**Группа 4119 задание за 6.04.20**

**Ответы принимаю не позднее следующей пары по расписанию**

**Работы отправлять на эл. почту по адресу:** [**nastja-mi@yandex.ru**](mailto:nastja-mi@yandex.ru)

1. Переведите на русский язык следующие предложения, содержащие сравнительные обороты.

1. This method is as effective as the previous one. 2. The period is twice as long as a semester. 3. Inform us as soon as possible. 4. His job is not as efficient as his colleague’s one. 5. The more you work, the better you study. 6. The document is as concise as possible. 7. Her resume is not as clear as required. 8. His career promotion is twice as quick as that of the friend. 9. The better you communicate with people,

2. Прочитайте и переведите текст.

3. Какие навыки и умения, приведенные в тексте, важны для сотрудников правоохранительных органов и почему? (развернутый ответ)

TEXT

**Top Ten Legal Skills**.

While legal positions vary greatly in scope and responsibility, there are several core legal skills that are required in most legal functions. If you are considering a career in law, it is wise to polish these top ten legal skills to excel in today’s competitive legal market.

1. Oral Communication. Language is one of the most fundamental tools of the legal professional. Legal professionals must:  Convey information in a clear, concise, and logical manner.  Communicate persuasively.  Advocate a position or a cause.  Master legal terminology.  Develop keen listening skills. 2. Written Communication. From writing simple correspondence to drafting complex legal documents, writing is an integral function of nearly every legal position. Legal professionals must:  Master the stylistic and mechanical aspects of writing.  Master the fundamentals of grammar.  Learn how to write organized, concise and persuasive prose.  Draft effective legal documents such as motions, briefs, memos, resolutions and legal agreements. 3. Client Service. In the client-focused legal industry, serving the client honestly, capably and responsibly is crucial to success. 4. Analytical and Logical Reasoning. Legal professionals must learn to review and assimilate large volumes of complex information in an efficient and effective manner. Legal analytical and logical reasoning skills include: reviewing complex written documents, drawing inferences and making connections among legal authorities; developing logical thinking, organization and problem-solving abilities; structuring and evaluating arguments; using inductive and deductive reasoning to draw inferences and reach conclusions. 5. Legal Research. Researching legal concepts, case law, judicial opinions, statutes, regulations and other information is an important legal skill. 6. Technology. Technology is changing the legal landscape and is an integral part of every legal function. To remain effective in their jobs, legal professionals must master communications technology including emails, voice messaging systems, videoconferencing and related technology. 7. Knowledge of Substantive Law and Legal Procedure. All legal professionals, even those at the bottom of the legal career chain, must have basic knowledge of substantive law and legal procedure. 8. Time Management. In a profession based on a business model (billable hours) that ties productivity to financial gain, legal professionals are under constant pressure to bill time and manage large workloads. 9. Organization. In order to manage large volumes of data and documents, legal professionals must develop topnotch organizational skills. 10. Teamwork. Legal professionals do not work in a vacuum. Even solo practitioners must rely on secretaries and support staff and team up with co-counsels, experts to deliver legal services.

4. Найдите в тексте английские эквиваленты русским словам и словосочетаниям.

1) профессиональные компетенции юриста

2) представлять информацию в ясной и краткой форме

3) овладеть юридической терминологией

4) развивать способность внимательно слушать собеседника

5) составлять сложные юридические документы

6) овладеть основами грамматики

7) составлять ходатайства, записки по делу

8) обслуживать клиента честно и ответственно

9) просматривать и усваивать большой объем информации

10) навыки логического рассуждения

11) делать выводы и умозаключения

12) осваивать технологии общения (коммуникации)

13) на нижней ступеньке карьерной лестницы

14) знания материального права и судопроизводства

15) выдерживать большие рабочие нагрузки

16) почасовая оплата

17) развивать высочайшие навыки самоорганизации

18) работа в команде