ отправляющее государство

the receiving state-принимающее государство

to enjoy the diplomatic status-пользоваться дипломатическим статусом

to represent-представлять

to negotiate with-вести переговоры с

to ascertain conditions and developments-выяснять условия и события

to promote friendly relations-развивать дружеские отношения

to make certain that-убедиться в том, что

to protect the interests-защищать интересы

to notify one's arrival-сообщать, оповещать о прибытии

to refuse the agr'ement-отказать в выдаче агреман

to take up one's functions-приступить к выполнению своиз обязанностей

**Do the tasks to control yourself.**

**1.Answer the following questions:**

a).What does the term "diplomatic corps" denote?

b).What is the main document which has defined the functions of diplomatic missions?

c).What are the main functions of the diplomatic mission according to the 1961 Vienna Convention?

d).Is the receiving state obliged to give reasons to the sending state ,if it refuses agr'ement ?

e).How is the order of presentation of credentials determined?

2.Discuss in pairs or in small groups the statement; "The key features of Contemporary Diplomacy".

3.Write an essay on the topic: "What skills are required to be a good diplomat? Your vision.

**Y,Topic:** **Diplomatic language**

**1. Aims and objectives**: consolidation and further development of communication skills, focusing on the strategy ofReading texts in specialty on the given topics; development of self-study activities; revision and consolidation of grammatical categories planned for the 2nd year students.

**2. Lexical minimum on the topic: Diplomatic language.**

to disregard smth-пренебречь, не обращать внимание

the equally vital need-в равной степени жизненно-важная необходимость

guarded understatement-сдержанный, осторожный недосказ

to say sharp things-говорить колкости, резкие высказывания

to view some issue with grave concern-рассматривать какой-нибудь вопрос с серьёзной озабоченностью

to convey a serious warning-передать серьёзное предупреждение

to be courteous and conciliatory-быть учтивым и примирительным

diplomatic ambiguity-дипломатическая двусмысленность

international controversies-международные споры,полемика

on the one hand...on the other hand-с одной стороны.... с другой стороны

to lead to real misunderstanding-вести к реальному недоразумению

**Do the tasks to control yourself.**

**1.Answer the following questions:**

a).What enables diplomats to say sharp things without becoming provocative or impolite?

b).What kind of phrase is usually used by a diplomat if he wants to show that the British Government intend to adopt a strong line ?

c).Is it possible to convey a serious warning to a foreign government , still remaining courteous and conciliatory?

d).Does the international prestige of the state play a great role in choosing the language by a conference?

e).What are the main reasons that the Russian language is one of the official and working languages of major international forums and conferences?

2.Discuss in pairs or in small groups the topic: "English is the primary international language used in science, technology, business, air and sea and diplomacy." Which of these areas become more important for you now?

3.Try to give some information on the language of representatives of different types of youth culture: a beatnic. a juppie and a dinky.

**YI. Topic: The Head of Mission.**

**1. Aims and objectives**: consolidation and further development of communication skills, focusing on the strategy ofReading texts in specialty on the given topics; development of self-study activities; revision and consolidation of grammatical categories planned for the 2nd year students.

**2. Lexical minimum on the topic: The Head of Mission.**

to be responsible for all matters-быть ответственным за все действия

to delegate various functions- передавать различные функции

to devote one's personal attention-уделять личное внимание

irrespective of smth-независимо от чего-либо

to transmit to......the views of........- передавать кому-либо мнение кого-либо

important matters of common interest-важные вопросы, касающиеся общих интересов

to act as a channel of-действовать в качестве связующего звена

to be aware of the people of influence-быть осведомлённым о влиятельных лицах

to bring credit to his country-укреплять репутацию своей страны

the principal advisors-главные советники

the positive attitude to all matters-конструктивный подход ко всем вопросам

political judgement-политическое мнение и подходы, суждения

political wisdom-политическая мудрость

an intimate knowledge and understanding of the people-хорошее знание и понимание людей

**Do the tasks to control yourself.**

**1.Answer the following questions:**

a). What are the main functions of the Head of Mission?

b).Is the Head of Mission eligible to delegate various functions, including responsibility?

c).What are certain basic priorities to which a Head of Mission usually devotes his personal attitude?

d).Why is it very important for a Head of mission to be aware of the people of influence and the sources of national power?

e).How can the diplomatic policy of a Mission be best defined?

2.Discuss in pairs or in small groups the topic: "Why is is immensely significant for the diplomatic staff (not only for the Head of Mission) to pay great attention to their official and personal behaviour? "

3.Write a one-page essay about any Extraordinary and Plenipotentiary Ambassador of the RK to any country?

**YII. Topic: Advice to diplomat.**

**1. Aims and objectives**: consolidation and further development of communication skills, focusing on the strategy ofReading texts in specialty on the given topics; development of self-study activities; revision and consolidation of grammatical categories planned for the 2nd year students.

**2. Lexical minimum on the topic: Advice to diplomat.**

new challenges of the century-новые вызовы времени

the maintenance of peace and security-сохранение мира и безопасности

sustainable development-устойчивое развитие

to be called upon-быть призванным

to have an observant mind-иметь проницательный ум

meaningless and endless refinements and subtleties-бессмысленные и бесконечные ухищрения и тонкости

to have a calm nature-быть спокойным по натуре

with a sense of humour and responsibility-с чувством юмора и ответственности

not to be tempted/ not to be given to drinking and gambling-не поддаваться искушению /не предаваться пьянству и азартным играм

to overcome the stereotypes-преодолеть стереотипы

a balanced approach-взвешенный подход

to be mistaken twice-ошибаться дважды

**Do the tasks to control yourself.**

**1.Answer the following questions:**

a).What are the new challenges of the XXI century?

b).What specialist knowledge must a diplomat possess in order to protect the national interests?

c).Are the personal factors still playing a key role in modern diplomacy? Why?

d). Why is it necessary and very important for diplomats to know and understand other countries. other cultures and other societies?

e).Why are diplomatic agents called "the eyes and ears" of their governments?

2.Work in pairs and discuss the topic: "My vision of the Primary Mission of a Diplomat?"

3.Write a one-page essay on the topic: "The changing nature of diplomacy in the XXI century."

**YIII. Topic; The Practice of Using National Flags.**

**1. Aims and objectives**: consolidation and further development of communication skills, focusing on the strategy ofReading texts in specialty on the given topics; development of self-study activities; revision and consolidation of grammatical categories planned for the 2nd year students.

**2. Lexical minimum on the topic: The Practice of Using National Flags.**

to be entitled-иметь право

the premises of the mission-помещения посольства

to fly the national flag-держать национальный флаг на

on formal occasions-по официальным случаям

to be flown at half mast-быть приспущенными (о флаге)

the host state-принимающее государство

to depend on local customs-зависеть от местных обычаев

to take part in ceremonies-принимать участие в торжествах

to be regulated by a consular convention-регулироваться консульскими условностями

a distinguished foreign guest-известный зарубежный гость

to place in the alphabetical order-размещать в алфавитном порядке

**Do the tasks to control yourself.**

**1.Answer the following questions:**

a).What is the general practice of flying national flags?

b).Is it obligatory to fly national flags on official cars at all times?

c).When are flags flown at half mast?

d).What is the procedure of flying the national flag on the occasion of the visit of a distinguished guest?

e).What order is observed when a number of flags of different countries are flown from the same place?

2.Discuss in pairs or in small groups the practice of using our national flag on different occasions.

3.Write a one-page essay on the national symbols of the republic of Kazakhstan.

**IX. Topic: The Rules regarding dress for Diplomats.**

**1. Aims and objectives**: consolidation and further development of communication skills, focusing on the strategy ofReading texts in specialty on the given topics; development of self-study activities; revision and consolidation of grammatical categories planned for the 2nd year students.

**2. Lexical minimum on the topic: The Rules regarding dress for Diplomats.**

to vary considerably-разниться значительно

it is useful to be aware-полезно знать

to be indicated-указываться

for male diplomats-для дипломатов-мужчин

for solemn occasions-для торжественных случаев

to be worn on the left breast-носить на левой груди

starched white dress-накрахмаленная белая рубашка (сорочка)

black patent leather shoes-чёрные кожаные лакированные туфли

maroon -каштановый цвет

cummerbunds-пояс, кушак

tuxedoes-смокинг

the liberty with regard to dress-свободная форма одежды

**Do the tasks to control yourself.**

**1.Answer the following questions:**

a).Are the rules regarding for diplomats very strict?

b).Are there any standard forms of dress which it is useful to be aware of?

c).What is the main dress for more formal indoor ceremonies?

d).When may white tuxedoes be worn and where?

e).Is it necessary to wear black patent leather shoes on all occasions?

2.Discuss in pairs whether the officials who are responsible for receiving distinguished guests in the RK follow the established rules regarding dress.

3. Dwell upon the statement in writing: "A man must be fine in appearance, dress and deeds."

**X. Topic: State Ceremonies.**

**1. Aims and objectives**: consolidation and further development of communication skills, focusing on the strategy ofReading texts in specialty on the given topics; development of self-study activities; revision and consolidation of grammatical categories planned for the 2nd year students.

**2. Lexical minimum on the topic: State Ceremonies.**

to plan and execute state ceremonies- планировать и проводить государственные церемонии

anniversaries of national significance-юбилеи государственного значения

to produce detailed plans-составлять детальные планы

to consult with the Dean of the Diplomatic Corps-проводить консультации с дуайеном дип.корпуса

to create an ad hoc planning and coordinating committee-создать (ad hoc) -специальный комитет по планированию и координационных работ

a person of distinction-высокий гость

to be placed in the vehicles in descending order-размещаться в транспортных средствах в убывающем порядке

a procession may be arranged with-эскорт может быть организован

to pay a return visit within a reasonable time-нанести ответный визит по прошествии некоторого времени

**Do the tasks to control yourself.**

**1.Answer the following questions:**

a).What state body is usually responsible for planning and executing arrangements for state ceremonies?

b).Why do you think that it is necessary to produce detailed plans several weeks, even months, in advance?

c).What is the purpose of creating ad hoc planning and coordinating committee including the representatives of the police, army, the press and civic authorities

d). What is the procedure of the reception on the occasion of the visit of people of High distinction?

e). Has it become a recognized practice to write the Head of a host state to pay a return visit?

2. Discuss in pairs or in small groups the procedure of any state ceremony in the RK.

3. Write a one -page essay on any official visit of the President of the Republic of Kazakhstan to any foreign state.

**XI. Topic: Official Mourning**

**1. Aims and Objectives:** consolidation and further development of communication skills, focusing on the strategy ofReading texts in specialty on the given topics; development of self-study activities; revision and consolidation of grammatical categories planned for the 2nd year students.

**2. Lexical Minimum on the topic: “Official Mourning”**

to declare the observance of official mourning – объявить официальный траур

to be occasioned by the death of – в связи со смертью кого-то

to receive instructions – получить инструкции

concerning the period of official mourning – относительно продолжительности траура

the flying of the flag at half mast – спуск флага наполовину

to refrain from giving or attending social engagements – воздерживаться от посещения общественных мероприятий

to cancel previously arranged official commitments – отменить ранее запланированные мероприятия

to be unostentatious and relatively solemn – носить достаточно сдержанный и торжественный характер

a ‘condolences' book – книга соболезнований

a black-edged stationary to be used for correspondence – использовать канцелярские принадлежности, помеченные черным цветом

to leave cards marked ‘p.c.’ (pour condolences) – оставить визитную карточку, помеченную надписями(наши соболезнования)

**Do the tasks to control yourself.**

**1. Answer the following questions:**

a). How is official mourning observed in general?

b). What would the staff of the mission strictly follow during official mourning?

c). Would private functions have to be attended by state functions?

d). Would a ‘condolences’ book be available only at the Embassy?

e). How would the Diplomatic Corps act in the event of official mourning

being declared in the host country?

2. Write the note to the other diplomatic missions using any form. Act as the

Chief of the Department of Protocol.

3. Discuss with your groupmates the ways of observing official funerals in the RK.

**XII. Topic: Offering Hospitality**

**1. Aims and Objectives:** consolidation and further development of communication skills, focusing on the strategy ofReading texts in specialty on the given topics; development of self-study activities; revision and consolidation of grammatical categories planned for the 2nd year students.

**II. Lexical Minimum on the topic: Offering Hospitality.**

to have a rather more serious purpose – иметь гораздо серьезную цель

to improve the public image of the country – поднять общественный

имидж страны

to obtain opinions and information – получить информацию и узнать

точку зрения местных жителей

to enable wives to meet and make friends – дать возможность

женам встретиться и подружиться

to coincide with a major national day – совпасть с основным

государственным (национ.) днем

to dispatch invitations – разослать приглашения

to work out a seating plan – разработать план, как посадить гостей

to be likely to clash (politically, personally) – наверняка быть в

неприязненных отношениях (политически, лично)

order of precedence – порядок соблюдения старшинства

social status – общественный (социальный) статус

to resent – возмущаться, быть против чего-то

to sit on the host’s right – сидеть справа от хозяина дома

in honour of smb. – в честь кого-то

it is customary – это общепринято

**Do the tasks to control yourself.**

**1.Answer the following questions:**

**a).**What are the main purposes of offering hospitality?

**b).**Why do diplomats try to follow sometimes hard and fast rules of conduct?

**c)**What are two tasks to be undertaken apart from organizing the food and drink?

**d).**Why are seating plans and invitations worked out in advance?

**e).**What problems could easily arise if non- diplomats of the host country

 are present?

2. Discuss in pairs the topic: It is safer to be too formal rather than too informal. Why?

3. Write an invitation card to any representative of the diplomatic staff following the general style.

**XIII. Topic: A Dinner Party.**

**Aims and Objectives:** consolidation and further development of communication skills, focusing on the strategy ofReading texts in specialty on the given topics; development of self-study activities; revision and consolidation of grammatical categories planned for the 2nd year students.

**II. Lexical Minimum on the topic: A Dinner Party.**

to know the table places in advance – знать свои места за столом заранее

it is expected – полагают

to be introduced to – знакомиться с, быть представленным кому- то

to apologize for lateness – извиняться за опоздание

to be assembled – собраться вместе

on very formal occasions – по особо официальным случаям

to depend on personal taste and circumstances – зависеть от личных целей и обстоятельств

to take into account dietary restrictions – учитывать диетические ограничения

to pull out one’s chair – отодвинуть стул

to escort specific ladies – сопровождать особо важных дам

to engage smb in conversation – занимать кого-то беседой

irrespective of smb’s charm or vivacity – не смотря на очарование или живость кого-то

to catch the eye of the senior lady – поймать взгляд старшей из дам

to congregate at one end – собираться в одном конце стола

to cause offence to smb – обидеть кого-то

**Do the tasks to control yourself.**

1. **Answer the following questions:**
2. Who usually indicates to guests where they sit when they enter the dining – room or are there other ways to know their table places in advance?
3. What do the guests do after being introduced to the other guests?
4. On what occasions will the gentlemen be asked to escort specific ladies to their places?
5. What sign will be a signal for all to rise and show that all have finished?
6. What measures are envisaged if lady diplomats are present and wish to join in the discussions?

2. Speak on any specific cause for celebration or for honouring an individual, or a group of people for example when a Head of Mission has presented his credentials, or a delegations has arrived.

3. Write “Thank you” reply to generous hospitality by the host or hostess paying attention to the custom of the RK.

**XIV. Topic: Introducing people.**

**Aims and Objectives:** consolidation and further development of communication skills, focusing on the strategy ofReading texts in specialty on the given topics; development of self-study activities; revision and consolidation of grammatical categories planned for the 2nd year students.

**II. Lexical Minimum on the topic: Introducing People.**

to be presented or introduced to – быть представленным кому-то

to give a brief description of – дать краткое сообщение о

to embark on a conversation – вступить в беседу

a useful device – полезный метод

on behalf of smb – от имени кого-то

the degree of intimacy – степень личного характера, интимности

to present compliments to smb – передавать приветствие, поздравления

to convey specific messages – передавать особое послание, сообщение

to fold down the top left hand corner – загибать левый угол

to pencil initials at the bottom – ставить начальные буквы внизу карандашом

to bear the name on the card – указывать имя на карточке

p.c. to express condolences – выражать соболезнование

p.m. to remind – pour memoire – напомнить

p.r. pour remercier : to thank - поблагодарить (например, за прием)

**Do the talks to control yourself**

**1. Answer the following questions:**

a) Who is normally presented to whom?

b) In what cases is it essential to give a brief description of their respective functions?

c) What is the procedure of presenting cards of married diplomatic agents?

d) Is it possible to convey specific messages using visiting cards? How?

e) What signs show that visiting cards have been presented personally?

2. Discuss in pairs the traditional way of introducing people in the RK (not diplomats)

3. Try to find some information on all the samples of visiting cards in Kazakhstan paying attention to the fact if they convey specific messages.

XV. Topic. Worldwide Foreign Policy.

**I. Aims and Objectives:** consolidation and further development of communication skills, focusing on the strategy of Reading texts in specialty on the given topics; development of self-study activities; revision and consolidation of grammatical categories planned for the 2nd year students.

**II. Lexical Minimum on the topic: “Worldwide Foreign Policy”.**

Unprecedented epoch-making changes-беспрецедентные эпохальные изменения

to frame one’s foreign policy-сформировать внешнюю политику

multilateralism and interdependence-многосторонность и взаимозависимость

to be in a predicament-попасть в переплет,в трудную ситуацию

foreign policy priorities-внешнеполитические приоритеты

desired outcomes-желаемые результаты

diplomatic persuasion-дипломатические формы убеждения

threat of violence-угроза силой, насилием

to enhance national status and prestige-поднимать национальный статус и престиж

to remove mistrust-избавиться от недоверия

to counter the menace of-противостоять опасной угрозе

the dragged out conflict-затянувшийся конфликт

**Do the talks to control yourself**

**1. Answer the following questions:**

a) What trends are the epoch-making changes of the end of the XXI centuries based on?

b) Why are the states becoming more and more interdependent?

c) Can you explain the meaning of the term “diplomatic persuasion”?

d) What is the main responsibility of any state in formulating it foreign policy?

e) What is the main idea of the concept of foreign policy?

2. Discuss in pairs or in small groups the question:” Is it possible for the RK to the diplomatically self-reliant under the current circumstances in the world”?

3. Write an essay on the topic: “There is no such thing as an inevitable war. If war comes it will be from failure of human wisdom.