



Національний університет  
водного господарства  
та природокористування

Міністерство освіти і науки України  
Національний університет водного господарства  
та природокористування  
Кафедра іноземних мов

**06-09-44**

## **МЕТОДИЧНІ РЕКОМЕНДАЦІЇ ТА НАВЧАЛЬНІ ЗАВДАННЯ**

для розвитку мовленнєвих компетентностей до  
практичних занять з дисципліни «Ділова іноземна  
мова (англійська)» для здобувачів вищої освіти  
першого (бакалаврського) рівня III курсу  
за спеціальністю 242 «Туризм» та 241 «Готельно-  
ресторанна справа»

Рекомендовано науково-  
методичною комісією зі  
спеціальності 242 «Туризм»  
Протокол № 6  
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Методичні рекомендації та навчальні завдання для розвитку мовленнєвих компетентностей до практичних занять з дисципліни «Ділова іноземна мова (англійська)» для здобувачів першого (бакалаврського) рівня вищої освіти III курсу спеціальності 242 «Туризм» та 241 «Готельно-ресторанна справа» / Ботвінко-Ботюк О. М., Осецька Н. Ф. – Рівне : НУВГП, 2019. – 35 с.

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природокористування, 2019



## ПЕРЕДМОВА

Методичні рекомендації та навчальні завдання для розвитку мовленнєвих компетентностей до практичних занять з дисципліни «Ділова іноземна мова (англійська)» націлено на навчання іншомовної комунікації англійською мовою у сфері туристичної галузі. Навчальні завдання призначено для студентів спеціальності 242 «Туризм» та 241 «Готельно-ресторанна справа», які мають намір розвинути мовні навички практичного застосування англійської мови ділового спрямування до рівня А2-В1, а також для широкого кола бажаючих оволодіти лексику туристичної індустрії. Методичні рекомендації побудовано за тематичним принципом. Структуру підпорядковано цілям навчання основним видам мовленнєвої діяльності: читанню, говорінню (діалогічному та монологічному) і писемному мовленню. Зміст сприяє продуктивному засвоєнню лексики сфери туризму, допомагає формуванню необхідних навичок ділового спілкування та розвитку креативного мислення студентів. Особливою рисою є його придатність для самостійної роботи та поглиблення знань студентів з ділової англійської мови. Методичні рекомендації та навчальні завдання стануть в нагоді студентам вищої школи, слухачам спеціалізованих курсів і тим, хто бажає підвищити свій рівень англійської мови з цього фаху.

### Unit 1. Meet the Kitchen Staff

#### 1. Read and translate the text. Pay attention to the pre-text words.

butcher	м'ясник
caller	розпорядник
customer	клієнт
dessert	десерт
direction	розпорядження
find out	дізнаватись
line cook	лінійний кухар (кухар певного підрозділу)
meat the needs	відповідати потребам
pastry chef	кондитер
prep cook	кухар, який готує інгредієнти
service	обслуговування



specials | фірмова страва  
swing cook | кухар, який працює в різних підрозділах

Customers know that the service at the hotels is great. But few people know what happens behind the scenes.

Every morning, the head chef and the sous chef choose the day's specials. Then they tell the butcher which meats they need. And they also give directions to prep cooks.

At 6 o'clock, the restaurant opens. Line cooks listen to the caller to find out what foods to cook. On busy nights, a swing cook helps the line cooks at different food stations. Finally, the pastry chef prepares desserts. Everyone in the kitchen works together to make sure that customers have a great meal.

## 2. Match the English word with its Ukrainian equivalent.

customer

meal

quality

specials

tell

restaurant

listen

meat

meet

different

ресторан

різний

клієнт

страва

м'ясо

їжа

зустрічати

якість

слухати

казати

## 3. Form the correct word combination.

work

give

make

busy

food

swing

behind

find

stations

cook

the scenes

nights

out

directions

sure

together

## 4. Read the text and choose the correct answers.

1. What is the main idea of the article?

A. Who creates the menu at the restaurant.



- B. The people who work in the kitchen at a restaurant.  
C. What makes the kitchen staff at the restaurant special.  
D. The most important customer service position at a restaurant.
2. According to the article, what is true about the restaurant?  
A. It has breakfast and lunch service.  
B. It offers a special dish every night.  
C. Its butcher and prep cooks do similar work.  
D. The chefs also serve food in the restaurant.
3. Which of the following is NOT true about the head chef?  
A. They work with the sous chef on a daily basis.  
B. They influence what foods the restaurant serves.  
C. They give instructions to the butcher.  
D. They are responsible for preparing dessert.

**5. Match the job position with the description of the job.**

- |                |   |                                                                                |
|----------------|---|--------------------------------------------------------------------------------|
| 1. head chef   | A | generally cooks one type of food all night, such as sauces, fish or vegetables |
| 2. sous chef   | B | is in charge of all activities in the kitchen                                  |
| 3. prep cook   | C | works at more than one food station when other cooks need help                 |
| 4. line cook   | D | cuts up large pieces of meat                                                   |
| 5. swing cook  | E | helps the head chef and is in charge if the head chef is not there             |
| 6. butcher     | F | tells the kitchen staff what food customers ordered                            |
| 7. pastry chef | G | makes desserts                                                                 |
| 8. caller      | H | prepares food to be cooked                                                     |

**6. Choose the correct word or phrase.**

1. The (line cook / sous chef) lifted the fry basket from the hot oil and took out the chicken wings.  
2. The (pastry chef / swing cook) arranged the desserts on a sheet pan and puts it into the oven.  
3. Ricky uses the (ladle / spoon) to eat his soup.  
4. The (chef / butcher) gets the ladle and serves the soup.  
5. (Head chef / prep cook) crushed the garlic and cut it into small pieces with a chef's knife.  
6. The (butcher / caller) keeps his knife collection in his knife roll.



7. The (pastry chef / caller) uses the whisk to mix the eggs.
8. All of the fish is prepared at the (fish / food) station.

**7. Read a conversation between a line cook and a sous chef.**

*Sous Chef:* How long until we open the restaurant?

*Line Cook:* It's a quarter to nine, so we have fifteen minutes before opening.

*Sous Chef:* Is all the prep work done?

*Line Cook:* Yes, ma'am.

*Sous Chef:* What station are you working at tonight?

*Line Cook:* I'm in charge of the fish station.

*Sous Chef:* Excellent. Our special for tonight is salmon.

*Line Cook:* So I'll probably need some help. Is there a swing cook available tonight?

*Sous Chef:* Yes. And he is great with fish.

**8. Mark the following statements as true or false.**

1. The restaurant opened 15 minutes early.
2. The line cook is responsible for preparing the special.
3. The line cook needs help from the swing cook.

**9. With a partner, act out the roles below, based on the dialogue. Decide who Student A and Student B are. Then switch roles. Use language such as.**

Is all the prep work done? I'm in charge of fish station. Our special for tonight is ... .

**Student A:** You are a sous chef. Talk to Student B about: when the restaurant opens, the day's special; if the food prep is done.

**Student B:** You are a line cook at the restaurant. Answer Student A's questions and tell them what station you will work at.

**10. Make a list of the kind of duties that the line cook needs to complete before the restaurant opens.**

..... Station

1. Identify the night's .....
2. Do the .....
3. Ask the .....



## 11. Discuss these questions.

1. Who works in a restaurant kitchen?
2. What tasks must different employees do?

## 12. Summarize the information in the passage in your own words, you have absorbed the correct main idea. To accomplish this goal, try the steps listed below.

- Write a short summary in your own words about what you have read.
- Does your summary agree with this general topic?
- Does your summary contain the same ideas being expressed by the author?
- Could you write a headline that would express your summary in less than five words?

## Unit 2. Utensils

### 1. Read and translate the text. Pay attention to the pre-text words.

a number of

can opener

chef

chef's knife

complete

cutting board

flat

grater

item

knife roll

ladle

perform

spatula

spoon

tool

vegetable peeler

whisk

багато

ніж (ключ) для відкривання бляшанок

шеф

ніж шеф-кухаря

завершений

дошка

плаский

тертка

деталь, елемент

набір ножів

ополоник черпак

виконувати

шпатель, лопатка

ложка

інструмент

ніж для чищення овочів і фруктів

віночок

What are some tools that no chef can live without? No kitchen is complete without a cutting board, grater, vegetable peeler and can opener. Chefs use these items before they start cooking. And even



small kitchens have spoons and whisks. They are for mixing food. After food is done, chefs use spatulas or ladles to serve food.

What is a chef's most important tool? No chef enters a kitchen without a knife roll. This contains all of the knives a chef needs during a restaurant service. The most important knife in that set is a chef's knife. Many cooks like using one of these knives because it can perform a number of tasks.

## 2. Match the English word with its Ukrainian equivalent.

important

tool

enter

item

impact

need

immediate

start

contain

perform

містити

важливий

вплив

компетенція

виконувати

першочерговий

інструмент

потреба

починати

заходити

## 3. Form the correct word combination.

prepare

cutting

vegetable

chef's

can

perform

flat

piece of

board

opener

food

a lot of tasks

side

cake

knife

peeler

## 4. Read the text about chefs' tools and chose the corrctct answers.

1. What is the main idea of the article about chefs' tools?

- A. Ways to care for cooking equipment.
- B. The items that cooks commonly use.
- C. The uses for different types of spoons.
- D. How chefs prepare their tools.





2. According to the passages about chefs' tools, knives are popular because they ...

- A. are expensive.
- B. come with a knife roll.
- C. do many things.
- D. are easy to clean.

3. According to the passages about chefs' tools, which of the following items is NOT used to prepare food before cooking?

- A. Vegetable peeler.
- B. Knife.
- C. Spatula.
- D. Whisk.

**5. Match the name of a kitchen tool with its description.**

- |                     |          |                                                                                                                       |
|---------------------|----------|-----------------------------------------------------------------------------------------------------------------------|
| 1. utensils         | <b>A</b> | a tool that cuts items into thin strips                                                                               |
| 2. vegetable peeler | <b>B</b> | a tool that opens metal containers of food                                                                            |
| 3. spatula          | <b>C</b> | is a large knife with broad blade that is used to do many tasks in the kitchen                                        |
| 4. ladle            | <b>D</b> | a case that holds different types of knives                                                                           |
| 5. whisk            | <b>E</b> | a large spoon that is used to serve liquid foods                                                                      |
| 6. grater           | <b>F</b> | piece of wood, stone or plastic that is used to cut food on                                                           |
| 7. can opener       | <b>G</b> | a tool that has a wide side and is used to serve food                                                                 |
| 8. chefs knife      | <b>H</b> | tools with a particular use, especially in a kitchen or house                                                         |
| 9. knife roll       | <b>I</b> | a tool consisting of a slotted metal blade attached to a handle used to remove the outer layer of vegetables or fruit |
| 10. cutting board   | <b>J</b> | a cooking utensils which is used to blend ingredients smooth                                                          |

**6. Chose the word or phrase closest in meaning to the underlined part.**

1. A sous chef uses the kitchen tool with a flat side to pick up the piece of cake and set it on the plate.



- A spatula  
B ladle  
C whisk
2. Roger chops the fruit on a piece of wood used to cut food on.  
A can opener  
B knife roll  
C cutting board
3. Paulina takes the skin off the carrots by using a kitchen tool that stripes the outside of foods off.  
A vegetable peeler  
B can opener  
C chef's knife
4. Alison fries potatoes in the machine that cooks food in hot oil.  
A oven  
B can opener  
C deep fryer
5. The pastry chef arranges the desserts on a large, flat cooking container and puts it into the oven.  
A mixer  
B sheet pan  
C chef's knife
6. Jared adjusted the part of a stove that creates heat until the flame is very small.  
A open burner  
B oven  
C automatic timer
7. Sara takes the skin off the apple before eating it.  
A peels  
B shreds  
C slices
8. Oskar takes a block of cheese and makes small, long strips of it.  
A peels  
B shreds  
C slices
- 7. Read a conversation between a line cook and a dishwasher.**  
*Line Cook:* Hi, Kevin. I need your help.  
*Dishwasher:* How can I help you, Kathy?



*Line Cook:* I need a spatula, but I think we're short of clean ones.

*Dishwasher:* Yes, there's a lot of them at the sink. Do you need me to wash a few for you?

*Line Cook:* Yes, please. And can you wash the grater for me, as well?

*Dishwasher:* Sure, I'll do that for you.

*Line Cook:* Thanks a lot! Please leave the clean utensils at my station.

*Dishwasher:* No problem.

**8. Mark the following statements as true or false.**

1. There are no clean spatulas in the kitchen.
2. The man gives a woman a grater.
3. The woman plans to wash the utensils.

**9. With a partner, act out the roles below, based on the dialogue. Decide who Student A and Student B are. Then switch roles. Use language such as.**

I need your help. I need a ..... Do you want me to wash them for you?

**Student A:** You are a line cook. Tell Student B what utensils you need; where to put clean utensils.

**Student B:** You are a dishwasher. Listen to Student A and ask how you can help him or her; where to put clean utensils.

**10. Use the conversation to complete instructions from the line cook to the dishwasher.**

Dear .....

I need your help. Please, wash the following utensils for me: ..... , ..... , ..... . Place the clen tools .....

Thanks for your help.

Best, .....

**11. Discuss these questions:**

1. What items do people use to prepare food?
2. What can you do with a chef's khife?



**12. Summarize the information in the passage in your own words, you have absorbed the correct main idea. To accomplish this goal, try the steps listed below.**

- Write a short summary in your own words about what you have read.
- Does your summary agree with this general topic?
- Does your summary contain the same ideas being expressed by the author?
- Could you write a headline that would express your summary in less than five words?

### Unit 3. Food service equipment

**1. Read and translate the text. Pay attention to the pre-text words.**

according to  
add  
clumsy  
colander  
cooking range  
equipment  
food processor  
kitchen scales  
list  
mincer  
mortar  
mortar  
pestle  
serving  
sheet pan  
sieve  
tool

згідно  
додавати  
незграбний  
друшляк  
плита  
обладнання  
комбайн  
ваги  
список  
м'ясорубка  
ступа  
ступа  
товкач  
сервірування  
деко  
сито  
інструмент

Every single day restaurateurs and food managers work in a business that demands great flexibility and a constant ability to renew.

Restaurant equipment includes anything used to prepare, cook, heat and store your food. These tools and equipment increase efficiency and save time. They are the various items that are used during food preparation, cooking and serving. They include working



tables, cooking pans, fryers, sinks, kitchen utensils, mortars, blenders, mixers, etc.

These tools and equipment can be put into groups according to their sizes and functions. They are classified as large and small.

Large equipment is sometimes fixed and it is heavy. The equipment is clumsy to move about easily. Examples include cooking ranges, washing basins, refrigerators. We can add to the list ovens, microwave ovens, freezers and dish washers.

Small equipment is sometimes referred to as tools. Tools are small, easy to carry about and very important in the hotel business. Take a flash back into the kitchen and list all the tools that can be put under the group. These include knives, openers, spoons, pestles and mortars, colanders, sieves, kitchen scales.

There is another group which is classified as mechanical equipment. This equipment is operated by electricity and is also referred to as appliances. Examples of appliances are mixers, blenders, liquidizers, slicers, mincers, electric kettles, food processors, rice cookers, toasters, coffee makers. Ovens, deep fryers, mixers are very important for chefs.

No kitchen can work without food service equipment. It is difficult to imagine a kitchen without stockpots and sheet pans. We know that food processing equipment, tools and appliances are very important in the restaurant business. They increase efficiency and save time.

## 2. Match the English word with its Ukrainian equivalent.

stockpot	зберегати
appliance	класифікувати
deep fryer	гнучкість
imagine	різний
classify	вимагати
increase	збільшувати
demand	уявляти
various	каструля
flexibility	прилад
store	фритюрниця



### 3. Form the correct word combination.

save	table
working	basin
washing	time
dish	scale
kitchen	equipment
mecanical	kettle
electric	processor
food	washer

### 4. Read the letter from a supplier.

John Furew, Executive Chef  
Post Meridian Restaurant

Dear Mr. Sadow,

Thank you for your recent order. Based on your previous orders, I have put together a list of new product that you may enjoy.

Fire it up Gas Range (50 cm griddle; 2 open burners);

Oven (temperature range 65-250<sup>0</sup>C; automatic timer);

Max-A-Lot Mixer (3 speeds);

Newgren Countertop Deep Fry (2 fry baskets);

Bake It Oven Rack (fits 12 sheet pans);

Miller Stockpot (stainless steel)

Visit our website for other gret details. To order these product, please call one of our sales representatives.

Sincerely,

Greg Waitson, Director of Sales, Com Kitchen Ind.

### 5. Chose the corrtct answers.

1. What is the purpose of the letter?

- A. to list the delivery items.
- B. to identify problems with an order.
- C. to tell the customers about new products.
- D. to inform a customer about a sale.

2. Customers place an order by ... .

- A. sending an order form to the director of sales.
- B. contacting the company's sales representatives.
- C. calling the executive chef of the restaurant.
- D. visiting the company's website on the Internet.



3. According to the letter, what is probably true about Mr. Gibson?

- A. he has never purchased anything from Com Kitchen Industries.
- B. he does not own a commercial gas range.
- C. he is responsible for purchasing kitchen equipment.
- D. he is a sales representative for the Post Meridian Restaurant.

6. Match the words and phrases (1-14) with the definitions (A-N).

- |                     |   |                                                                                                            |
|---------------------|---|------------------------------------------------------------------------------------------------------------|
| 1. gas range        | A | an electric mixing machine used in food preparation for liquidizing, chopping or pureeing                  |
| 2. stockpot         | B | a machine that alerts people when a certain amount of time has passed                                      |
| 3. burner           | C | an electrical appliance for mixing food                                                                    |
| 4. sheet pan        | D | a type of stove that uses gas to create heat                                                               |
| 5. mixer            | E | a machine which cuts meat into very small pieces by forcing it through very small holes                    |
| 6. fry basket       | F | a heavy tool with a round end used for crushing or grinding substances such as spice typically in a mortar |
| 7. griddle          | G | a kitchen appliance designed for the purpose of cooking food                                               |
| 8. blender          | H | a large container used to cook liquids                                                                     |
| 9. cooler           | I | a perforated bowl used to strain off liquid from food after washing or cooking                             |
| 10. automatic timer | J | a long, flat cooking container                                                                             |
| 11. mincer          | K | a container that holds foods that are fried in a deep fryer                                                |
| 12. pestle          | L | an electric device for making toasts                                                                       |
| 13. colander        | M | a machine that keeps food cold                                                                             |
| 14. cooking range   | N | a flat, metal surface that gets hot and is used to cook food                                               |



## 7. Choose the correct word or phrase.

1. The line cook lifted the (fry basket / griddle) from the hot oil and took out the onion rings.
2. Shelly makes soup in the (stockpot / oven rack).
3. Chef Madsen uses a(n) (automatic timer / gas range) to heat food.
4. Kevin owns a (countertop / stainless steel) stockpot.
5. Alison fries potatoes in a (deep fryer / oven).
6. Jared adjusts the (oven burner / deep fryer) until the flame is very small.
7. The pastry chef arranged the desserts on a (sheet pan / cutting board) and puts it into the oven.
8. Ricky uses the (ladle / spoon) to eat his cereal.
9. The chef gets the (ladle / spatula) and serves the soup.
10. I crushed the garlic and cut it into small pieces with my (chef's knife / utensils).
11. It damages the surface to cut directly on the counter, so I always use a (cutting board / can opener).
12. Jack keeps his knife collection in his (vegetable peeler / knife roll).
13. Lisa opens the tuna can with a (spoon / can opener).
14. Olivia uses the (whisk / grater) to mix the eggs.
15. Sam cuts the cheese into small pieces with a (whisk / grater).
16. All of the fish is prepared at the fish (station / specials).

## 8. Read a telephone conversation between an executive chef and a sales representative.

*Sales representative:* Com Kitchen Industries. This is Gillian Watkins.

*Executive chef:* Hello, Ms. Watkins. This is John Gibson from the Post Meridian Restaurant.

*Sales representative:* Good afternoon, Mr. Gibson. How can I help you?

*Executive chef:* I received the letter from your company yesterday.

*Sales representative:* Are you interested in placing an order for any of those products?





*Executive chef:* Yes, I'd like to order the Mix-a-Lot mixer.

*Sales representative:* Just a moment. I just need a credit card number to place the order.

*Executive chef:* Oh, I don't have my card. I'll look for and call again.

## 9. Choose the correct answers.

1. Why does the man call the woman?

A to inform her that he received her letter

B to ask about the price of a product

C to complain about a tool he purchased

D to place an order for an item

2. What will man probably do next?

A look for his credit card

B give his credit card number

C ask to pay with a check

D call Com Kitchen Industries again

## 10. With a partner, act out the roles below, based on the dialogue. Decide who Student A and Student B are. Then switch roles. Use language such as.

This is ... from the ... . How can I help you? I'd like to order the ... .

**Student A:** You are a sales executive at a kitchen equipment company. Talk to Student B about:

A product they want to order; the features of that product; when the company will send the product.

Make up a delivery date.

**Student B:** You are an executive chef at a restaurant. Tell Student A what you would like to order.

## 11. Complete the order form.

### Order Form

Date .....

Sales Representative: .....

Customer's Name: .....

Product: .....

Ship Date: .....

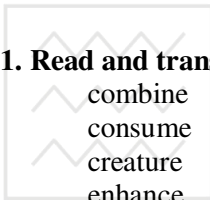


## 12. Discuss these questions.

1. What items do chefs use to cook?
2. What items are in the kitchen?

## 13. Summarize the information in the passage in your own words, you have absorbed the correct main idea. To accomplish this goal, try the steps listed below.

- Write a short summary in your own words about what you have read.
- Does your summary agree with this general topic?
- Does your summary contain the same ideas being expressed by the author?
- Could you write a headline that would express your summary in less than five words?



## Unit 4. Food preparation

### 1. Read and translate the text. Pay attention to the pre-text words.

combine  
consume  
creature  
enhance  
ensure  
harmful  
humans  
include  
involve  
majority  
obtain  
produce  
raw  
stage  
steam  
survival

поєднувати  
споживати  
істота  
збільшувати  
забезпечити  
шкідливий  
людина  
включати  
залучати  
більшість  
отримати  
продукт  
сирий  
етап  
пара  
виживання

Humans are the only creatures on Earth that don't eat the majority of their food as they find it.

Sometimes out of necessity and sometimes simply to enhance flavor, humans generally prepare their food before eating it.



Food preparation is a broad topic, involving all of the steps that occur between obtaining raw ingredients and consuming them as food.

The first step in food preparation is cleaning the food. The need is obvious for things like meat, which can contain harmful bacteria if not cleaned properly. Cleaning is just as important for other ingredients as well, including fruit, vegetables and grains. Most food products we consume today are treated with chemicals to ensure the survival of the crop. These chemicals, dust, natural bacteria and trace chemicals from insects or birds should be washed off the produce before consumption.

While preparing food cooks perform a great number of operations. They peel and mince the onions, chop the spinach, julienne the tomatoes, dice the peppers, grate the cheese, slice the mushrooms. It is rather important to place all of prepared items in separate bowls and seal with plastic wrap. Then it is necessary to place all of them on a cart and store in the cooler.

Once the ingredients are clean and cut, we can get to the stage of cooking. Dry-heat cooking involves applying heat to something without liquid. Roasting, broiling, grilling and pan-frying are all forms of dry-heat cooking. On the other hand moist-heat cooking uses steam or liquid as a part of the cooking. It includes techniques like steaming, boiling, or poaching.

Cooking is the stage of food preparation that most people associate with the culinary art. The food must be safe to eat; but it must also combine various flavors and textures in a pleasing way. In this way it is a perfect combination of art and science.

## 2. Match the English word with its Ukrainian equivalent.

crop	необхідність
eat	потребувати
necessity	очищувати шкірку
broad	нарізати
need	терти
obvious	широкий
wash	очевидний
peel	їсти



chop  
grate

МИТИ  
вружай

### 3. Form the correct word combination.

place on a  
store in a  
wash off the  
harmful  
treat with  
prepared  
raw  
enhance

ingredients  
flavor  
items  
cart  
cooler  
produce  
bacteria  
chemicals

### 4. Read the prep list from a hotel restaurant.

#### Food Prep List

Ingredients: 5 dozen eggs, 1 kg onions, 1 kg spinach, 1 kg tomatoes, 1 kg red peppers, 400 g bacon, 400 g cheese, 500 g mushrooms, 50 g garlic.

1. Peel and mince the onions.
2. Wash and chop the spinach.
3. Julienne the tomatoes.
4. Dice the red peppers.
5. Grate the cheese.
6. Slice the mushrooms.

**Notes:** Place all of the prepared items in separate bowls and seal with plastic wrap. Then place all of them on cart number three and store in a cooler.

### 5. Mark the following statements as true or false.

1. The document shows cooks how to make an omelet.
2. Omelets are part of the restaurant's breakfast menu.
3. The food is not used as soon as it is prepared.

### 6. Match the words and phrases (1-9) with the definitions (A-I).

- |            |                                                            |
|------------|------------------------------------------------------------|
| 1. dicing  | <b>A</b> cutting something into very small pieces          |
| 2. mincing | <b>B</b> cutting vegetables into very thin and long pieces |



- |                |   |                                                                                                          |
|----------------|---|----------------------------------------------------------------------------------------------------------|
| 3. julienning  | C | heating food in water kept just below the boiling point                                                  |
| 4. sweating    | D | cutting something into small squares                                                                     |
| 5. smoking     | E | food is submerged in hot oil or fat                                                                      |
| 6. barbecuing  | F | to cut leaves into long, thin strips                                                                     |
| 7. chiffonade  | G | to add an edible decorative element to a plate of food prior to serving                                  |
| 8. codding     | H | flavoring, cooking or preserving food by exposing it to the smoke from burning or smoldering wood        |
| 9. deep frying | I | roasting food over an open flame                                                                         |
| 10. flambe     | J | heating food in water kept just below the boiling point                                                  |
| 11. garish     | K | the use of a grater to mash vegetables                                                                   |
| 12. grating    | L | cooking the surface of the food (meat, poultry or fish) at high temperature so a caramelized crust forms |

**7. Choose the correct word or phrase.**

1. In recipes, quantities of (ingredients / cooking methods) may be specified by mass, by volume, or by count.
2. With the advent of accurate (scales / cups) it has become more common to weigh liquids for use in recipes.
3. A cookery book is a (kitchen / cuisine) reference containing recipes.
4. Expert chefs / cooks are required to have knowledge of food science, nutrition and diet.
5. (Head / sous) chefs are responsible for preparing meals that are pleasing to the eye as they are to the palate.
6. The expansion of agriculture, commerce and trade between civilizations in different regions offered cooks many new (ingredients / appliances).
7. Some cooks apply advanced techniques to food (preparation / cooking) to further enhance the flavor of dish served.
8. In the 17<sup>th</sup> and 18<sup>th</sup> centuries, (food / ingredients) was a classic marker of identity in Europe.



9. Types of (fat / oil) include vegetable oils, animal products such as butter and lard, as well as fats from grains (maize and flax oils).

10. (Cooking / washing) can prevent many foodborne illnesses that would otherwise occur if the food is eaten raw.

11. A (cuisine / kitchen) is a style of cooking associated with a specific culture or geographic region.

**8. Chose the word or phrase closest in meaning to the underlined part.**

1. Alison uses the kitchen tool with a flat side to pick up the piece of cake and set it on the plate.

- A spatula
- B ladle
- C whisk

2. Roger chops the fruit on a piece of wood used to cut food on.

- A can opener
- B knife roll
- C cutting board

3. Paulina takes the skin off the carrots by using a kitchen tool that stripes the outside of foods off.

- A vegetable peeler
- B can opener
- C chef's knife

4. Alison fries potatoes in the machine that cooks food in hot oil.

- A oven
- B can opener
- C deep fryer

5. The pastry chef arranges the desserts on a large, flat cooking container and puts it into the oven.

- A mixer
- B sheet pan
- C chef's knife

6. Jared adjusted the part of a stove that creates heat until the flame is very small.

- A open burner
- B oven
- C automatic timer



7. Sara takes the skin off the apple before eating it.

- A peels
- B shreds
- C slices

8. Oskar takes a block of cheese and makes small, long strips of it.

- A peels
- B shreds
- C slices

**9. Read a telephone conversation between a sous chef and a prep cook.**

*Sous Chef:* Jack, can you get started on the preparing for the salads on tonight's menu?

*Prep Cook:* Sure. What ingredients do I need?

*Sous Chef:* Lettuce, tomatoes and cucumbers.

*Prep Cook:* Do you want me to peel the cucumbers?

*Sous Chef:* Yes. But first wash all of the ingredients.

*Prep Cook:* Will do. Do I need to slice or julienne the tomatoes?

*Sous Chef:* According to the prep list, you need to slice them.

*Prep cook:* That's what I thought. I'll do that right away.

**10. Choose the correct answers.**

1. What is the conversation about?

- A changing the menu
- B preparing a dish
- C looking for ingredients
- D writing a prep list

2. What will the prep cook do first?

- A peel the cucumbers
- B slice the tomatoes
- C wash the ingredients
- D julienne the tomatoes

**11. With a partner, act out the roles below, based on the dialogue. Decide who Student A and Student B are. Then switch roles. Use language such as.**



Can you get started on the prep for the ...? What ingredients do I need? Do you want me to ... the ...?

**Student A:** You are a soua chef. Make up a dish. Then tell Student B toprepare the ingredients. Talk to Student B about:

What ingredients are needed; how to prepare each ingredient.

**Student B:** You are a prep cook. Listen to Student A's instructions. Ask questions about:

What ingredients are needed; how to prepare each ingredient.

## 12. Complete the prep list.

### Prep List

Date .....

Service: Breakfast .... Lunch .... Dinner ....

Menu Items: .....

Ingredients: .....

Prep Instructiona:

1. ....

2. ....

## 12. Discuss these questions.

1. What do people do to food before it is cooked?
2. What foods require a lot of preparation?

## 13. Summarize the information in the passage in your own words, you have absorbed the correct main idea. To accomplish this goal, try the steps listed below .

- Write a short summary in your own words about what you have read.
- Does your summary agree with this general topic?
- Does your summary contain the same ideas being expressed by the author?
- Could you write a headline that would express your summary in less than five words?





## Unit 5 Employee of the Month PART 1

Before you read the passage, talk about these questions.

1. What kinds of jobs are available in hotels?
2. What do hotel employees do?

1. Read and translate the text. Pay attention to the pre-text words.

bellhop	посильний
check	перевіряти
conciierge	консьєрж
doorman	швейцар
front desk clerk	портсьє
housekeeper	економка
maintenance worker	обслуговуючий робітник
night auditor	нічний аудитор
teamwork	робота у команді
valet	камердинер

### Employee of the Month

Tom Yarborough- **Front Desk Clerk**

*What do you do on a regular day at work?*

I work with the **doorman**, **valet** and **elevator operator** to make guests feel welcome. Then I **check** in the guest. Finally, I ask the **bellhop** to take the guest's bags to the guest's room.

*Do you think that **teamwork** is important?*

Yes. **Teamwork** is a big part of my job. I talk to the **night auditor** every morning. She shares important guest information with me. Sometimes guests have questions about the city. So I tell them to speak to the **conciierge**. Other times, there are problems with rooms. The **housekeepers** and **maintenance workers** fix those problems.

2. Complete the word or phrase that is similar in meaning to the underlined part.

1. The act of working together with others helps the hotel staff provide great service.

t \_ \_ w \_ \_ k

2. Allison arrives at the hotel and goes to the front desk to rent a hotel room.

\_ \_ e \_ k



3. The person who cleans hotel rooms cleaned my room this morning.

h \_ s \_ k \_ \_ er

3. Use the jobs from Ex. 1 to explain their duties.

4. Match the English word with its Ukrainian equivalent.

night auditor	посильний
elevator	робота у команді
conciierge	робота
bellhop	перевіряти
teamwork	консьєрж
doorman	нічний аудитор
housekeeper	ліфт
job	економка
check	гість
guest	швейцар

5. Summarize the information in the passage in your own words.

## PART 2

Before you read the passage, talk about these questions.

1. What makes people feel welcome during hotel stays?
2. How do you make people feel welcome?

1. Read and translate the text. Pay attention to the pre-text words.

additional	додатково
address	звернутися
appropriate	доречний
atmosphere	атмосфера
introduce	представляти
luggage	багаж
tip	порада
title	називати
trunk	багажник
welcome	ласкаво просимо



## Royal Point Hotel

### New Employee Training Manual

#### Welcoming Our Guests

Why do people from all over the world choose the Royal point hotel?

Because of our friendly atmosphere.

How can you make guests feel welcome? Here are some tips:

- Greet new guests with a friendly “welcome”. Also, be sure to introduce yourself. Begin your introduction with the phrase, “Allow me to introduce myself”.

- Address all guests as “sir” or “ma`am”. The title “Mr.” or “Ms.” Followed by the guest’s last name is also appropriate.

- Is a guest having trouble carrying his or her luggage? Offer to take his or her bags. A guest may have additional baggage in his or her trunk. Don’t forget to ask!

## 2. Read the training manual for new employees, and then choose the correct answers.

1. What is the main idea of the training manual?

- a) how to welcome new hotel employees
- b) ways to make guests comfortable at the hotel
- c) steps to introducing people who don’t know each other
- d) how to improve communication between employees

2. According to the passage, which of the following is true about employees at the Royal Point Hotel?

- a) They rarely speak to hotel guests.
- b) They allow guests to introduce themselves first.
- c) They are responsible for learning guests` addresses.
- d) They sometimes refer to guests by their last names.

3. What is probably true about guests?

- a) They stay at the same hotel each time they travel.
- b) They use their car trunks to store extra bags.
- c) They don’t share their first names with employees.
- d) They pay employees to carry their luggage.



### 3. Match the English word with its Ukrainian equivalent.

trouble	багаж
title	доброзичливий
friendly	проблема
introduce	представляти
tip	називати
appropriate	звернутися
car trunk	доречний
additional	порада
luggage	додатково
address	багажник

### 4. Complete the word or phrase that is similar in meaning to the underlined part.

1. Give me permission to help you carry your bags.

\_ l \_ \_ w m \_

2. The guest takes a lot of bags on her trip.

l \_ \_ g \_ \_ \_

3. The doorman says his name to the guest.

\_ \_ t \_ \_ \_ \_ c \_ \_ \_ m \_ \_ \_ \_

### 5. Summarize the information in the passage in your own words.

## PART 3

Before you read the passage, talk about these questions.

1. What activities do hotels offer guests?
2. What places can you find inside a hotel?

### 1. Read and translate the text. Pay attention to the pre-text words.

amenities	зручності
check email	перевірити пошту
fitness center	фітнес-центр
heated pool	басейн з підігрівом
hotel restaurant	ресторан готелю
ice machine	апарат з льодом
relax	розслабитися
throughout	впродовж



vending machine  
work out

торговий автомат  
тренування

## Royal Point Hotel Amenities

**Welcome to the Royal Point Hotel.**

**We offer more than just a place to sleep.**

**Relax in the heated pool or work out in the fitness center.** Want to **check your email or surf the web**? It's not a problem **WI-Fi Internet** access is available throughout the hotel.

Feeling hungry? Visit our **hotel restaurant**. It is open from 7am to 10pm. Or use the **vending machines** and **ice machine** when you want a snack or a cold drink. They are available anytime on every floor.

Need anything else? Ask the clerk at the front desk. He or she always happy to help you!

### 2. Complete the word or phrase that is similar in meaning to the underlined part.

1. George works hard all year long. On vacation, he wants to spend time not working.

\_ e \_ \_ \_

2. Guests with laptop computers take advantage of the wireless communication service.

\_ \_ F \_ I \_ t \_ r \_ \_ \_

3. Frannie swims in the large hole filled with warm water.

\_ e \_ \_ e \_ \_ \_ o \_

### 3. Match the English word with its Ukrainian equivalent.

guest	розмова
conversation	впродовж
advantage	доступний
vending machine	тренування
available	торговий автомат
relax	гість
work out	розслабитися
check email	зручності



amenities  
throughout

перевірити пошту  
перевага

#### 4. Summarize the information in the passage in your own words.

### PART 4

Before you read the passage, talk about these questions.

1. Is it hard to travel with children? Why?
2. What activities do families do on vacation?

#### 1. Read and translate the text. Pay attention to the pre-text words.

babysitting  
crib  
entertainment  
entire  
explore  
nearby  
picky eaters  
request  
stroller  
vacation

догляд за дитиною  
дитяче ліжечко  
розваги  
цілком  
досліджувати  
поблизу  
перебірливі в їжі  
запит  
коляска  
відпустка

### Family-Friendly Lodging

Looking for a vacation that's fun for the entire family? Visit the Royal Point Hotel, where family vacations are easy.

Our guests rooms are perfect for families. Order **kid-friendly** movies on **pay-per-view**. Watch the newest hit movies on the TV in your room. And remember, we provide **cribs** upon request.

What about entertainment beyond your hotel room? Visit our hotel restaurant. It has a **children's menu** that satisfies **picky** eaters. Or rent a **stroller** from the front desk and explore the nearby attractions.

Do mom and dad want a quiet evening together? Let us do the **babysitting**. With our professional **childcare specialists** and a fun **playroom**, you don't have to worry.



## 2. Match the English word with its Ukrainian equivalent.

babysitting	забезпечити
playroom	коляска
crib	ігрова кімната
children's menu	досліджувати
entertainment	доступний
picky eaters	розваги
stroller	дитяче ліжечко
explore	прискіпливі їдці
available	дитяче меню
provide	догляд за дитиною

## 3. Complete the sentences with words from the word bank

stroller          children's menu          picky

1. Michael is very ..... and only eats certain foods.
2. Put the baby in the ..... when you go outside.
3. The restaurant has many choices available on its .....

## 4. Read the text again.

**What can guests do with their children at the hotel?**

## 5. Summarize the information in the passage in your own words.

### PART 5

**Before you read the passage, talk about these questions.**

1. Where do people put their cars at a hotel?
2. What services do hotels offer to help guests with cars?

## 1. Read and translate the text. Pay attention to the pre-text words.

car keys	ключі від автомобіля
convenient	зручно
employee	працівник
follow	слідувати
garage	гараж
parking attendant	паркувальник
safe	безпечний
uniform	уніформа
valet ticket	паркувальний талон
valuables	цінності



## Relax and leave the Parking to US!

### After all, you're on holiday!

The Royal Point hotel is happy to offer all guests **convenient valet parking**. To use the service, follow these steps:

- **Park** your car in front of the hotel.
- Be sure to take any **valuables** out of the car.
- Give your **car keys** to one of the parking **attendants**. Just look for the employees in the blue **uniforms**.
- Take the **valet ticket** that the parking attendant gives you.
- Know that your car is **safe** in our **parking garage** until you need it.
- To **pick up** your car, give the valet ticket to the parking attendant. Please pay at this time.

## 2. Mark the following statements as true (T) or false (F).

1. .... The hotel offers valet service for free.
2. .... The hotel advises guests to remove expensive items from their cars.
3. .... Guests need their valet tickets in order to pick up their cars.

## 3. Match the English word with its Ukrainian equivalent.

expensive	слідувати
uniform	цінності
parking attendant	уніформа
item	зручно
pick up	паркувальний талон
valet ticket	дорогий
valuables	забрати
follow	паркувальник
employee	річ
convenient	працівник

## 4. Choose the correct word or phrase in bold.

1. The parking attendant gives Mr. Wilson a (**valet ticket / parking attendant**) so that he can get his car back easily when he returns.





2. Gertrude uses the (**car keys / parking garage**) to unlock her car and turn the car on.

3. James puts his car in the garage so it will be (**valuable / safe**).

4. The hotel's (**uniform / parking garage**) is very large and can fit many cars inside.

**5. Summarize the information in the passage in your own words, you have absorbed the correct main idea. To accomplish this goal, try the steps listed below .**

• Write a short summary in your own words about what you have read.

• Does your summary agree with this general topic?

• Does your summary contain the same ideas being expressed by the author?

• Could you write a headline that would express your summary in less than five words?

### *Texts for additional reading*

**The Royal Point Hotel has the perfect room for you.**

At the Royal Point Hotel, we offer everything a modern traveler needs. Stay with us and you **feel at home**.

#### ***Rooms and Suites***

The Royal Point Hotel offers 180 **deluxe** rooms and 20 **luxury suites**.

• Our deluxe rooms include one king or two double beds.

• Our luxury suites include a bedroom, a **living room**, a **dining room** and a kitchen.

All of the rooms at the Royal Point Hotel include the following:

• TV

• desk

• mini-bar

• coffee maker

• hair dryer

• iron and ironing board



## **Guide to Checking In and Welcoming Guests to the Royal Point Hotel**

Step 1: find an available room

For **Walk-in guests**:

Ask the guest about the following information:

– Preferred Room Type:

**Single**

**Double**

**Smoking**

**Non-smoking**

– Number of Guests

– Length of stay

Use the information to look for a **vacancy**.

For guests with **reservations**:

Ask the guests about the following information:

– name or **reservation number**

Step 2: Room Assignment and Registration

**Assign** a room to the guest. Then ask the guest to complete a **registration form**.

Step 3: Damage Deposit

Collect credit card information or cash for the damage deposit.

Step 4: Issue Room Key

Give the guest the **room key** and wish him or her a nice stay at our hotel.

## **The Post Meridian Restaurant**

\*\*\*\*\*

### **How Hiring**

Are you friendly? Do you work well with other people? Then join the front-of-house team at The Post Meridian Restaurant. We are currently hiring waitstaff. Servers are responsible for the following duties:

- working with the host or hostess to help customers to their seat
- putting utensils and napkins on tables before customers arrive
- explaining the different dishes on the menu to customers
- taking food orders
- bringing orders to kitchen staff



- delivering food from the kitchen to customers
- helping bussers clear tables during busy shifts
- following directions from the head waiter

For more information, call Jim Paisele at 555-1907.

### **Використана література**

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