

MINISTRY OF EDUCATION AND SCIENCE OF UKRAINE
Lesya Ukrainka Volyn National University
Foreign Languages and Translation Department
International Relations Faculty

SYLLABUS
of a normative academic component

SECOND FOREIGN LANGUAGE (ENGLISH)

Bachelor Training

Specialty 291 International Relations, Public Communications and
Regional Studies

**Education and professional
programme** International Relations

Lutsk – 2022

The syllabus of the academic component *Second Foreign Language (English)*, Education Level *Bachelor*, Field of Knowledge *29 International Relations*, Specialty *291 International Relations, Public Communications and Regional Studies*, Educational and professional programme *International Relations*.

Developers: PhD in Philology, Associate Professor, Head of the Foreign Languages and Translation Department **Olena Kruhlij**
PhD in Philology, Associate Professor of the Foreign Languages and Translation Department **Nina Pechko**

Approved

by the Guarantor of Education and Professional Programme:



signature

associate professor Yevheniia Vozniuk

The syllabus of the academic component *First Foreign Language (English)* was approved at the meeting of the Foreign Languages and Translation Department Protocol No. 1 as of September 02, 2022

The Head of the Department:



Olena Kruhlij

1. THE DESCRIPTION OF ACADEMIC COMPONENT

Table 1.

Indicator Name	Field of knowledge, educational and professional programme, education level	Characteristics of academic component
Full-time form of education	29 International Relations, Specialty 291 International Relations, Public Communications and Regional Studies, International Relations, Bachelor	Normative
Number of hours / credits 450/15		Year of study 1, 2
		Semester 1, 2, 3, 4
		Lectures –
		Practical classes – 300 hours 1 semester – 82 hours 2 semester – 78 hours 3 semester – 72 hours 4 semester – 68 hours
Individual Student’s Work: no		Independent work – 122 hours
		Consultations – 28 hours
		Form of control: 1, 3 semester – credit, 2, 4 semester – exam
Language of study: English		

II. INFORMATION ABOUT THE INSTRUCTOR

Table 2.

Name	Olena Kruhlij
Scientific Degree	PhD in Philology (Candidate of Sciences)
Academic Title	Associate Professor
Title	Associate Professor, Head of the Foreign Languages and Translation Department
Contacts	+380501070157, Kruhlij.Olena@vnu.edu.ua
Days Classes	http://194.44.187.20/cgi-bin/timetable.cgi Face-to-face consultations are held on the days of practical classes (by prior agreement). All questions can be sent to the e-mail addresses indicated in the syllabus.
Name	Nina Pechko
Scientific Degree	PhD in Philology (Candidate of Sciences)
Academic Title	Associate Professor
Title	Associate Professor of the Foreign Languages and Translation Department
Contacts	+380984080094, Pechko.Nina@vnu.edu.ua
Days Classes	http://194.44.187.20/cgi-bin/timetable.cgi Face-to-face consultations are held on the days of practical classes (by prior agreement). All questions can be sent to the e-mail addresses indicated in the syllabus.

III. DESCRIPTION OF THE ACADEMIC COMPONENT

Table 3.

A COURSE ABSTRACT	<p>The programme of the academic discipline <i>Second Foreign Language (English)</i> was compiled in accordance with the educational and professional training program for bachelors of the specialty 291 <i>International Relations, Public Communications and Regional Studies</i> according to the Educational and Professional Programme <i>International Relations</i>.</p> <p>The subject of the educational component study is oral and written speech, phonetic and grammatical features of the modern English, the knowledge of which gives an opportunity to form the student's linguistic competence.</p>	
PREREQUISITES	<p>The prerequisite for studying the discipline <i>Second Foreign Language (English)</i> is the knowledge of the English language (Phonetics, Grammar, Vocabulary) acquired by students during their studies in institutions of general secondary education. In parallel with the development of speech skills, familiarization with the work of the human articulatory apparatus, the process of phoneme formation, and the correct intonation design of utterances takes place. Training in listening, communication, improving reading and writing skills continues.</p>	
POSTREQUISITES	<p>The knowledge, skills and abilities that the student acquires during the course <i>Second Foreign Language (English)</i> will become a necessary basis for further study of the academic component <i>Translation of Conferences and Public Events</i>.</p>	
GOAL AND TASKS OF THE ACADEMIC COMPONENT	<p>The programme provides consistency and continuity in the study of the material during three years of study. It has the goal of forming skills and abilities of practical command of the English and is aimed at the formation of students' linguistic, communicative and linguistic competence. Linguistic competence implies knowledge of the language system and the rules of its functioning in the process of communication. Communicative competence involves the ability to perceive and reproduce foreign speech in accordance with the conditions of speech communication. Linguistic competence includes knowledge of the main features of the country socio-cultural development whose language is being studied as well as being able to perform one's speech behavior in accordance with them.</p>	
LEARNING OUTCOMES (COMPETENCIES)	GENERAL COMPETENCIES	SPECIAL (PROFESSIONAL) COMPETENCIES
	GC3. Ability to learn and master modern knowledge.	SC6. The ability to apply the principles of diplomatic and consular service, diplomatic protocol and etiquette, ability to conduct diplomatic and business correspondence (in Ukrainian and foreign languages).
	GC4. Knowledge and understanding of the subject area and professional activity.	SC12. Ability to carry out communication and information-analytical activities in the field of international relations (in the Ukrainian and foreign languages).
	GC5. Ability to work in an international context.	
	GC7. Ability to apply knowledge in practical situations.	
	GC11. The ability to communicate a foreign language.	

	Criterion code	Effects
LEARNING OUTCOMES	LO10.	To communicate national and foreign languages fluently at a professional level necessary for professional discussion, preparation of analytical and research documents.
	LO12.	To possess the skills of professional oral and written translation from/to foreign languages, in particular, from the professional subject of international cooperation, foreign policy, international communications, regional studies, bilateral and multilateral international projects.
	LO17.	To have the skills of self-determination in educational goals and learning, finding educational resources necessary for their achievement.

5. STRUCTURE OF THE ACADEMIC COMPONENT

Table 4.

Name of the content Module and topic	Total	Lectures	Practical classes	Independent student's work	Consultations	Form of control / Grades
1 semester						
Content Module 1. Introductory Phonetic Course. About Myself.						
Topic 1. Organs of Speech. Introducing People.	8		6	2		DC/ PM
Topic 2. Classification of Vowels. About Myself.	9		6	2	1	DS/ PM / T/ ISW
Topic 3. Classification of Consonants. My Friend.	10		6	4		DS/ PM / T
Topic 4. Intonation. My Family.	11		8	2	1	DS/ PM / T/ ISW
Total for Module 1	38		26	10	2	
Content Module 2. Window on the World.						
Topic 5. Visiting a Place. Degrees of Comparison of Adjectives.	6		4	2		PM / ISW
Topic 6. Parts of Speech. Plural of Nouns.	6		4	2		DS/ PM / T/ ISW
Topic 7. Fantastic Flags. The Present Simple Tense.	7		6		1	DS/ PM / T/ ISW
Topic 8. The Present Progressive Tense. Possessive Case.	6		4	2		PM / T
Topic 9. Time Capsule.	9		6	2	1	DS/ PM / T/ ISW
Topic 10. The Past Indefinite Tense. Articles.	6		4	2		DS/ PM / T
Total for Module 2	40		28	10	2	
Content Module 3. A Thirst for Knowledge.						

Topic 11. Learning with a Difference.	8		6	2		PM / T
Topic 12. Structure <i>there is/there are</i> . Prepositions of Place.	8		6	2		DS/ PM / T
Topic 13. The Present Perfect Simple vs Present Perfect Progressive.	9		6	2	1	DS/ PM / T/ ISW
Topic 14. Learning Foreign Languages.	8		6	2		PM / T
Topic 15. Extra-Curricular Activities.	7		4	2	1	DS/ PM / T/ ISW
Total for Module 3	40		28	10	2	
Total hours / grades Semester 1	119		82	30	7	100
2 semester						
Content Module 4. Human Nature.						
Topic 1. Appearance. Personal Characteristics.	6		4	2		PM / ISW
Topic 2. Nonverbal communication. <i>Used to / would</i> difference.	9		6	2	1	DS/ PM / T/ ISW
Topic 3. Mystery Heroes.	8		6	2		DS/ PM / T/ ISW
Topic 4. The Present Progressive Tense. Possessive Case.	6		4	2		PM / ISW
Topic 5. Help solve a problem.	9		6	2	1	DS/ PM / T/ ISW
Module Test Paper						MTP 20
Total for Module 4	38		26	10	2	
Content Module 5. Pack your bags.						
Topic 6. Holidays.	5		4	1		PM / ISW
Topic 7. Places in the World worth Visiting.	6		4	1	1	DS/ PM / T/ ISW
Topic 8. Advantages and Disadvantages of Different Types of Travelling.	6		4	1	1	PM / ISW
Topic 9. Conditional Sentences Types Zero and One.	6		4	1	1	DS/ PM / T/ ISW
Topic 10. The Present Perfect Tense.	5		4	1		DS/ PM / T/ IP
Topic 11. Indirect Speech.	4		2	2		DS/ PM / T/ ISW
Topic 12. The Present Perfect Continuous Tense.	3		2	1		DS/ PM / T/ ISW
Topic 13. The Past Perfect Continuous Tense.	3		2	1		DS/ PM / T/ ISW
Module Test Paper						MTP 20
Total for Module 5	38		26	10	2	
Content Module 6. Be in shape.						
Topic 14. Health and fitness. Grammar Revision Exercises.	8		6	2		DS/ PM / T
Topic 15. What do you do to stay fit? Grammar Revision	9		6	2	1	PM / ISW

Exercises.						
Topic 16. Sport.	7		4	2	1	DS/ PM / T/ ISW
Topic 17. Global Disasters. Non-finite Forms of the Verb.	8		6	2		DS/ PM / T
Topic 18. Semi-formal letter. Functions of the Verbal.	7		4	2	1	DS/ PM / T
Module Test Paper						MTP 20
Total for Module 6	39		26	10	3	
Total hours / grades Semester 2	115		78	30	7	100
3 semester						
Content Module 7. Blue.						
Topic 1. Colours and Emotions. The Infinitive.	10		6	3	1	DS/ PM / T/ ISW
Topic 2. My favourite place to relax. Particle <i>to</i> with the Infinitive.	11		6	4	1	PM / ISW
Topic 3. Predicative Constructions in English.	14		10	3	1	DS/ PM / T/ ISW
Total Module 7	35		22	10	3	
Content Module 8. Not what it seems.						
Topic 4. The media and advertising, commercials.	5		4	1		PM / T
Topic 5. The Gerund.	5		4	1		PM / T
Topic 6. Your reactions in different situations. Prepositions with Gerund.	6		4	2		DS/ PM / T
Topic 7. The Gerund vs the Infinitive.	6		4	2		PM / T
Topic 8. Writing an essay. The Predicative Constructions with Gerund.	7		4	2	1	PM / ISW
Topic 9. The Gerund.	7		4	2	1	PM / T/ ISW
Total for Module 8	36		24	10	2	
Content Module 9. Follow the clues.						
Topic 10. Crime and Punishment. The Participle I.	6		4	2	1	DS/ PM / T/ ISW
Topic 11. Youth Problems. The Participle II.	9		6	2		PM / T
Topic 12. Solving Problems.	6		4	2	1	PM / ISW
Topic 13. The Participial Constructions.	9		6	2		DS/ PM / T
Topic 14. Writing a film review. The Participle and the Gerund.	8		6	2		PM / T/ ISW
Total for Module 9	38		26	10	2	
Total hours / grades Semester 3	109		72	30	7	100
4 semester						
Content Module 13. The Mind.						
Topic 1. Mind and Mental Ability.	6		4	2		PM / T/ ISW
Topic 2. Modal Verbs. Can, may, must.	10		6	3	1	PM / ISW
Topic 3. Shall, will, would,	11		7	3	1	T/ ISW

should.						
Module Test Paper						MTP 15
Total Module 10	27		17	8	2	
Content Module 11. Just the job.						
Topic 4. The best time for studying.	7		4	2	1	DS/ PM / T/ ISW
Topic 5. Employment. Moods in English.	18		6	2		PM / T
Topic 6. Writing a covering letter. Subjunctive I and Subjunctive II.	12		7	4	1	PM / ISW
Module Test Paper						MTP 15
Total for Module 11	37		17	8	2	
Content Module 12. Project Earth.						
Topic 7. The environment. Conditional Mood.	13		8	4	1	DS/ PM / T
Topic 8. Environmental Problems. Suppositional Mood in English	14		9	4	1	PM / T/ ISW
Module Test Paper						MKP 15
Total for Module 12	27		17	8	2	
Content Module 13. Big Issues.						
Topic 9. Social issues. Revision Modal Verbs.	13		9	4		DS/ PM / T/ ISW
Topic 10. Current challenges and threats. Revision Moods.	13		8	4	1	PM / T
Module Test Paper						MTP 15
Total for Module 13	26		17	8	1	
Total hours / grades Semester 4	107		68	32	7	100
Total	450		300	122	28	

Control methods: DS – discussion, DB – debate, T – tests, TR – training, PM/CM – problems/cases management, IST/ISW – individual task/individual work of the student, SGW – work in small groups, MTP/TP – module test paper/test paper, Ab – abstract, analytical note, analytical essay, analysis of the work.

6. TASKS FOR INDEPENDENT WORK

The student's independent work includes:

- preparation for practical classes: performance of oral and written tasks, study of basic and additional lexical and grammatical material;
- systematization of the studied material for writing creative works, control works, dictations, translations, essays, tests;
- listening and performing tasks to the listened texts;
- performance of the proposed tasks within the relevant content modules;
- doing homework and preparing for practical classes in English;
- work on home reading and reading fiction and magazines in English;
- compiling a dictionary of one's own vocabulary;

- development of lexical minimums compiled by teachers of the Department of Foreign Languages and Translation according to the Topic of content modules;
- oral and written translation of sentences and translation of texts from English to Ukrainian and vice versa
- construction and implementation of dialogues in English with the interlocutor;
- working with technical means of learning, especially when listening to broadcasts, listening to podcasts and watching educational videos.

Table 5.

No.	Topic	Hours
1.	Content Module 1. <i>Essay: Let's Get Acquainted.</i>	8
2.	Content Module 2. <i>Essay:</i> – <i>The Role of Traditions in my Family.</i> – <i>Through our Various Cultures, We Can Define Our Identities and Ourselves.</i> – <i>Why Keep Traditions Alive Is Important.</i>	10
3.	Content Module 3. <i>Essay:</i> 1) <i>Students' Life and Studies. Working Day.</i> 2) <i>Typical Working Day of a Student.</i> 3) <i>Foreign Language Learning Techniques and Strategies.</i> Project.	10
4.	Content Module 4. 1) Supplementary word-list to the topic (countries, capitals, adjectives, citizens). 2) <i>One of the leading countries in the world, its territory, geographical position, ethnic composition, capital, the largest cities, current problems.</i> Project.	10
5.	Content Module 5. 1) <i>Essay: East or west – Home is Best.</i> 2) <i>Describe one of the Ukrainian's colorful sites you have seen or read.</i> Project.	10
6.	Content Module 6. 1) Writing a Report. <i>My Last Visit to an Art Exhibition.</i> 2) Writing semi-formal letters. <i>A Proposal Letter. A Letter Complaint.</i>	10
7.	Content Module 7. <i>Colours around Us.</i> Project.	10
8.	Content Module 8. 1) Advs writing.	10
9.	Content Module 9. A film review.	8
10.	Content Module 10. <i>Mind-Boosting and Memory-Boosting Techniques.</i> Project	10
11.	Content Module 11. <i>My Future Profession. My Dream Job.</i> Project A Covering Letter. Letter Applying for a Job.	6
12.	Content Module 12. <i>Essay: Modern Disasters and Threats.</i>	8
13.	Content Module 13. <i>The Biggest Issues Facing Our World.</i> Project.	10
Разом		122

IV. EVALUATION POLICY

The teacher's policy regarding the student. The educational process and control of its results is carried out in accordance with the Regulation on the current and final evaluation of the students' knowledge at Lesya Ukrainka Volyn National University.

The specifics of teaching AC *Second Foreign Language (English)* is the use of two types of control: current and final. Current control includes tasks such as writing tests and essays, surveys, doing exercises, working in pairs and small groups, leading a discussion, composing dialogues, performing additional test tasks on the online platform Office 365 in Teams. Such forms of control allow the instructor to check the level of students' preparation for each lesson, the ability to process, assimilate and operate the studied material, the ability to answer the questions logically and consistently, to solve various educational tasks, to check the ability of students to process a certain amount of educational material independently. As well as it allows checking the skill to highlight the main and secondary information, ask questions and discuss new material with other participants in the educational process.

When studying the OC *First Foreign Language (English)* the student performs the following types of work: studying lexical and grammatical material, working on the development of speaking, writing and listening skills in the main language, preparing projects and presentations, abstracting an article on the topic being studied, writing tests and an oral exam. Students master topics and perform tasks according to the stages and terms specified in the syllabus. The students may be credited with learning results obtained in formal, informal and/or informal education (professional (specialist) courses/trainings, civic education, online education, internships).

Academic Integrity Policy. While learning, teaching and carrying out scientific activities, participants of the educational process should be guided by the rules defined by law, observe educational ethics and academic integrity, as well as time limits and limits of the educational process, treat others tolerantly. In order to ensure confidence in the learning results, it is strictly forbidden to write off during tests or exams. All written works performed by a student in the presence of doubts about academic integrity can be checked with the help of anti-plagiarism systems. Observance of academic integrity by students involves:

- independent performance of current and final control tasks;
- references to sources of information in case of use of ideas, findings, statements, information;
- compliance with the legislation on copyright and related rights;
- provision of reliable information about the results of one's own educational (scientific, creative) activities, used research methods and sources of information.

Any form of academic integrity breach will not be tolerated. The main types of responsibility of education seekers for violation of academic integrity (Part 6 of Article 42 of the Law of Ukraine On Education):

- repeated assessment (test, exam, credit, etc.);
- repeating the relevant educational component of the educational program;
- expulsion from the university (except for persons who obtain a general secondary education);
- academic integrity deprivation of an academic scholarship;
- academic integrity deprivation of tuition benefits provided by the university.

The general principles, values, principles and rules of ethical behavior of the participants of the educational process can be found in the Code of Academic Integrity of Lesya Ukrainka Volyn National University.

Deadlines and retaking policy. A student's absence from class during the preparation of projects, writing test and control papers, essays without a valid reason is assessed as «0» points. If there is an objective reason for the absence, which is documented, the student has the right to rewrite a test, a test, an essay or prepare a presentation outside of class time and pay the debt within a week from the day of returning to studies. All tasks must be completed within the set time. Works submitted in violation of the deadlines set by the teacher will be given a lower grade (-10% of the grade).

V. FINAL CONTROL

The form of final semester control in this discipline is a credit and an exam. The course *First Foreign Language (English)* contains six credits. Final control is a credit in the 1st, 3rd, and 5th semesters and an exam – in the 2nd, 4th, and 6th semesters. Components of credit are modules that reflect all forms of the student's educational workload. The current evaluation of students' knowledge is carried out according to a five-point system and includes evaluation of students' work during classroom classes for oral and written answers, writing dictations, performing translations, doing tests, various types of tasks, and participation in discussions.

Credit is given based on the results of current work in a case when the student has completed the types of educational work specified in the AC syllabus. If the student did not attend classes (for valid reasons), she/he has the right to work through the missed classes and get the number of points that were determined for the missed topics at the consultations. The maximum number of points is calculated as the arithmetic average of all points for oral and written answers in classroom classes (from 0 to 5 points),

while the average point is multiplied by a factor of 20 ($20 \times 5 = 100$). The instructor carries out comprehensive assessment of knowledge by on a 100-point scale. On the date of the credit, the teacher records the amount of total grades that the student scored during the current work (scale from 0 to 100 points). In the event when the student scored less than 60 points, he retakes a credit during the liquidation of academic debt. In this case, the grades scored during the current assessment are cancelled. The maximum number of points during the liquidation of academic credit is 100.

The maximum number of points for the current control is 40 points, if the form of the final control is an exam. The maximum number of points is calculated as the arithmetic mean of all points for oral and written answers in classroom classes (from 0 to 5 points), while the average point is multiplied by a factor of 8 ($8 \times 5 = 40$). The maximum number of points for the current test is 40, for the final test (writing modular test papers) - 60. The comprehensive assessment of knowledge is carried out by the teacher on a 100-point scale.

- The grade «excellent» corresponds to 5 points for oral answers in classroom classes, writing written works (dictations, translations, tasks, exercises) and is given for broad and systematic knowledge of theoretical and practical material from a second foreign language.

- The grade «good» corresponds to 4 points for oral answers in classroom classes and writing written works (dictations, translations, tasks, exercises) and is given for good knowledge of theoretical and practical material from a second foreign language.

- The grade «satisfactory» corresponds to 3 points for oral answers in classroom classes and writing written works (dictations, translations, tasks, exercises) and is given for basic knowledge of theoretical and practical material from a second foreign language.

- The grade «unsatisfactory» corresponds to 0-2 points for oral answers in classroom classes and writing written works (dictations, translations, tasks, exercises) and is given in case of failure to complete practical tasks and lack of knowledge of theoretical material from the first foreign language.

Students are expected to attend all classes. In case of absence from the class or failure to perform one of the types of mandatory work on the topic, the student receives «0» points for the uncompleted type of work. Assignments that are submitted late without good reason are assigned a lower grade. In case of a good reason, the student can retake the topic/module during the consultations.

The teacher issues a final grade without taking an exam based on the results of current and module control if the student has successfully completed all the tasks provided by the programme of the academic discipline and received at least 75 points. Such a grade is issued on the day of the exam. Presence of the student is mandatory. The student must take the exam if he scored less than 75 points during the semester, or if he wants to improve his result. The final semester grade in the case of taking an exam is defined as the sum of the current semester and exam grades in points without taking into account module control tests. Exam cards are approved at the meeting of the Foreign Languages and Translation Department every semester.

When setting the final grade, the student's presence and activity in classes must be taken into account. The terms of final control, liquidation of academic debt are determined by the schedule of the credit and examination session. Retaking credits and exams in the case of receiving an unsatisfactory grade is allowed no more than twice for each academic component: once by the instructor, the second time by the commission created by the dean of the Faculty.

VI. GRADING SCALE

Table 6

Exam

Scores	Linguistic Grade	ECTS Grading Scale	
		Grade	Definition
90-100	Excellent	A	outstanding performance
82-89	Very good	B	above the average standard
75-81	Good	C	generally sound work
67-74	Satisfactory	D	not bad
60-66	Sufficiently	E	performance meets the minimum criteria
1-59	Fail	Fx	needed to retake

Scores	Linguistic Grade
90-100	Passed
82-89	
75-81	
67-74	
60-66	
1-59	Fail (needed to retake)

VIII. RECOMMENDED LITERATURE

Basic literature

1. Mitchell-Marileni Malkogianni H.Q. Pioneer Upper-Intermediate B2. Workbook. Published by MM Publications, 2015. 104 p.
2. Mitchell-Marileni Malkogianni H.Q. Pioneer Upper-Intermediate B2. Student's Book. Published by MM Publications, 2015. 200 p.
3. Жулінська М.О. English grammar in use : збірник граматичних вправ для студентів I курсу факультету міжнародних відносин. Луцьк: Вид-во: ПП Іванюк В.П., 2014. 147 с.
4. Круглій О.Р. Тести для самостійної роботи: для студентів II курсу факультету міжнародних відносин. Луцьк: ПП Іванюк, 2011. 36 с.
5. Круглій О.Р. Тести для самостійної роботи: для студентів I курсу факультету міжнародних відносин. Луцьк: ПП Іванюк, 2015. 35 с.
6. Круглій О.Р. Іноземна мова (англійська). Частина I : навчально-методичний посібник для студентів II курсу факультету міжнародних відносин. Луцьк: ПП Іванюк, 2011. 223 с.
7. Круглій О.Р. Іноземна мова (англійська). Частина II : навчально-методичний посібник для студентів II курсу факультету міжнародних відносин. Луцьк: ПП Іванюк, 2011. 223 с.
8. Петровська Н.М. Фонетичний курс англійської мови: [методичні рекомендації для студентів факультету міжнародних відносин]. Луцьк, 2004. 73 с.
9. Печко Н. М. Pioneer B 2 : тренувальні вправи для студентів I-II курсів факультету міжнародних відносин. Луцьк, 2022. 56 с.
10. Черняк О.П. Іноземна мова (англійська). Частина I : навчально-методичний посібник для студентів I курсу факультету міжнародних відносин. Луцьк: ПП Іванюк, 2011. 234 с.
11. Черняк О.П. Іноземна мова (англійська). Частина II : навчально-методичний посібник для студентів I курсу факультету міжнародних відносин. Луцьк: ПП Іванюк, 2011. 176 с.
12. Черняк О.П. Тестові завдання на використання часових форм в англійській мові: методичні рекомендації для студентів I курсу факультету міжнародних відносин. Луцьк: ПП Іванюк, 2011. 59 с.
13. Черняк О.П. Пасивний стан в англійській мові: тренувальні вправи та тестові завдання для студентів I курсу факультету міжнародних відносин. Луцьк: ПП Іванюк, 2013. 50 с.
14. Черняк О. П. Інфінітив. Герундій. Дієприкметник: тренувальні вправи та тестові завдання: для студентів факультету міжнародних відносин. Луцьк: ПП Іванюк, 2014. 56 с.
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