多视角大学英语四级神笔通系列

大学英语

写作分册

攻略

梁 伟 总主编

南开大学出版社

多视角大学英语四级神笔通系列

大学英语 四级考试 710 分全攻略

写作分册

总主编 梁 伟

南开大学出版社 天津

图书在版编目(CIP)数据

大学英语四级考试 710 分全攻略. 写作分册 / 梁伟总主编. 一天津: 南开太学出版社, 2006. 7 (多视角大学英语四级神笔通系列) ISBN 7-310-02543-1

I.大... I.梁... I.英语-写作-高等学校-水平考试-自学参考资料 N.H310.42

中国版本图书馆 CIP 数据核字(2006)第 053321 号

版权所有 侵权必究

南开大学出版社出版发行出版人: 肖占鹏

地址:天津市南开区卫津路 94 号 邮政编码:300071 营销部电话:(022)23508339 23500755 营销部传真:(022)23508542 邮购部电话:(022)23502200

> 天津市宝坻区第二印刷厂印刷 全国各地新华书店经销

2006年7月第1版 2006年7月第1次印刷 787×1092毫米 16开本 7印张 173千字 定价:15.00元

如遇图书印装质量问题,请与本社营销部联系调换,电话:(022)23507125

本册主编:梁 伟

副主编: 吴金华 张 飙

多视角大学英语四级神笔通系列编委会成员(以下以姓氏笔画为序):

王世杰 王 萍 王 珺 王 骥 刘美玲 刘洁莹 吴金华 张 飙 何 玮 赵学慧 梁 伟 董丽娟 简 悦 窦瑞金

前言

本丛书系完全依照国家教育部大学英语四、六级考试委员会于 2005 年最新公布的改革后题型以及原保留题型而编写的,共分为四个分册: 听力分册、阅读分册、写作分册、综合分册。全面而详尽地分析了大学英语四级考试中的每一个题型的特点及考试的要点,力求每种题型的难易程度与改革后试题相吻合。参编人员均为全国大学英语四、六级考委会任命的主考官及阅卷组成员。

本册为写作分册,重点向考生介绍大学英语四级考试写作题型、写作方法和技巧。分析透彻,写作套路全面,写作范文题目新颖,经典语句充足、实用,涵盖议论文、说明文、图表文、摘要、看图评论及书信等应用文写作。本册还及时收录了 2005 年 12 月 24 日的最新四级写作题及范文。

2005 年 6 月 28 日 于南开园

目 录

		【、论记又与作命题形式及与作整体思路······				
(一)一般议论文······(1)						
	1.	议论文、论说文首段用语	(3)			
	2.	第二段:表述不同人对某一个问题的不同看法或见解,或某种事物的利弊关系				
		用语((5)			
	3.	第三段: 个人观点表述+实例分析,说明原因,陈述理由用语(
	4.	举例说明(
	5.	引经据典·······((7)			
	6.	陈述原因	(8)			
	7.	引起关注或重视	(8)			
	8.	忽视、忽略、不重视、不注意(
	9.	肯定/否定与怀疑(
		优劣势及损益				
		分析问题				
	12.	讨论弊端或副作用及问题(1	11)			
	13.	独立结构的比较(1	11)			
		因果关系(1				
		递进与转折连词(1				
		结束段: 归纳总结并重申个人观点用语(1				
		均衡利弊结尾(1				
		对比表达语(1				
(二)看	图评论型议论文				
	1.	写作步骤(1				
	2.	题例(1				
	3.	看图评论型议论文的导言段常用语句(1				
• (三)夹	叙夹议型议论文				
	1.	夹叙夹议写作思路				
	2.	题例: 2003 年 9 月 20 日大学英语四级考试写作试题(1				
	3.	记叙文首段用语(1				
=	介绍性	挂说明文写作······ (1	(8)			
		=====================================				
		{讲稿或发言稿的写作模式······(2				
(二)题	[例	20)			

	(三)獲	寅讲稿或发言稿的写作常用语汇······	(20)
	1.	开场白	(20)
_	2.	接续段····································	(21)
	3.	结束语······	• (21)
四	个人	总结报告写作······	(22)
	(一) 恆	写作步骤····································	(22)
	(一)是	與 伤∥ • • • • • • • • • • • • • • • • • •	•• (22)
五	摘要	写作······	(23)
六		式写作······	
		图表的种类	
		图表作文的写作步骤	
		图表式写作的格式······	
	(四)题	题例: 2003年6月28日大学英语六级写作试题	(25)
	(五)图	图表作文用语······	·· (26)
	1.	首段用语	(26)
	2.	第二段·····	(27)
	3.	数据对比用语	
	4.	数据分析表达句	
	5.	第三段: 归纳加预测用语	
七		写作······	
		B信的结构······	
	(二)‡	B信的格式······	(29)
	(三)尊	學称(Salutation)、结束语(Closing Sentence)与结辞(Complimentary Close)…	
	1.	尊称·····	
	2.	结束语	
	3.	结辞	
	(四)‡	3信的种类、写作要求、常用语	
	1.	请求 (帮助) 类 (Letters of Requests) ·······	• (32)
	2.	抱怨、投诉类 (Letters of Complaints) ·······	(34)
	3.	说明、致歉类(Letters of Apologies)······	
	4.	推荐、介绍类(Letters of Recommendation)	(39)
	5.	申请、求职类(Letters of Application) ····································	(40)
	6.	咨询类信件(Letters of Enquiry)····································	(42)
	7.	感谢、祝贺类(Letters of Thanks and Congratulations) ··································	•••(44)
٠	8.	邀请类(Letters of Invitation) ····································	(47)
	9.	慰问类(Letters of Consolation) ······	
八		确诊与治疗······	
力.	四级	考生习作点评·····	• (54)

十 议论文	范文······	
范文 1.	House Renovating ·····	(65)
范文 2.	How Should We Give the World a Green Olympics in the Year 2008?	(65)
范文 3.	Should Internet Cafes Be Closed?	(66)
范文 4.	Should College Students Be Allowed to Marry?	(66)
范文 5.	On-line Education·····	(67)
范文 6.	Your Attitude towards Interpersonal Relationships	(67)
范文 7.	Your Attitude towards Examinations	(68)
范文 8.	Should Children Learn to Compete or Cooperate in the World?	(68)
范文 9.	My View on the Postgraduate Craze·····	(69)
范文 10.	School or Major····	(70)
范文 11.	Car and Air Pollution·····	
范文 12.	Fast Food·····	(70)
十一 看图	评论型议论文范文······	(72)
	局部小雨	
Picture 2.	上行下效	(72)
Picture 3.	售后服务·····	(73)
	父子关系	
Picture 5.	吃嘛嘛香	(75)
十二 根据:	报 道或故事 写评论····································	(76)
十三 夹叙	夹议型议论文练习题······	(77)
十四 夹叙	夹议型议论文范文······	(79)
范文1.	A Day on My Summer Vocation	(79)
范文 2.	描写你的童年发生过的一件给你留下深刻印象的事	·····(79)
	写作练习·····	(80)
摘要写作	1	(80)
摘要写作	2	(80)
十六 图表	- 作文的范文······	(82)
范文 1.	2003年9月20日大学英语六级写作试题	
范文 2.	Fewer People Want to Learn Oral English?	(82)
范文 3.	Telephones and Cellular Phones·····	
范文 4.	Flourishing Tourism in China	(84)
范文 5.	Family Planning in China·····	(85)
范文 6.	Film Is Giving Way to TV in X City	
范文 7.	Is It Necessary to Be a Postgraduate?	
范文 8.	Tuition	(87)
范文 9.	Dink Family	
	Sleep Requirements·····	

范文	11. Water Resources on the Earth	(89)
范文	12. Food Web	(90)
附录一	写作技巧······	(91)
附录二	病句确诊与治疗答案······	(93)
附录三	1990 年~2005 年四级考试写作真题一览表·····	(96)

一 议论文、论说文写作命题形式及写作整体思路

大学英语四级考试的写作命题在 2003 年以前始终以议论文为命题重点,而从 2003 年以后则将命题重点逐渐转移到应用文写作,但间或也出现议论文,如 2005 年 12 月 24 日的四级考试中就再次出现议论文,但与以往命题有所不同:以往的议论文只要求考生单方面地谈论个人的观点,而此次的议论文要求考生从正反两方面对所涉及的问题进行探讨,从而加大了写作的难度。其实,无论命题人如何对议论文进行命题,从正常的写作格式而言,考生都应从一个问题的两个方面入手去分析、表述。单方面的观点总会给人一种片面甚至偏激的感觉。

议论文一般可分为三类: 1. 纯议论文; 2. 看图评论型议论文; 3. 夹叙夹议型议论文。

(一) 一般议论文

现在让我们以 2005 年 12 月 24 日的四级考试中出现的写作题目为例,向考生说明议论文写作的具体行文格式及常用语句的使用方法。2005 年 12 月 24 日的四级考试中的写作要求如下:

Directions: For this part, you are allowed 30 minutes to write a short essay entitled **Should the University Campus Be Open to Tourists?** You should write at least 120 words following the outline given below:

- 1. 名校校园正成为旅游新热点
- 2. 校园是否应对游客开放,人们看法不同
- 3. 我认为

这是一篇根据前一段发生在北京大学的真实报道为素材命题的。很多考生家长为了鼓励自己的子女报考名校,特意带自己的孩子慕名来到著名的大学校园进行参观,使孩子亲身感受名校的氛围。但校方对此有自己的看法,认为此种做法可能会对校园的安全构成一种隐患。该题由此而来。根据题目的要求,第一段应写明"名校校园正成为旅游新热点"这一现象。这是该篇文章的引言部分,考生可以从我们在下面为大家提供的第一段主题句中寻找一些针对学生或学校主题相关的句子对该现象加以描述即可。第二段在探讨人们的不同看法时,考生可以从议论文第二段"表述不同人对某一个问题的不同看法或见解"用语中寻找恰当的语句。最后是个人观点,个人观点应力争明确,不应含糊其辞。

题例:

- 1. 名校校园正成为旅游新热点
- 2. 校园是否应对游客开放,人们看法不同
- 3. 我认为 ……

Sample Writing:

At the moment famous universities are turning into new scenic spots for tourists in China. Some well-known universities such as Beijing University, Qing Hua University, etc. are very much sought after by tourists, especially those college candidates. Many parents think that it is a good idea for their children who are taking entrance examinations for higher education to visit their ideal universities before the exams.

However, people have different attitudes towards the idea. Some people believe that the will-be college students should go to visit some famous universities to feel the strong academic atmosphere so that their learning enthusiasm will be further strengthened. Others argue that visiting those famous universities will, to some extent, disturb the peace and the normal order of the universities.

As for my own part, it is a good idea for the will-be college students to visit these famous universities. On the one hand, college learning is quite different from that of high school in that college students are given much more freedom in their choice of subjects, optional courses, in particular. On the other hand, high school students can get to know better about their ideal universities if they pay a visit there and have a clear picture of whether to choose this or that university. But I suggest that such famous universities well arrange for these high school students. For example, the authorities of these universities can ask those tourists to register first, then they will be organized into groups and guided during their visits in order to maintain the normal order of the lessons going on.

一般来说,议论文可以根据不同的题目有四种写作的思路:

①问题分析写作思路

第一段: 陈述该现象或存在的问题

第二段:分析因果关系、举例说明

第三段: 提出建议或解决途径

②表达利弊的写作思路

第一段:人们对所涉及的问题的不同观点

第二段: 优势或益处,可罗列 2~3 点

劣势或危害,可罗列 2~3 点

第三段:个人观点表述

③阐述个人观点的写作格式

第一段: 概述题目内容、表明个人观点

第二段:人们的不同观点表述

第三段:指出上述某观点的错误所在,用实例证实个人观点

④对比型写作的格式

第一段:表述要进行对比的内容

第二段: 表明自己对两者之一的偏爱:

以A项的某一个利比较B项的某一个弊

以A项的另一个利比较B项的另一个弊。

以 A 项的再一个利比较 B 项的再一个弊

第三段: 给出结论

考生可根据具体题目的要求,使用我们为大家提供的如下语句来练习议论文写作。

1. 议论文、论说文首段用语

(1) 经济主题

- 1) With the development (growth) of the economy,...
- 2) As the economy is rapidly developing,...
- 3) With the increasingly rapid economic globalization and urbanization, more problems are brought to our attention.

(2) 社会主题

- 1) As society advances, people are attaching much more importance to...
- 2) As our society is advancing, people's demands have become increasingly diversified.
- 3) The progress of society is bound to have great effects on people's lives. As a result, many aspects of our customs and habits have changed a lot. However, there has sprung up a heated discussion as to whether this phenomenon is doing positive or negative functions.

(3) 应用主题

- 1) With the wide application of..., in all aspects of life,...
- 2) As...is widely used in all aspects of life (in our everyday life and work),...
- 3) As one of the most important inventions of the twentieth century,...has found a wide application in all aspects of our lives.

(4) 人类文明主题

1) With the remarkable development of human civilization, people enjoy better living standards and the quality of citizens has greatly improved.

(5) 生活主题

- 1) As the living standard of people is further improving,...
- 2) Nowadays the phenomenon of...has become the focus of attention among people.
- 3) It is an undeniable fact that...has brought great benefits to people.

(6) 发展趋势主题

- 1) In the past few years, there has been a growing trend that...
- 2) In recent years there has been a big growth in the area of...is so popular that it has become an indispensable part in our life.

(7) 社会、经济、科技综合主题

- 1) The rapid social progress and economic development over the past few years has witnessed (found/ seen/ marked) dramatic changes in people's concepts and ideas.
- 2) With the advance of the society (human civilization/ science and technology), there is an increasing number of people who have raised doubts about whether...

(8) 科技主题

1) There have been many technological developments in the 20th century. For example,...

(9) 现代发明主题

- 1) ...is now playing a vital role in our daily lives and work. Ever since its invention,...has made contributions to the development of the world civilization.
 - 2) The Internet has now won more popularity among people, young people, in particular.
- 3) Mobile phones are now becoming more and more popular with people in their everyday lives and work.

(10) 交通主题

1) Traffic is developing rapidly all round the world at the moment.

(11) 各类问题主题

- 1) At the very moment, the problem of...is very common in developing countries and China is no exception.
- 2) Ever since..., ...has become an essential part of our modern life. It has played a decisive role in... Along with the advance of society more and more problems are brought to our attention. One of them is that...
 - 3) In most countries x is bringing about a considerable number of problems.
 - 4) One of the most challenging problems the world is confronted with today is that...

(12) 思想观念主题

- 1) At present (Nowadays/ At the moment) people in ever-increasing (growing) numbers are coming to believe (realize/ acknowledge/ accept/ understand) that...
- 2) Only recently has the issue of whether or not...been in the limelight and aroused wide concern in the public.
- 3) It has long been regarded as a beneficial practice to... However, in recent years, people have come to raise doubts about this practice.
 - 4) There is a general (heated) discussion on the issue (problem) of...
- 5) The issue whether it is good or not to...has brought about a heated discussion all the over the country.
- 6) A much debated issue these days is whether...or...Some people claim that x..., while others argue that y...For my own part, I agree with those who emphasize A / B. Studies have shown that...

(13) 劳工主题

- 1) In recent years, people in significant (growing/ increasing) numbers crowd (stream/ flood/ rush/ pack) into the job market (human resource market) and hope that...
- 2) With the advance of society, more and more people are frequently changing their jobs. Therefore, the issue of job-hopping has become a topic much discussed among people.

(14) 学生主题

- 1) One of the major problems with today's college students (education/ environment) is that...
- 2) There is a heated discussion today about whether schools should offer theoretical knowledge or practical training that is beneficial to society.

(15) 竞争与合作主题

1) Many things from the simplest to the most complicated would be impossible without a high degree of cooperation. Cooperation is necessary and needed everywhere.

(16)新世纪主题

- 1) The beginning of the twenty-first century has witnessed profound changes taking place in...
- 2) We are living in a fast changing world which has created problems for both the old and young.
- 3) One of the difficult problems many people are facing today across the world is whether to choose...or choose...
 - 4) Recently a heated discussion as to...has become the focus of attention among people.
- 5) The year 2006 has marked (witnessed/found/seen) remarkable progress (achievement / development / growth / increase) in China's economic development.
- 6) Recently this problem (issue / situation / phenomenon) has triggered a heated discussion as to whether...

(17) 讨论利弊主题

- 1) As for the question of which is better, A or B, different people have different opinions. A has its advantages, but in the meantime, it has many disadvantages. In my point of view, I would prefer A/B.
- 2) A has improved the quality of our lives and played an indispensable role in our daily lives and work... The benefits A brings us are far more than its harm / negative effects.
- 3) There is a good side and bad side to everything. Without exception, A has brought us not only benefits but also risks.

(18) 资源主题

1) One of the most challenging problems of today's world is that some significant natural resources such as forest, oil, water, etc. are gradually running out. How to protect these resources is not a question of the government, rather, it is a question of the individuals.

(19) 子女教育主题

¹1) There is always a hot topic concerning who should play the dominant role in children's education. Some people take it for granted that parents are chiefly responsible for their children's education. Contrary to this opinion, others hold the view that the quality of children's education mainly depends on schools.

(20) 健康主題

- 1) As a famous saying goes, "No one is aware of the value of health until he loses it."
- 2. 第二段: 表述不同人对某一个问题的不同看法或见解,或某种事物的利弊关系用语
- 1) People's attitudes towards...vary widely from person to person.
- 2) There is no consensus of opinions among people as to the view of... Some people suggest that..., while some others argue that...
 - 3) As the proverb goes: "So many people, so many minds." It is understandable that people

from different backgrounds have different interpretations of the same issue.

- 4) Different people have different ideas about...
- 5) Different people approach the issue / problem with different views.
- 6) While everyone holds (believes/ thinks) that..., I doubt (wonder) whether the argument bears close examination (much analysis).
 - 7) However, I consider (think of/ view/ see/ regard/ conceive)...as...
 - 8) People used to believe that..., however, nowadays, public opinion differs sharply as to...
- 9) Some people suggest (claim) that..., others point out (maintain/ hold/ argue/ criticize) that...
 - 10) While some people believe that..., others maintain that...
 - 11) Some people hold that..., some other people argue that...•
- 12) While the majority of people embrace the idea (belief/ concept) that..., still some others cling tenaciously to the old concept (idea/ belief) that...
 - 13) What most people see as..., some people see as...
- 14) Before airing my view, I think it is important to look at the argument (problem/ issue) on both sides.
- 15.) Before rendering my opinion, I think it is necessary to take a glance at the argument (problem/ issue) on both sides.
 - 16) While some people advocate that..., some other people argue that...
 - 17) People rarely reach an absolute consensus on such a controversial issue.
- 18) People from different backgrounds would put different interpretations on the same issue (problem).
 - 19) Different people come up with various solutions to this issue.
 - 3. 第三段: 个人观点表述+实例分析,说明原因,陈述理由用语
 - 1) While a lot of people hold the opinion that..., I personally maintain that...
- 2) Although at first glance these arguments sound reasonable and appealing, they are not borne out by a careful consideration (cannot stand the test of time).
 - 3) There is no denying that there is some truth in the above point of view.
- 4) At first thought, the idea seems to be a sound and attractive one, but after carefully weighing it in my mind (on second thought), I can hardly consent to this proposal because it is very impractical.
- 5) At first glance, it may seem to be an attractive idea, but it doesn't bear closer examination (analysis).
 - 6) While...has so many advantages, its disadvantages can not be ignored / overlooked.
- 7) Some people hold the idea that...is superior to...in many ways. Others, however, think quite differently on the question of...
- 8) It would be reasonable to take the view that..., but they only skim the surface of the problem (look at the problem in a one-sided manner).
 - 9) I am for the opinion that...

- 10) I am in favor of the idea (opinion/belief) that...
- 11) I am opposed to the idea that...
- 12) I am against the idea that...
- 13) I strongly object to the idea that...
- 14) As far as I am concerned,...
- 15) As far as I see it...
- 16) I can't agree more with the idea that...
- 17) In my opinion,...
- 18) To my understanding,...
- 19) To my knowledge,...
- 20) Public opinion is quite of the contrary as to...
- 21) For my own part,...
- 22) I hold the opinion that...
- 23) I maintain that...
- 24) I'd like to point out that...
- 25) In my point of view,...
- 26) I agree with the latter, to some extent.
- 27) From where I stand,...
- 28) But, for my own part, I can only disagree with the statement and the reasons are given below.
 - 29) I completely disagree with this idea, and my reasons are as follows.
 - 30) I am afraid I can hardly share the point of view.
 - 31) As far as I am concerned, I am inclined to be on the side of the latter view.
 - 4. 举例说明
 - 1) To begin with,...
 - 2) To start with,...
 - 3) For example....
 - 4) For instance....
 - 5) Take...for example.
 - 6) Here are some examples.
 - 7) Let's take the case of...for instance.
 - 8) All the examples come to indicate that...
 - 9) There are quite a few instances supporting my view.
 - 10) First (firstly/ first of all/ in the first place),...
 - 11) Second (secondly/ in the second place),...
 - 12) Third (thirdly/ in the third place),...
 - 13) Last (lastly/ last of all/ finally),...
 - 5. 引经据典
 - 1) Just as the old saying goes, "..."

- 2) There is a popular saying that...
- 3) Legend has it that...
- 4) Just as the proverb goes, "..."
- 5) One of the great men (scientists/ philosophers/ writers) once remarked: "..." It is true that...
- 6) There is much truth in the old saying, "..." In other words, nothing is more important (valuable) than...

6. 陈述原因

- 1) The point is that...
- 2) The reasons are chiefly as follows.
- 3) My reasons will be presented below with examples.
- 4) One of the primary causes is that...
- 5) There is another factor that deserves attention.
- 6) Another factor that should be taken into consideration is that...
- 7) There are several reasons that suggest that...
- 8) It can be boiled down to the reason that...
- 9) A wide variety of reasons account for...
- 10) One reason is that...
- 11) Another reason is that...
- 12) Yet another reason is that...
- 13) Still another reason is that...
- 14) One reason is due to...
- 15) One reason can be attributed to (traced back to/ may arise from/ may result from)...
- 16) The reasons (causes) for the increase (growth/ development/ decrease/ decline) can be explained (illustrated/ demonstrated) in terms of...
- 17) ...is also partly (mainly/ solely/ chiefly) responsible for the rise (increase/ growth/ decrease/ decline) in...
- 18) There are a number of evident causes (reasons) for such a phenomenon (situation/growth/increase).

7. 引起关注或重视

- 1) One thing that deserves our attention is that...
- 2) What calls for (demands) our immediate (special/considerable/serious) attention is that...
- 3) We must take into consideration the fact that...
- 4) It should be noted that...
- 5) What calls for our special attention is that...
- 6) We should attach great importance to...
- 7) ...has become the focus of attention.
- 8) It has now drawn public attention to the problem of...
- 9) ...has aroused wide concern in the public.
- 10) ...has been brought into public focus.