

# CET-4

# 新大学英语

# 四级教程

# 写作听力篇

刘沛 主编



WUHAN UNIVERSITY PRESS

武汉大学出版社

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# 新大学英语 四级教程 写作听力篇

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# 前 言

根据教育部最新颁布的《大学英语课程教学要求》(试行),大学英语的教学目标主要是培养学生的英语综合应用能力,特别是听、说能力,使他们在今后的工作和社会交往中能用英语有效地进行口头和书面信息交流。为了使之相配套,大学英语四、六级考试进行了改革,从考试内容到题型设计都有了很大变化。

为了使广大学生能尽快熟悉改革后的大学英语四级考试题型和内容,有针对性地提高其听、读、写、译的水平,我们组织了一批有丰富教学经验且熟悉学生实际需求的一线骨干教师编写了这套教程。因此,这套教程是根据学生的实际水平和需求来设计和编写的,既适合教师讲授,又方便学生自主学习。

本套教程的特色如下:

1. 内容全面,覆盖面广。本套教程的章节不仅涉及写作、快速阅读理解、听力短对话、长对话、短文理解、短文听写、篇章词汇理解、篇章阅读理解、翻译,而且还将语法精要编入其中。虽然语法测试没有直接出现在新四级考试题型中,但它是听、读、写、译的重要基础,同时也是学生的薄弱环节。语法精要力图以最精悍的篇幅,为学生疏通语法难关。

2. 讲解清晰、深入,方法实用、高效。本套教程的每一章节都包含题型说明、考查重点、方法介绍、典型例题、方法运用和分析,力求层层深入,易于学生快速掌握。

3. 专项讲解和专项练习相结合。本套教程分章节进行专项讲解,再辅以专项练习,目的是使学生对每个题型能各个击破。

4. 语料新颖,分类科学。本套教程的语料均选自最新的英美报刊和书籍,题材广泛,内容丰富,信息量大,具有很强的知识性和趣味性。同时,对部分语料进行了科学分类,如将阅读语料分为经济类、教育类、社会类和科普类,以便学生重点突出地集中掌握相关背景知识,提高理解能力。

本套教程由刘沛主编,吴婷、王艳艳、付丽丽、曹永波、黄蓉、陈江荣任副主编。参加编写的有潘琼、王丽丽、徐慧、欧丹、朱丹丹、刘潜、王玉、杨帆、刘黎黎。

本书配有 MP3 CD 一张,由美籍教师 Jesse Ciccotti 和 Pam Van Tol 朗读,其音质清晰,语音、语调纯正,语速严格按大学英语四级考试的听力语速录制,是广大参加大学英语四级考试的考生不可多得的考前听力训练材料,相信它一定能使广大考生受益。

由于编者水平有限,书中难免出现疏漏或错误,敬请读者、专家批评指正。

编 者  
2014 年 7 月

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# 第一章 写 作

## ( Writing )

### I. 四级作文考题简介

写作测试的是学生用英语进行书面表达的能力，所占分值为 15%，满分为 106 分，考试时间为 30 分钟。

大学英语四级考试写作部分要求考生达到《教学要求》中的一般要求，即“能完成一般性写作任务，能描述个人经历、观感、情感和发生的事件等，能写常见的应用文，能就一般性话题或提纲在半小时内写出至少 120 词的短文，内容基本完整，用词恰当，语意连贯。能掌握基本的写作技能”。根据大学英语四级考试大纲，写作选用考生所熟悉的题材，考生根据规定的题目和所提供的提纲、情景、图片或图表等写出一篇短文。

#### 1. 写作部分考核的技能

##### 1) 思想表达

- a. 表达中心思想；
- b. 表达重要或特定信息；
- c. 表达观点、态度等。

##### 2) 篇章组织

- a. 围绕所给的题目叙述、议论或描述，突出重点；
- b. 连贯地组句成段，组段成篇。

##### 3) 语言运用

- a. 运用恰当的词汇；
- b. 运用正确的语法；
- c. 运用合适的句子结构；
- d. 使用正确的标点符号；
- e. 运用衔接手段表达句间关系(如对比、原因、结果、程度、目的等)。

#### 4) 写作格式

运用正确的符合英语表达习惯的写作格式。

### 2. 具体作文评分原则

1) 四级作文检查考生是否达到大学英语教学大纲规定的四级教学要求,对作文的评判应以此要求为准则。

2) 四级作文题采用总体评分(Global Scoring)方法。阅卷人员就总的印象给出奖励分(Reward Scores),而不是按语言点的错误数量扣分。

3) 四级作文从内容和语言两个方面对作文进行综合评判。内容和语言是一个统一体。作文应表达题目所规定的内容,而内容要通过语言来表达。要考虑作文是否切题,是否充分表达思想,也要考虑是否用英语清楚而确切地表达了思想,也就是要考虑语言上的错误是否会造成理解上的障碍。

4) 避免趋中倾向。该给高分的给高分,包括满分;该给低分的给低分,包括0分。一名阅卷人员在所评阅的全部作文卷中不应只给中间的几种分数。

### 3. 四级作文评分标准

因四级作文在新题型中并无很大改变,在此为便于理解仍按旧题型百分制中的15分满分来计算,按照阅卷标准共分为五个等级:

2分…… 条理不清,思路紊乱,语言支离破碎或大部分句子均有错误,且多数为严重错误。

5分…… 基本切题。表达思想不清楚,连贯性差。有较多的严重语言错误。

8分…… 基本切题。有些地方表达思想不够清楚,文字勉强连贯;语言错误相当多,其中有一些是严重错误。

11分…… 切题。表达思想清楚,文字连贯,但有少量语言错误。

14分…… 切题。表达思想清楚,文字通顺,连贯性好。基本上无语言错误,仅有个别小错误。

#### 注意

a. 如题目中给出主题句,起始句,结束句,均不得计入所写字数。

b. 只写一段者:0~4分;只写两段者:0~7分(指规定三段的作文)。

长度计分标准:81~89词:扣1分;

71~80词:扣2分;

61~70词:扣3分;

51~60词:扣4分;

50词以下:最多给5分。

c. 白卷:作文与题目毫不相关,或只有几个孤立的词而无法表达思想,则给0分。

此外还应特别注意自1997年6月起,全国大学英语考试委员会正式实施了在计算成绩时设“作文最低分”的规定,这也是四级考试中唯一实行最低分制的一个部分,由此可以看出考委会对它的重视程度。

以100分制计算,作文(满分15)的最低分定为6分,作文得分为0分,总分若高于60分,最后报告一律按59分不及格处理;若低于60分则报告时一律再减6分;作文分大于0分,小于6分,则最后报告分=原计算总分-6分+实得作文分。

例如:原计算总分为63分,实得作文分为2分,最后报告分=63-6+2=59分。

原计算总分为70分,实得作文分为4分,最后报告分=70-6+4=68分。

## II. 近五年四级考题回顾

四级作文真题
2008年12月(议论文) <b>Limiting the Use of Disposable Plastic Bags</b> 1. 一次性塑料袋的使用 2. 使用一次性塑料袋带来的问题 3. 限制一次性塑料袋的意义
2009年6月(议论文) <b>Free Admission to Museums</b> 1. 越来越多的博物馆免费对外开放的目的是什么? 2. 也会带来一些问题 3. 你的看法呢?
2009年12月(议论文) <b>Creating a Green Campus</b> 1. 绿色校园的重要性 2. 什么样的校园是绿色的? 3. 为了建设绿色校园我们应该……
2010年6月(议论文) <b>Due Attention Should Be Given to Spelling</b> 1. 如今不少学生在英语学习中不重视拼写 2. 出现这种情况的原因 3. 为了改变这种状况,我认为……
2010年12月(议论文) <b>How Should Parents Help Children to Be Independent?</b> 1. 目前不少父母为孩子包办一切 2. 为了让孩子独立,父母应该……

续表

四级作文真题

2011 年 6 月 (议论文)

Online Shopping

1. 现在网上购物已成为一种时尚
2. 网上购物有很多好处,但也有不少问题
3. 我的建议

2011 年 12 月 (议论文)

Nothing Succeeds without a Strong Will

For this part, you are allowed 30 minutes to write an essay entitled *Nothing Succeeds without a Strong Will* by commenting on the humorous saying, "Quitting smoking is the easiest thing in the world. I've done it hundreds of times."

2012 年 6 月 (议论文)

On Excessive Packaging

1. 目前许多商品存在过度包装的问题
2. 出现这一现象的原因
3. 我对这一现象的看法和建议

2012 年 12 月 (图表题)

For this part, you are allowed 30 minutes to write a short essay entitled *Education Pays* based on the statistics provided in the chart below (Weekly earnings in 2010). Please give a brief description of the chart first and then make comments on it.

Education: A Worthy Investment

■ Unemployment rate in 2010(%)

Doctoral degree	1.9
Master's degree	4.0
Bachelor's degree	5.4
Some college, no degree	9.2
High school diploma	10.3
Less than high school diploma	14.9

Source: US Bureau of Labor Statistics

2013 年 6 月 (图表题)

For this part, you are allowed 30 minutes to write a short essay. You should start your essay with a brief description of the picture and then express your views on the importance of doing small things before undertaking something big. You should write at least 120 words but no more than 180 words.

A cartoon illustration showing a father and son. The father is holding a large, full dustbin and says, "Dad, I'm a bit worried about disposing of nuclear waste." The son replies, "If you can empty the dustbin here, you can do anything!"

纵观近几年四级作文写作试题不难发现四级作文以议论文和说明文为主,有的作文是将记叙、议论、说明融为一体,灵活地考查了考生的英语实际应用能力。

### III. 应用文写作

#### 1. 书信写作基本知识

◆ Sample:

December 22, 2014
Dear Sir or Madam,
<hr style="border: 0; border-top: 1px solid black; margin: 5px 0;"/> <hr style="border: 0; border-top: 1px solid black; margin: 5px 0;"/> <hr style="border: 0; border-top: 1px solid black; margin: 5px 0;"/> <hr style="border: 0; border-top: 1px solid black; margin: 5px 0;"/> <hr style="border: 0; border-top: 1px solid black; margin: 5px 0;"/> <hr style="border: 0; border-top: 1px solid black; margin: 5px 0;"/>
Truly yours, Vivian

#### 1) 日期 (Date)

美式: Jan. 30, 2014, Jan. 30th, 2014 英式: 30 Jan., 2014, 30th Jan., 2014

#### ● 日期应位于信件的右上角

在四级写作考试中日期被看做书信体格式的基本要素之一,若缺少则会导致一定分数的扣除。

#### 2) 称呼 (Salutation)

Dear + title (头衔) + 姓/名:

Dear Professor Liu,

Dear Mr. Scofield:

Dear Linda,

若给某个机构或不认识的人写信可用如下称呼:

Dear Sir or Madam:

To whom it may concern,

### 3) 正文 (Main Body)

四级考试中信件正文可采用缩进式，每段开头一般空4~5个字母即可。

### 4) 结束语 (Complimentary Close)

常用结束语: Yours truly, Yours sincerely, Truly yours, Cordially yours

最后写上自己的名字即可。

## 2. 应用文写作框架

第一段: 简要写明写信的原因(如有需要, 可做简单的自我介绍);

第二段: 详细解释相关原因或与写作原因有关的内容;

第三段: 表示感谢, 提出请求或表示盼望回信。

## 3. 常见信件写作实例

### 1) 感谢信件

作文题目: Last weekend, you visited your friend's city and were invited to spend the weekend with your friend's family. Now you are required to write a letter of thanks.

① 对朋友的热情款待表示感谢

② 告诉你的朋友上个周末你过得非常愉快

③ 再次感谢并邀请你的朋友有机会到你的家乡做客

June 6, 2014

Dear Michael,

I'm so grateful for your kindness during my stay in your house last weekend. I really had a great time there.

I can't believe that right now I am writing to you in my hometown. It seems just like yesterday that we were sitting together, chatting, laughing and eating. I not only enjoyed the delicious food made by your parents, but also I learned so much about your city: the beautiful scenery, green mountains, fantastic stone forest and caverns.

Please do come to my hometown Wuhan when you are free. I will welcome you with my open arms and show you the beautiful East Lake and various universities here. Once again I would like to thank you for your hospitality.

Best wishes,

Truly yours,  
Trinity

## 常用句式:

- ① I'm sincerely grateful for all your help.
- ② Many thanks for (remembering my birthday.../coming to see me off at the airport...)
- ③ Thank you so much for the wonderful trip/ weekend in Wuhan.
- ④ I warmly appreciate your hospitality.
- ⑤ I would like to convey in this letter my heartfelt thanks to you for...
- ⑥ I must thank you again for your sincere help.
- ⑦ Again, I would like to express my warm thanks to you.

## 2) 求职信

## 作文要求:

- ① 申请网络维护工程师
- ② 说明自己的专业
- ③ 请求面谈

Dear Sir/Madam:

Your advertisement for a Network Maintenance Engineer in the June 10 Job-Hunting Weekly interested me because the position that you described sounds exactly like the kind of job I am seeking.

According to the advertisement, your position requires university bachelor or above in Computer Science or equivalent field and proficient in Windows NT4.0 and LINUX System. I feel that I am competent to meet the requirements. I will be graduating from Huaxia College this year with a bachelor degree. My studies have included courses in computer control and management and I designed a control simulation system developed with Microsoft Visual InterDev and SQL Server.

I would appreciate your time in reviewing my enclosed resume and if there is any additional information you require, please contact me. I would welcome an opportunity to meet with you for a personal interview.

With many thanks,

Michael Wang

## 常用句式:

- ① I am writing to apply for the post of...advertised in...
- ② In reply to your advertisement in..., I beg to apply for the post of...in your company.

③ I hope I may be granted an interview in which I can explain my qualification more fully.

④ I should be pleased to attend for an interview at your convenience, and I could give you further details concerning myself.

### 3) 推荐信

To whom it may concern,

I am pleased to write this letter for my former student Miss Nan Li, who graduated from this College with an L. B. degree in June 2013.

Miss Li was admitted to the Department of Law of this College in 2009 through highly competitive entrance examination which is conducted annually and is open to the whole nation. Even in such a selective group, Miss Li made herself distinguished. Miss Li's performance was excellent with a superior grade of 86 for the first semester, and 84 for the second semester. In our university and in other universities here, 80 is considered "A", the highest level.

As far as I know, Miss Li wishes to continue her study in Law for an advanced degree. I am sure she has had sufficient prerequisite knowledge for the subject and certainly has the ability to undertake the study.

I recommend Miss Li without reservation and shall appreciate your favorable consideration of her application.

Sincerely Yours,

Alex Liu

Professor, Graduate Adviser

### ☞ 常用句式:

① I would like to present...for your consideration in your search for a qualified manager.

② With reference to your requirements, I shall, without reservation, recommend... as an ideal candidate.

③ Therefore, I don't hesitate to recommend ... as the right person for your consideration.

④ I take great pleasure in recommending ..., one of my favorite students, for admission into your distinguished graduate program.

### 4) 投诉信

Dear Sir/Madam,

I am writing to you to complain about your hotel. I had a terrible stay in Room 5012 of your hotel from the 24th to the 26th of August 2014, when I came to Guangzhou on

business.

Firstly, the air-conditioning in my room could not be turned down or switched off. When I asked the reception staff to do something about it, they laughed and told me it was better than being hot. Secondly, I found the bathroom dirty and the hot water was always warm. Thirdly, the noise at night was extremely loud and I found it difficult to sleep. I asked to change rooms, but was told it was impossible because the hotel was full.

I paid a lot for my stay in your hotel and expected much better service from such a well-known hotel. In future, I will not be staying at your hotel again and will inform my business associates of the terrible service.

Yours faithfully,

J. T. Hakala

#### ☞ 常用句式:

① We know that you are not generally careless, but we would like your assurance that this will not happen again.

② I must warn you that unless you do something about the situation, I will be forced to take legal action.

③ To be frank, I am not prepared to put up with the situation anymore.

④ I'm sorry to be so forthright, but...

⑤ I really appreciate it if you would do something about my complaint.

⑥ I do hope something will be done to improve the present situation.

#### 5) 失物招领

#### Lost and Found

On the evening of January 4th, 2014, I found an electronic dictionary in the English reading-room on the 3rd floor of the new library in the east district of our university.

The electronic dictionary can be generally described as follows. It is brand new and metallic gray in color. What's more, the portable electronic dictionary is as big as a piece of cake and as thin as a regular magazine.

The owner of the electronic dictionary may contact me now. My room phone number and mobile phone number are (027) 62003300 and 13001106000 respectively. Please make appointment in advance.

Sincerely Yours,

Li Ming

## 6) 海报

### Poster

Do you know how penitent the disabled kids are? Can you imagine what life they are living? Do you know what challenges they have to face?

The summer holiday is coming. The Students' Union is going to organize an action in order to help the disabled kids.

We are planning to go to the hospital to take good care of the children. We're also going to the low income families to help them to improve their living standard.

Now we are recruiting the volunteers.

Our activity is from July 1 to August 30. If you are not busy during the vacation and you love the kids, just join us.

If you have any questions, connect with our president Jenny. The telephone number is 85846660.

## 7) 演说辞

Dear fellow students,

It is a great honor for me to stand here and give my speech. To begin with, I am Michael, a junior from the English Department. As some of you may know, I am the monitor of Class 1, Grade 3.

As for the position of president of the Students' Union, there are some things making me feel qualified to take the job. Firstly, I have gained my job as monitor. Secondly, I am warm-hearted and always ready to help others, quick to react to the needs of my fellow students. Thirdly, I am good at organizing activities and have held a number of English corners and discussions.

Looking into the future, I will try my best to serve my fellow students if I am lucky enough to be the president of the Students' Union. On the one hand, I, with my coworkers, will invite more famous professors to give lectures for our students and we can learn a lot of knowledge. On the other hand, I will organize more activities for our students and enhance understanding and cooperation with each other. In addition, I will open more channels for our students to voice their opinions and their needs.

Reaching these goals will require your broad support, and with that I will work to earn it.

## 4. 记叙文

记叙文是一种基本的写作技巧，在近年的四级考试中也有考查且形式灵活，写好记叙文最基本的是掌握以下几个方面的要素：

1) 首先必须确定写些什么, 然后懂得如何收集、选取素材, 而不能提笔就写, 写到哪里算哪里

这里, 我们可以借用新闻英语写作中经常用到的五个 W 和一个 H 的概念: What(事件), Who(谁), When(时间), Where(地点), Why(原因), How(怎么样)。尽管不是每篇英语记叙文都一定要将这些 W 和 H 包括进去, 但是, 一方面, 确定写作内容、收集写作素材必定要围绕这五个 W 和一个 H 进行; 另一方面, 一篇好的英语记叙文读后不应让读者还存有某个方面的疑问。

2) 确定以第几人称以及何种顺序展开记叙

一般来说, 英语记叙文展开记叙的视角有两个: 第一人称和第三人称。第一人称是从“参与者”的角度进行叙述; 第三人称是以“观察者”的身份展开叙述, 要根据具体情况合理选用。

在用第一人称的记叙文中, 不要过多地使用“I...”, “We...”这样的句型, 以免给人单调乏味的感觉。在以第三人称进行叙述时, 要避免过多的评论, 以致失去记叙文的客观性。

#### ☞ 记叙文写作框架

第一段: 总结描述: 交代清楚故事涉及的人物、时间、地点; 主题句;

第二段: 具体描述: 具体描述事件发生的原因、经过和结果: 起因+经过+结果;

第三段: 对事件的分析: 分析句 1+分析句 2+分析句 3。

#### ☞ 真题再现

(1) 假设你在某日某地目击一起车祸, 就此写一份见证书。见证书包括以下几点:

① 车祸发生的时间及地点

② 你所见到的车祸情况

③ 你对车祸原因的分析

#### An Eye-Witness Account of a Traffic Accident

It was about 5 p. m. on June 26. I was on my way to the bookstore. I remember the time clearly because I had just finished my computer course that day.

Just as I turned the corner I spotted this dashing beautiful BMW. Parked beside the street, its bright color and streamlined shape caught everybody's attention. I was about to admire the car when a dog came into my view. It was wandering in the middle of the street. Just at the moment, a sports car from the east turned up. It was too late when the driver saw the dog. He steered to avoid hitting the dog but before anyone could react, a loud “bang” deafened my ears. The sports car ran into the beautiful BMW.

I would say the whole accident was the dog's fault. But if the sports car had not been that fast or if the BMW had been safely put in the parking lot, things would have been quite different.

(2) The Day My Classmate Fell Ill (Got Injured)

- ① 简单叙述一下这位同学生病/受伤的情况
- ② 同学、老师和我是如何帮助他/她的
- ③ 人与人之间的这种相互关爱给我的感受是……

**The Day My Classmate Fell Ill (or Got injured)**

It so happened that one day we were having an English class in the language lab. Just at that time, my classmate Lucy next to me fell unconscious suddenly. It impressed me most because her face was so red that it seemed to be burning.

What happened next was moving and unforgettable. At first, my teacher phoned a doctor. Almost at the same time, a girl student wetted her handkerchief and put it on Lucy's head. What's more, some students made a temporary bed for Lucy by putting some desks together. As a result, Lucy soon came to herself.

As I understand, love makes a beautiful world. On the one hand, Lucy is always ready to help others. On the other hand, we will try our best to help her when she is in need. Therefore, we should love each other and make this world a better place.

(3) Write a short essay in honor of teachers on the occasion of Teacher's Day:

- ① 向老师致以节日的祝贺
- ② 从一件难忘的事回忆老师的教诲和无私的奉献
- ③ 我如何回报老师的关爱

**In honour of Teachers on the Occasion of Teacher's Day**

Teaching is the glorious and respectable career. On the occasion of annual Teachers' Day, please allow me to convey my utmost greetings and heartfelt gratitude to all the teachers in the world.

In my memory, Mr. Wang, my Chemistry teacher in high school, impressed me most in my past school years. At the time, I did rather poorly in Chemistry study, which made me very upset. Fortunately, Mr. Wang, a considerate and patient teacher, came to my rescue! He did not have bias against me, who have lagged far behind the others. Instead, he patiently analyzed the paper word by word and worked out an individualized plan for me. Highly motivated by this, I got interested in this subject, found the correct methods and managed to survive the competition with others.

I'll never forget the teachers who have dedicated all their efforts to helping me grow intellectually. Perhaps, I'll never have the chance to repay all that I have received from my teachers. But working even harder and making my due contributions to the society, I think, may be the most rewarding to my teachers!