



Иностранный язык в профессиональной деятельности.фл_ДСИ_уп(3)

- 1 Take the pen ... the shelf.
- 2 I like ... lot of milk in my tea.
- 3 ... very far to walk.
- 4 9 o'clock is ... time when I'm allowed to come home.
- 5 Will you have ... cup of tea.
- 6 She looked ... today in her new coat.
- 7 Everybody failed the exam ... you.
- 8 It was ... advice. It helped me a lot.
- 9 I got ... letter from Bob.
- 10 She has ... many friends.
- 11 She is ... in her group.
- 12 You ... drink milk if you don't want.
- 13 The policeman asked if I ... the stranger.
- 14 Bob asked John ... volley-ball.
- 15 He always meets me at the station but today he ... me near the bus stop.
- 16 Match terms to their definitions
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- 19) Choose the correct answer _____ is a profit-producing system that has an important degree of independence from the other systems within an enterprise.
- 20) _____ is the set of tasks, knowledge and techniques required to identify business needs and determine solutions to business problems. Solutions often include a systems development component, but may also consist of process improvement or organizational change.
- 21) _____ can mean a high degree of excellence in terms of project management.
- 22) _____ is radical redesign of an organisation's processes, especially its business processes.
- 23) _____ is an on-going documentation of events between any identified project stakeholders, managed and collected by the project manager.
- 24) _____ are what is required to carry out a project's tasks. They can be people, facilities, funding or anything else required for completion of a project activity.
- 25) _____ is part of project management, which relates to the use of schedules such as Gantt charts to plan and subsequently report progress within the project requirement.
- 26) _____ is a tool that defines a project and groups the project's discrete work elements in a way that helps organize and define the total work scope of the project.
- 27) _____ process related to risk to minimize the negative and maximize the positive consequences and their respective probabilities.
- 28) _____ provision of funds to meet the cost of implementing risk treatment and related costs.
- 29) For small projects, project managers should typically use _____.
- 30) As a project manager, you need to update your project charter with a statement about the tangible outcome of the project. In which section of the project charter does this information go?
- 31) Project managers need to ensure project information is _____ through formal documentation, such as email, a presentation, or a digital document.
- 32) As a project manager, you may use Microsoft PowerPoint, Apple's Keynote, or Google Slides to _____.





- 33) _____ are items you need to help get the project done. They are considered project resources.
- 34) A project manager creates a project charter _____ a project proposal.
- 35) Answer the following question. Choose the correct answer/answers. Project managers use tools to accomplish which of the following activities?
- 36) At the beginning of a project, a senior organizational leader creates a document to persuade stakeholders that a project should begin. What is the name of this document?
- 37) In which of the following scenarios does the project manager implement documentation well? Select all that apply.
- 38) As a project manager, you introduce a new tool to the team on Monday and tell them to be ready to use it by Wednesday. Your team members are resistant to using it. They also report that technical issues with the software are keeping them from completing tasks. What three steps could you do next time to ensure a smooth transition?
- 39) Digital documents, such as Google Docs or Microsoft Word, help a project manager complete what three tasks?





- 40 Read the passage. Project management is the process of leading the work of a team to achieve all project goals within the given constraints. This information is usually described in _____ created at the beginning of the development process. The primary constraints are scope, time, and budget. The secondary challenge is to optimize the _____ of necessary inputs and apply them to meet pre-defined objectives. The objective of project management is to produce a complete project which complies with the client's objectives. In many cases, the objective of project management is also to shape or reform the client's brief to feasibly address the client's objectives. Once the client's objectives are clearly established, they should influence all decisions made by other people involved in the project – for example, project managers, designers, contractors, and sub-contractors. Ill-defined or too tightly prescribed _____ are detrimental to decision making. A project is a temporary and unique endeavor designed to produce a product, service, or result with a defined beginning and end (usually time-constrained, and often constrained by funding or staffing) undertaken to meet unique goals and objectives, typically to bring about _____ or added value. The temporary nature of projects stands in contrast with business as usual (or operations), which are repetitive, permanent, or semi-permanent functional activities to produce products or services. In practice, the management of such distinct production approaches requires the development of distinct technical skills and _____. Put the phrases in the correct order to complete the text. Project management is the process of leading the work of a team to achieve all project goals within the given constraints. This information is usually described in _____ created at the beginning of the development process. The primary constraints are scope, time, and budget.





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- The secondary challenge is to apply necessary inputs to meet pre-defined objectives.





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- The objective of project management is to produce a complete project which complies with the firm's objectives.





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- Project management is the process of leading the work of a team to achieve all project goals without any constraints.





48

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The client's objectives should influence all decisions made by project managers.





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- Too tightly prescribed project management objectives are useful for decision making.





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- A project is a temporary and unique endeavor designed to produce a product, service, or result with a defined beginning and end.

