

CE

疯狂英语

STEP II

疯狂英语

中级写作解码

CRAZY ENGLISH WRITING SKILLS

适用于大学生

基本修辞技巧

实用文体写作

四种常用文体写作

非英语专业四、六级考试范文

英语专业四、八级考试范文

编者 许韶明 黄志英

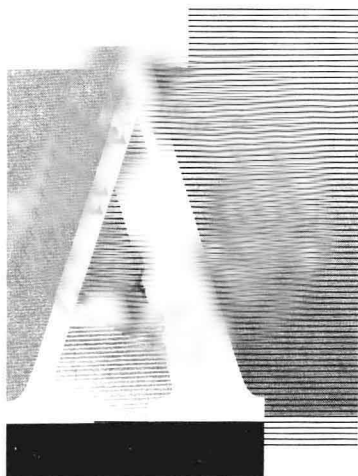
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前言

17 世纪英国哲学家培根曾说：“阅读使人充实，谈话使人机智，写作使人精确。”在英语学习过程中培养和提高书面表达是一个非常重要的环节和内容。英语写作也是体现英语应用能力的一个重要方面，是各类大学英语考试的必考题型之一，但却往往是考生的薄弱环节。

本套书共分初、中、高三级，本书为中级，适用大学生（英语专业和非英语专业）、研究生和相当程度的英语学习者。本书以教程为主要形式，同时对应试作文也做了详尽的分析，让读者在掌握基本的写作技巧外，对各种应试作文也了然于胸。

本书共分三部分，第一部分为写作基础知识，包括措辞（Diction）、句子（The Sentence）和段落（The Paragraph）三章，第二部分为常用文体写作（Common Types of Writing），介绍常见的四种文体的写作并配有范文，第三部分为实用作文写作（Practical Writing），分为应用文（Writing for Practical Purposes）和应试作文（Test Writing）两章，介绍常用的书信、便条、请帖、简历和申请书等应用文写作；应试作文则包含了六种应试作文的写作技巧及范文，适用大学英语四、六级考试，大学英语专业四、八级考试和硕士研究生入学考试写作。除“应试作文”外，其它均采用中英文对照的形式，每章配有练习，书末附有英语标点用法详解、大学英语写作常用句式及练习答案。

用英语写作有三大优势：1. 可以扩大所用语言的范围。口语所用的语言一般是比较简单和常用的，复杂和文雅的语言

很少用，也不宜用。而写作所用的语言则是多种多样的，所用的词汇和句型比口语中常用的要多而复杂。2.写作对阅读、听力、口语有促进作用。了解了写作规律，就会对别人的写法更敏感，善于抓住别人说话的要点，语言质量因此提高，口语也因此更准确。3.写作可以帮助提高逻辑分析能力。一篇作文无论长短，都需要妥善地组织材料，得出结论，做到重点突出，条理清楚。

一个人的英语写作能力是其英语水平及各方面知识真实的综合体现。虽然英文写作与中文写作一样，本来无刻板的模式，但依然是有理可依、有规可循的。这里的“理”和“规”就是英文写作的理论和技巧。了解它们，可以克服写作中的盲目性，更快地提高英文写作水平。除此以外，以下几点也十分重要：

一、多读书。既要读英文书，也要读中文书。通过读书丰富思想与感情，扩大知识面，同时适当注意作者的写作方法，吸取有用的语言。

二、在语言的使用上，能恰当地表达思想的语言就是好语言。所以不必追求某一类型的语言，如文雅的、浅显的或俚语。对学习者来说，首先要学会英语的核心部分，即常用的语言。

三、大量的模仿和系统的、坚持不懈的写作是提高英文写作水平的关键。写出规范的英文句子，掌握段落篇章的结构和连接技巧，是写出好文章的保证。

由于时间仓促，作者水平有限，书中若有不当之处，敬请专家和广大读者予以指正。

编者

2001.3.13

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第一部分

写作基础知识

Part One

Basics of Writing

第一章 措辞

Chapter 1 Diction

措辞，即词的选用，是写好英文写作的基础。措词对于整篇文章的生动表达起着至关重要的作用。英语词汇量非常大，有超过70万的词汇，但只有一小部分是常用词汇。选用恰当的词汇，需要学会使用最常用的词汇以准确地表达自己，这就离不开丰富的词汇量，而了解措辞方面的基础知识对我们是很有裨益的。

Diction, the choice of words, is the foundation of good writing. It can make a great difference in the effectiveness of a whole piece of writing. The English language has a very large vocabulary, over 700,000 words, but only a small part of it is used by ordinary people for ordinary purposes. To choose the right words, we should use them to express exactly what we want to say. It requires a large active vocabulary, and a basic knowledge of diction may be of help.

1. Levels of Words 词的等级

常用词汇可以分为三级：书面语、一般用语和口头语。

Words can be classified into three types: **formal**, **common**, and **colloquial**.

书面语在正式场合下使用，如学术或理论作品、政治和法律文件，或正式演讲等。许多书面语包含有三个或三个以上音节，大部分源于希腊或拉丁语。书面语很少在日常谈话中使用，除非有着特殊的目的。

Formal words may also be called learned words, or literary words.

They mainly appear in formal writing, such as scholarly or theoretical works, political and legal documents, and formal lectures and addresses. Many such words contain three or more than three syllables; most of them are of Greek or Latin origin. They are seldom used in daily conversation, except for some special purposes.

人们每天使用的、在各种写作中出现的词汇是一般用语。

Common words, on the other hand, are the words that people use every day and appear in all kinds of writing.

还有一些词汇主要用于非正式或比较随意的谈话,很少用于正式写作,在文艺作品中主要用于记录人们的想法和对话。它们一般词语较短,只有一个或两个音节,大部分源于撒克逊语(非源于希腊语、拉丁语或法语)。我们称为口头语,如 *guts* (勇气)、*guy* (家伙) 和 *hooker* (妓女)。

There are also words which are mainly used in informal or familiar conversation. They seldom appear in formal writing, and in literary works their main use is to record people's thoughts and dialogues. They are usually short words of one or two syllables and most of them are of Saxon origin (i.e., not borrowed from Greek, Latin, or French). We may call them colloquial words, such as *guts* (meaning courage), *guy* (man), and *hooker* (prostitute).

这就是词的三个等级,它们都是标准英语。一般用语适用于各种写作,口语很少用于正式写作,除非有着特殊用途。

Thus there are three levels of words, which are all words of Standard English. Common words are good for all kinds of writing, while colloquial words are seldom used in formal writing, unless for special purpose or effect.

eg1:

If the human mind was a strictly logical device like a calculating machine, it would deal with words simply as names of categories, and with categories as essential tools for imposing order and system in a universe which otherwise presents itself as an unsorted chaos of sense stimuli. But human reaction to words, like many other human behaviors, is also motivated by irrational impulses such as those we label love, hate, joy, sorrow, fear, awe, and so forth. Whenever the users of a language evince a fairly uniform emotional response to a given word, that response becomes part of the connotation, therefore part of the standard meaning of the word in that language. While the bulk of the vocabulary doubtless consists of words that carry little or no perceptible emotional charge (lamp, book, read, subtract, through), there are nevertheless a good many that produce reactions of various colors and shades, with voltages ranging from mild to knockout force.

– Louis B. Salomon

整段话只有三个句子，不但句子冗长，而且结构复杂、措词严谨，基本上为书面语，如 *logical device*, *categories*, *imposing*, *stimuli*, *motivated*, *evince* 和 *perceptible* 等等。在这里使用长句和正式用语是合适的，因为文章探讨的是一个比较复杂的问题，需要在理论上阐释清楚而精确。

This paragraph is rather long and complex in structure, but there are only three sentences; there are in it quite a few formal or learned words, such as *logical device*, *categories*, *imposing*, *stimuli*, *motivated*, *evince* and *perceptible*, etc. Long sentences and formal words are appropriate here because the paper, which discusses a rather complex question, needs them to be theoretically clear and exact.

eg2:

A year later and somewhat better equipped academically, young Bell returned to Scotland. After working for a time with his father, he began teaching speech at a boy's school. His free time was spent in studying abroad. As he studied the human voice and the vibrations that went to make up sound, he found that the voice was not a simple thing. So he continued his studies and his teaching until at the age of twenty-three when he moved with his family to Canada.

– American Men of Science and Invention

在这段文字里，除了 *equipped academically* 和 *vibrations* 等两词比较正式外，其他所有词都是一般用语。句子比上一段的短，而且更简单。这样的用词和句子结构都十分适合这段文字的内容，因为它描述这个人。

In this paragraph, except two words such as *equipped academically* and *vibrations* are a little formal, all the words are commonly used words. The sentences are much shorter and simpler than those in the preceding paragraph. Such vocabulary and sentence structure fit the content of the paragraph to describe a person.

eg3:

You have your tension. Sometimes you come close to having an accident that upsets you. You just escape maybe by a hair or so. Sometimes maybe you get a disgruntled passenger on there, and start a big argument. Traffic. You have someone who cuts you off or stops in front of the bus. There's a lot of tension behind that. You've got to watch all the time. You're watchin' the drivers, you're watchin' other cars. Most of the time you have to drive for the other drivers, to avoid

hitting them. So you take the tension home with you.

– Studs Terkel

这是芝加哥一名司机的部分谈话。他使用的单词和表达法都是口语，如 *there's*, *you're*, *by a hair or so*, *on there*, *cuts you off* 和 *you got to* 等。但他所用的大部分词汇还是一般用语。

This is part of a talk given by a Chicago driver. He uses very colloquial words and expressions like *there's*, *you're*, *by a hair or so*, *on there*, *cuts you off*, and *you got to*. But most of the words he uses are common words.

2. The Meaning of Words 词义

2.1 Denotation and Connotation 本义与涵义

词义有两个方面：**本义**和**涵义**。本义指词的核心含义，取的是字面上的意思，也就是字典上的解释；涵义则是由该词引申出的含义，是由该词在各种具体场合的引申意义以及给人的印象和联想。例如，*home*, *house*, *habitation* 和 *dwelling* 都可以指家、处所。但是 *home* 给人亲切、温暖、舒适和安全感，使人容易联想到亲人团聚，父母之情和手足之情。

The meaning of a word has two aspects: **denotative** and **connotative**. Denotation is a word's core meaning; it is what it literally means, as defined by the dictionary. Connotation, on the other hand, is the implied or suggested meaning of a word; it refers to the emotional response stimulated by associations the word carries with it. *Home*, for instance, means by denotation a place where we live, but by connotation it implies warmth, security, love, and comfort. So *home* is different from other words like *house*, *habitation* and *dwelling* by its connotative meaning.

2.2 Synonym discrimination 同义辨析

同义词辨析 1:

country: refers to an area of land and its population and government

nation: emphasizes the people of a country.

state: refers to the government or political organization of a country.

land: refers to a country or region, less precise but more literary and emotive than country.

eg:

an island *country*; neighboring *countries*

In area, China is the third largest *country* in the world.

a peace-loving *nation*; the awakening *nations* of Africa

The modernization program has won the support of the whole *nation*.

state organs; *state*-owned enterprises

China is my native *land*.

同义词辨析 2:

big: large in physical size

large: slightly more formal and may be used to describe things that are unusually big, more emphatic than big

huge: extremely large, is more literary than big and large, and is more emphatic than large

small: is objective

little: used to imply a feeling of fondness

a *big* / *large* city; a *big* / *large* house

Wuhan is a very *large* city in Central China.

The team has got a *huge* man over two meters tall.

They lived in a *small* town.

eg:

I can never forget the *little* town where I spent my happy childhood.

同义词辨析 3:

conflagration: a big fire

blaze: the sudden shooting up of a flame, often connotes eagerness and happiness.

eg:

A *conflagration* that almost destroyed the City of London in 1666.

A comforting *blaze* roaring in the fireplace.

3. Idioms 成语

成语是固定的词组和短语，和中文一样，英语成语不可拆散单个的单词来理解意思。以下是最常见的几种组成形式：

An idiom is a fixed group of words or phrases which mean something different from the meanings of the separate words. Like Chinese, English is also rich in idioms. The following types of idioms are most common:

- | | |
|----------------|--------------------------------|
| v. + prep. | put up with (容忍、忍受) |
| | bump into (碰见，撞见) |
| | look forward to (期待) |
| | do without (没有…也行) |
| | come across (偶遇) |
| v. + prep + n. | fish in troubled waters (混水摸鱼) |
| | rake over the coals (责备) |
| | sell down the river (出卖某人) |
| | fall from grace (失宠；坠落) |
| | lead by the nose (任意摆布别人) |

n. + prep. + n.	a straw in the wind (草动知风向)
	the apple of one's eye (掌上明珠)
	like a fish out of water (如鱼离水)
	in a world of one's own (孤零零; 全神贯注)
prep. + n.	in abundance (充足的, 很丰盛)
	on the air (在广播)
	at length (最后; 详细地)
	with flying colors (成功地, 出色地)
v. + n.	burn one's bridges (破釜沉舟)
	eat one's words (食言)
	smell a rat (有情况)
	slip one's mind (突然失忆)
as...as	go to the dogs (堕落; 失败; 崩溃)
	as easy as pie (轻而易举)
	as good as gold (表现很好; 可靠的)
	as blind as a bat (看不清)
pairs of words	as poor as a church mouse (一贫如洗)
	wear and tear (折磨; 损耗)
	high and dry (孤立无援; 与世隔绝)
	touch and go (一触即发)
sayings	in black and white (白纸黑字)
	No pains, no gains. (一分耕耘, 一分收获)
	A stitch in time saves nine. (及时一针省九针)
	Believe it or not. (信不信由你)
	Like father, like son. (有其父必有其子)

成语在说话和写作中都使用得比较广泛，它们可以使语言听起来更自然、更合乎语言习惯。但在使用的时候，英语学习者必须牢记两点：1、大部分成语都是非正式语或口语，可以在对话中使用；有一小部分是俚语，使用的时候必须小心，如 *all hell broke loose*，意指大祸临头、沸沸扬扬。又如 *canned goods*，意思是童男女童。2、许多成语都已过时，不再新鲜有趣，如 *as pretty as a picture*（貌美如花）和 *raining cats and dogs*（倾盆大雨），最好少用。

Idioms are frequently used in speech and writing. They help to make one's language sound natural and idiomatic. But in using them an English learner should remember the following two points: (1) most idioms are informal or colloquial in style and can be mostly used in conversation; but a few are slang and should be used with care, such as *all hell broke loose*, meaning big trouble. Also *canned goods*, meaning boy and girl; (2) many idioms have become clichés and are no longer fresh or interesting, such as *pretty as a picture* and *raining cats and dogs*, and should be used sparingly.

4. Figures of Speech 修辞

当我们说，“这个女孩会游泳”，或者“这个小男孩唱得好开心”，我们只是用了单词的本意，即它的字面意义。然而当我们说，“这个小女孩能像鱼儿一样地游泳”，和“这个小男孩像云雀一样地欢唱”，就用了比喻表达，也叫做修辞。

If we say, “The girl can swim,” or “The little boy is singing merrily,” we are making literal, plain statements which give mere information about some facts and nothing more. But when we say, “The girl can swim like a fish,” or “the little boy is singing as merrily as a lark,” we are not speaking literally, but figuratively. Such comparisons are called figures of speech.