

● 大学英语四级考试用书

英语 短文写作

● 福建科学技术出版社

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· 大学英语四级考试用书 ·

英语短文写作

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英语短文写作

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第一章 引 论

大学英语四级考试短文写作，分基本要求与较高要求两个水平。基本要求是“能按规定的题目和提示在半小时内写出 100 词左右的短文，基本上能表达思想，无重大语法错误”；较高要求则是“能在半小时内写出 120 词左右的短文，包括书信、文章摘要等，文理基本通顺。”它可能是命题作文、看图作文、续主题句作文、给主要词作文或规定情景作文等。这就决定了大学英语四级考试短文写作的特有原则：不仅要有一般写作的共性，而且要有区别于一般写作的特性。因此，要求学生要多阅读，要拥有一定的英语词汇量，要掌握必需的语法知识，要能正确地遣词造句，要懂得运用必要的修辞手段，要善于构思短文的结构，还要学会写不同体裁的短文。

一、英语短文写作四原则

英语写作的一般原则是统一性、连贯性和强调性。然而，对大学英语四级考试短文写作来说，由于它受时间和篇幅的制约，因此，简明性就自然而然地成为其第四原则。也就是说，短文写作除了要求统一、连贯、强调之外，还要洗练、简明。

（一）统一性

统一性原则要求整篇短文只有一个中心思想，短文的各部分都应阐明这一中心思想服务，要和它一致。提笔写短

文时；首先要问一问自己，这篇短文的中心思想是什么？要解决什么问题？中心思想有了，就可进一步安排短文的各部分内容，使之能更好地发展这一中心思想，将无关的、不一致的段落和词句删掉，或进行改写，以求全文统一。请看下文：

The Scattering of Seeds

Seeds are scattered in many ways. Birds help to carry them. Animals sometimes carry seeds in their hair, and drop them here and there.

The burrs are seed holders. We all know how these stick to our clothes. Have you ever thought that when you pick them off and throw them away you are scattering seeds?

The down of the thistle, milkweed, and dandelion seeds makes little fluffy balloons. The wind takes these balloons on long journeys.

There are seeds that roll when they fall. There are a great many of these. How many can you name?

Some seeds are carried from their homes by water.

The seeds of the maple, elm, pine, fir, and ash have wings. We have often seen them flying through the air. The wind helps to scatter these, and often carries them far from where they grow.

When a seed falls to the ground, as long as the earth is cold and dry it lies as if it were dead. But as soon as the spring comes, and the sun warms the earth, the little plant awakens.

上文第一句“Seeds are scattered in many ways.”已明确表明全文中心思想是播种的方法，后面各段都是为了发展播种

方法这一中心思想服务的, birds, animals, burrs, down, wings, water, wind 都可以进行播种, 全文意思统一。

(二) 连贯性

连贯性原则要求作文的各部分形成一个有逻辑的整体, 而且文理通顺。每篇作文都应该有一个中心思想和许多支撑部分, 这些支撑部分在文中并非胡乱撒开, 而是有机地联系在一起, 自然地发展。不连贯的文章就不能很好地表达主题思想。请看下文:

There are reasons why I like to fish. I enjoy the pull of a big fish at the deep waters of the lake. I don't like him close to shore among the weeds. The hope of catching a big one lures me to the less-known pools and the cool waters near some underwater rock. I like the quiet under the open sky away from the weekend campers and vacationers. I prefer the last reason.

此文读来, 总感到诘屈聱牙。如果用上一些连接用语, 则感文句流畅, 试比较:

There are three reasons why I like to fish. First, I enjoy the pull of a big fish at the other end of the line. Moreover, my enjoyment increases if the fish is in the deep waters of the lake, rather than close to shore among the weeds. Second, the hope of catching a big one lures me to the less-known pools and the cool waters near some underwater rock. Finally, I like the quiet under the open sky away from the weekend campers and vacationers. Of the three reasons, I prefer the last.

可见连接用语对文章连贯性起着重要作用。常用的连接用语有: and, similarly, firstly, for example, that is, therefore,

of course, in short 等。

(三) 强调性

强调性原则要求体现主题的词句要占据全文最重要的地位。而最重要地位通常指全文的开头或结尾。例如,“The Scattering of Seeds”一文,其中心思想是第一句。而末尾以“播种的种子变成什么?”这样的问题结束,这显然是读者最关心的。因此,文章的首尾都是强调的位置。

另外,强调性可以通过篇幅来体现。把大量的篇幅赋予某一内容,实际上则对该内容起强调的作用。下面“The Bird of Paradise”一文正具有此特点。

The Bird of Paradise

One of the largest of these islands, called New Guinea, and a few small islands near it, are the home of the splendid Bird of Paradise. These birds live nowhere else. The natives call them God's Birds, because they think them more splendid than any other that he has made.

The head and neck of the Bird of Paradise are as soft as velvet, and of a golden tint, that changes, while you are looking at it, into all the colours of the rainbow. Its tail is a magnificent plume of fairy-like feathers, partly white and partly yellow, so that you might think they were made of silver and gold. This plume is very much longer than the body, and makes the bird appear larger than it is; for in reality it is only about the size of a pigeon.

We can hardly fancy a flock of these beautiful birds upon the

wing, floating at their ease, or pursuing the insects of various kinds that serve them for food. But this is no uncommon sight in that land of flowers and spices—a land that seems exactly fitted to be the home of the Bird of Paradise.

But there, as in all tropical countris, there is season of rain and storm. Then the birds disappear, as the swallows do with us, and seek some sheltered place. But when the rain is over, and the spices in the woods breathe out fresh fragrance, they return to their old haunts, and the gay plumes of the male birds may be seen glittering amongst the trees as before.

该文以鸟之家为开始,结束于它们的迁徙习惯。中间用大量篇幅对其外表进行描绘,这也就是强调了鸟外表的美丽。

(四) 简明性

大学英语四级考试短文写作,要求在半小时内用 120 词左右成文,因此,必须力求简短和明确,必须用较少的词量表达较多内容。这就决定了“简明性”成为短文写作必不可少的原则,任何繁冗和松散、累赘和多余都是忌讳的。例如:

My friend arrived in the morning, and I took him to the nearest hotel, and there we had breakfast together.

句中有 3 个主语, friend, I 及 we, 松散、冗长。其实,主要主语乃是 I, 写成下式较为妥当:

My friend having arrived in the morning I took him to the nearest hotel where we had breakfast together.

定语从句使用不当,也会出现安排松散的现象。例如:

The teacher gave me a book which was purchased in a book-shop which is in the city.

此句完全可以写成: The teacher gave me a book purchased in a bookshop in the city.

还要避免同义重复, 例如:

The land has been dried up many days, and there is no water to be found. 句中“there is no water to be found”完全是多余的。又如:

He returns back after a long absence.

句中 back 是一种不必要的重复。另外, 还要避免“绕弯表达”, 例如:

He is one of that bespectacled species whose profession is characterized by the slope of the shoulders, the solemnity of his countenance and the profoundness of his learning, meaning; he is a professor.

这是个典型的“绕弯”例子。“绕弯”是不适合于短文写作的。

现在让我们读一读下文:

The Way to Achieve Success

Many people say that they owe much of it to the cultivation of certain good habits in early life. In forming good habits, I think we should pay attention to four things, that is, honesty, industry, enthusiasm, and thrift.

“Honesty is the best policy”. This is a proverb to which we must pay attention with. when we are honest, people will not be dishonest to us.

Industry gives every man and woman proper work to do. To do nothing is to ruin oneself.

Enthusiasm is a great force. One's soul will expand if one devotes oneself to a noble cause. The difficulties in our way are tremendous, but what can we not accomplish, if with enthusiasm?

There are many proverbs which set forth the advantages of thrift.

These are the four things to which we must pay attention with. It is only by this way that we can achieve success.

这篇短文很好地体现了简明性原则。第一句提出撰写该文的目的,紧接着第二句就指出养成良好习惯的途径和条件,第二、三、四、五段依次展开论述;末句归结和强调了成功之路。

二、读与写的关系

多读才能有言可发,有论可议,有东西可写,才不致于言之无物,写不出啥来。“熟读唐诗三百首,不会作诗也会吟。”这句俗话就很能说明读与写的关系。而且,读的东西多了,就开阔了自己的视野,丰富了知识,从而扩大了自己所写文章的深度和广度。

其次是多练。如果只读不练,没有写作实践,也不可能一蹴而就。短文写作也是一个创作过程,需要积累经验,需要不断克服、改进自己的写作缺点,并学习他人的长处,以不断提高自己语言和文字的素养。而这些都只能通过多练才能完成。因此,读为写之本,写是读之花。只有多读和多练,才能写出好文章。

练 习

一、何谓短文写作四原则？

二、请读下文，并用英语扼要阐述 Ruskin 关于统一性的说法：

Composition means, literally and simply, putting several things together, so as to make one thing out of them; the nature and goodness of which they all have a share in producing. Thus a musician composes an air, by putting notes together in certain relations; a poet composes a poem, by putting thoughts and words in pleasant order; and a painter a picture, by putting thoughts, forms, and colours in pleasant order.

In all these cases, observe, an intended unity must be the result of composition. A payiour cannot be said to compose the heap of stones which he empties from his cart, nor the sower the handful of seed which he scatters from his hand. It is the essence of composition that everything should be in a determined place, perform an intended part, and act, in that part, advantageously for everything that is connected with it.

—John Ruskin

三、请用适当的词句补充下文，使之体现“连贯性”和“强调性”：

The Disadvantages of Telling A Lie

① _____ So far as I know, people who have ever played the trick of concealing the real state of things are

sooner or later detected. Once detected, what shame the teller of the lie is subjected to! Yet people never stop telling lies, as if the only means by which they could vie with each other in showing their craftiness were to deceive others. Why? Because they are too foolish to think about the inevitable results arising from their practice of saying what is untrue.

Besides being morally wrong, there are many disadvantages lying in the way of a liar. ② _____ he must have a good memory, lest he contradicts at one time what he said at another. ③ _____ he is always annoyed by his conscience, because he is in constant fear that his falsehood may be found out. ④ _____ a liar is never trusted and esteemed by others, and his words even when he speaks the truth, are not believed. ⑤ _____ and lastly, once a man has told a lie, he cannot help telling another one in order to hide the first, and then a third and a fourth, until the habit of lying is contracted. After that the victim will say something untrue even when he wishes to speak the truth.

These are some of the most obvious disadvantages resulting from telling a lie. If we want to be looked upon as honest we must always keep to the truth. ⑥ _____

第二章 用 词

一、英语词汇的特点

(一) 词汇的重要性

有这样一则关于英语用词的笑话：

Teacher: When was Rome built?

Tom: At night.

Teacher: Who told you that?

Tom: You did. You said Rome wasn't built in a day.

在笑话中，学生不解“Rome wasn't built in a day.”这个谚语的含义是“伟业非一日之功”，而把这句话中的 day 理解为“白天”，因而导出“罗马在夜里建成”这个笑话来。这是由于听话人词汇贫乏造成的。

词汇贫乏在交际中引出笑话来还是小事，有时还会惹出麻烦，甚至蒙受不白之冤，这就非同小可了。有这样一件事：在美国一处公园里，某君正在小径上散步，忽然前面走来一位妙龄少女，问他说：“Do you have the time?”此人会错其意，以为她在说：“你现在有没有时间陪我玩？”便兴奋地尾随这位少女，终于被警察训诫了一番。“Do you have the time?”与“Do you have time?”只一个定冠词之差，而意思却天壤之别。前者意为“现在几点了？”后者则为“现在有空吗？”一个定冠词 the 的忽略，招来个说不清的桃色纠纷，词汇重要性由此

可见一斑！

写作文是组词成句、组句成段、组段成章的过程。这里词摆在首位，没有一定量的词汇，作文就无从写起。那末，到底要掌握多少词汇才算足够呢？据语言学家们推算，一般人只须掌握 3000—5000 个的英语词汇，就可以表达 90—95% 的思想。大学英语教学大纲规定掌握 5000 词的基本要求是不无道理的。因此，词汇的重要性集中地体现在这些数量很少（只占总词汇量的 1—5%）、表意功能极大的常用词汇上。

（二）常用词汇特点

英语常用词汇的特点，归纳起来主要有：

1. 词的多义性（一词多义特点）。英语每个单词都有一个以上的词义——词的本义与转义、词汇意义与语法意义。如 power 这个单词，就有以下这么多意义：

（1）表示行动的能力。例如：

I will do whatever is in my power. （我愿尽力而为。）

In power of describing natural scenery he has no equal. （他描写自然风景的能力是无人可比的。）

（2）表示权力。例如：

the power of the government （政府的权力）

He has power over her. （他有支配她的权力。）

（3）表示体力。例如：

all the power of his muscles （他的全部臂力）

（4）表示智力、魄力、精力。例如：

Men are gifted with the power. （人类被赋予智能。）

（5）表示工作的动力、机动力或电动力。例如：

water power （水力）

rated power (额定功)

D. C. power (直流电源)

(6) 表示机械用途的工具、杠杆、轮等。例如：

power shaft (传动轴)

(7) 表示数学的幂次方。例如：

The fourth power of 2 is 16. (2 的 4 次方是 16。)

a to the third power (a^3)

(8) 表示光学方面的放大力。例如：

the power of lens (透镜的放大力)

amplifying power (放大率)

(9) 表示个人的感化力。例如：

My gratitude is beyond my power of expression. (我的感激非言语所能形容。)

(10) 表示世界上的强国。例如：

the conference of the powers (强国会议、列强会议)

Our country is a nuclear power. (我国是核大国。)

2. 词义的辐射性 (多义共源特点)。英语单词尽管一词有多种意义，变化多端，但都有一个中心意义。引出的其它次要意义都与这个中心意义有关，万变不离其宗。如上面所例举的 power 一词的中心意义就是“能力”，其他各词义都是从这个中心意义辐射出来的。了解英语常用词词义的这一特点，对驾驭英语词汇是十分重要的。

3. 词类的不定性 (一词多性特点)。英语单词的词类是不固定的。一个词可以是动词，也可以是名词、形容词或副词等。且不说实词具有这种特点，就连词性相对稳定的虚词也有这种不定性。如 “He walked down the hill.” 中的 down 是介词，词义是“沿着……往下”；而 “Three enemy planes were