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前 言

INTRODUCTION

在大学英语四级考试中,写作历来是考生的薄弱环节。从 1997 年起,大学英语考试凡写作单项未达到规定分数者,英语统考成绩即为不及格。目前作文考试采用最低分制,具体计算如下:(1) 作文为 0 分者:最后考试整体得分一律不及格。(2) 作文为 1~6 分者:最后得分=除作文外统计得分-6 分+作文实得分。这一评分原则体现了国家对提高大学生英语写作水平的高度重视。

这本书的编写目的是为了帮助广大应试者克服英语写作备考中的盲目性,以期在较短时间内取得明显的突破。本书共分三章,第一章是CET-4的写作要求及技巧,从审题、提纲、主题句、段落、篇章、文体等方面进行详细的指导;第二章着重探讨了CET-4的对比型作文的写作,因为几乎所有的作文都会涉及对比和比较;第三章CET-4写作常见专题及参考范文,将写作的范围圈定在20个专题之中,每个专题都提供了大量相关阅读材料和范文。

由于作者水平有限,难免挂一漏万,疏忽错误之处,敬请广大读者批评指正。

编 者 2002年3月

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CHAPTER I:CET-4写作要求及技巧

Unit 1

CET-4的写作要求及评分标准

一、基本要求

新颁布的英语教学大纲规定,基础阶段学生写作能力的基本要求为:能在阅读难度与课文相仿的书面材料时作笔记、回答问题、写提纲,能就一定的话题或提纲在半小时内写出 120~150 个词的短文,能写短信和便条,表达意思清楚、无重大语言错误。

二、评分标准

(一) 评分原则

- 1. CET-4 是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. CET~4 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. 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恰当地表达思想,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。

(二) 评分标准

- 1. 作文满分为15分。
- 2. 阅卷标准共分五等: 2 分、5 分、8 分、11 分及 14 分。各有标准 卷 1~2 份。
- 3. 阅卷人员根据阅卷标准,对照样卷评分,若认为与某一分数(如8分)相似,即定为该分数(即8分);若认为稍优或稍劣于该分数,则可加1分(即9分)或减1分(即7分)。但不得加或减0.5分。
 - 4. 评分标准:
 - 2分:不切题。条理不清,思路紊乱,语言支离破碎。
 - 5分:基本切题。表达思想不清楚,连贯性差。大部分句子均有错误,且多数为严重错误。
 - 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,连贯性较好。基本上无语言错误,仅有个别小错。

注: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。

- 5. 字数不足应酌情扣分:
- (1) 如题目中给出主题句、起始句、结束句, 均不得计入所写字数。
- (2) 只写一段者: $0\sim4$ 分; 只写两段者: $0\sim9$ 分。(指规定三段的作文)

从 1997 年起, 大学英语考试凡写作单项未达到规定分数者, 英语统考成绩即为不及格。

目前作文考试采用最低分制,具体计算如下。

作文为 0 分者:最后考试整体得分一律不及格。

作文为 $1\sim6$ 分者: 最后得分 = 除作文外统计得分 -6 分 + 作文实得分。例如:

某同学除作文外统计得分为 62 分,作文实得分 3 分。最后得分 = 62 - 6 + 3 = 59 分。作文在四级考试中的重要性由此可见。

(三) 英语评分实例分析

Directions: For this part, you are allowed thirty minutes to write a composition on Practice Makes Perfect(1997年1月). You should write at least 100 words and you should base your composition on the outline (Given in Chinese) below:

- 1. 怎样理解"熟能生巧"?
- 2. 例如:在英语学习中……
- 3. 又如……

Practice Makes Perfect

It is a famous saying that practice makes perfect. The truth of it is self-evident. The more you practice, the more skillful you will be. Moreover, you will find better ways of doing things. As everyone can see, practice helps us to be efficient.

When we study English, we have so much to learn, such as grammar, vocabulary. In order to learn it well, we need much practice. We must read a lot, write a lot and listen to a lot. Only through practice can we have a good command of it. Do remember to practice if you want to speak English fluently and express yourself freely.

Another case in point is typing. A good typist can type fast and accurately. But you will not be surprised at her performance if you know how much time she has spent practicing. Through practice, she has both her typing speed and accuracy to be improved.

It goes without saying that practice makes perfect. Since all of us have realized the importance of practice, why not put it into practice?

评析:本文最大的特点是文笔流畅,举例得当。作者在文中用了大量的连接词,如:moreover、as、when、in order to、if、but、since 等;第二段还用了一个 only 开头的倒装句,得到了很好的效果;文章的最后一句与标题遥相呼应,意味深长。

Practice Makes Perfect

There is a popular saying "practice makes perfect". This proverb tells us that consistent practice can result in perfect performance. Practice is of vital importance in doing everything.

Let me take as an example my personal experience in learning English. When I came to the university two years ago, I had great trouble with listening comprehension. I had difficulty in understanding what the teacher said, let alone following the tapes. This was obviously due to the lack of practice when I was at middle school. With the determination to improve my listening ability, I started to read English aloud every morning and listen to tapes and radio programmes every evening. My efforts paid of and in the final examination of the first term I got high marks in listening.

This proverb is also applicable in other fields. It is impossible for an athlete to break the world record without hundreds and thousands of times of exercise. A dancer's graceful movements are attributed to constant practice. Therefore, whatever we do, we should persist in it and keep on working until we are successful.

评析:这篇文章从解释谚语的意思入手,马上过渡到它在实际工作中的重要意义。之后,作者举出三个例子加以证明。从整篇文章看,作者能紧扣主题,过渡自然,例子详略得当,说服力强,文笔典雅流畅,是一篇考生值得模仿的文章。

Practice Makes Perfect

We all know that Practice Makes Perfect. But how to grasp its spirit is still a problem. When you first do a special job, you will find it is hard for you to complete it very quickly and correctly. The way to solve this problem is to practice. After some time, when you do it again, you will find you can do it better than before. It is because your practice makes perfect.

It is very important to remember many new words when you study English. At first, perhaps you can not remember so many new words in short time. Then you need practice. When you practice more and more, you will find it is not so difficult to remember new words, there is many rules in their spellings. The more you practice, the more rules you can grasp. Then you can easily remember new words.

For another example, if you are asked to play basketball, perhaps you've never toughed basketball before, perhaps you can not control the ball and can not shoot. That's not a problem. The success lies in practice. If you practice more, soon you can became a good player. You can control the ball freely and shoot precisely. If you don't trust it, just try it.

评析:整篇文章表达思想清楚,文字连贯,但有少量语言错误,如: "in so short time", "there is many rules", "remember", "toughed"等等。 另外,文章每段的字数都差不多,在详略安排方面,明显不如上两篇。

Practice Makes Perfect

I think nearly everyone of us knows the saying that Practice Makes Perfect, but how should we understand it? Have you ever felt it in your everyday life? The saying put an emphasis on practice. If you have a good way to do a thing, you just need a lot of practice according to your method and you'll succeed.

For example, in our English studies, the saying is very useful. Howen clever you are or whatever a good way you are studying in, if you can't keep on your study every day, the final result will not be satisfying. On the contrary, I think the methods everyone takes in learning English will not have many differences. Those who finally became excellent in English are the people who had a good persistence and never stopped listening, speaking, reading and writing English.

The saying that Practice Makes Perfect is verified in many things. If you observed carefully, you can find it in your everyday life.

评析:此文表达的思想还比较清楚,文字也较连贯。不足之处是有的地方表达的准确性还不够,文中还有一些语言错误,如第一段中的"The saying put an emphasis…"是一个主谓搭配错误;第二段中的Howen 是拼写错误。

Practice Makes Perfect

It's often said that Practice Makes Perfect. The saying means if you pay plenty of practice and make many efforts on one job, at last you will get perfect on doing it and gain mulch experiences.

Generally speaking, It's impossible for a person to get very familiar to each new thing initially. For example a for years ago, when you began to study English, you might feel unaccustomed, And even a very short word only including two or three letters is hard for you to remember. However, after study and practise year by year, you can now retell a rather long word including more than ten or even twenty letters with only one sight. What's more, in other areas of your life practice is imperative.

We can hardly do things well without practice an preparedness. Therefore, we can say practice is necessary and can't be ignored.

评析:文章基本通顺,但有些地方表达不够清楚,如:第一段第二句和第二段最后一句;且有相当多的语言错误,有的还比较严重。

Practice Makes Perfect

"Practice makes perfect" often be said by people. It's to say that if we do one thing many times then we can do it well. Although we may do it bad at once, but through sometimes we must can do it perfect.

So, The English learning is the same. In order to improve our English level we must do many exercises and recite many words. On other side, if we speaking more, we will learn English speaking better.

Other thing also like this, such as type. One typist perherps only can type 40 words in one mintue, at once. But through practice this recorder can improve to 100 words in one mintue. and some more perfect, they can type 150 words in one mintue. Therefore "practice makes perfect" suitable everything.

评析:文章基本切题,但有较多的严重语言错误。作者的语言表达 能力明显跟不上所要表达的思路。

Practice Makes Perfect

As we all known, practice makes perfect what's the means? I think it is said if you do more practice, you can found a good method to do all practice easily.

For example, in the English study, if you do more exercise. remember more words. At last you will found all the exicise is easy to

do. it seemed that you do it ever no matter how hard the exericise.

Another. in the live of us. There are somebody who seemed can do everything what's the reason, it just because they do it ever. They do the practice for many times so they can do it easily.

So practice makes perfect.

评析:文章句子不连贯,语法错误相当多,通篇找不出一个完整无误的句子,并且许多地方的错误还很严重。可以看出考生基本上还没有英语书面表达的能力。

模拟习题

从内容和语言两方面分析以下文章,并从中找出以下判分的依据。

Directions: For this part, you are allowed thirty minutes to write a composition on the topic "Do Lucky Numbers Really Bring Good Luck". You should write at least 120 words and you should base your composition on the outline (given in Chinese) below:

- 1. 有些人认为某些数字会带来好运。
- 2. 也有些人认为运气和数字无关。
- 3. 试说明你的看法。

Do "Lucky Numbers" really bring goods? Some one believe it. Some one not. For one, the normal thought is that "13" is an unluckly number, you will see some people stay at home that day. At same time, a club is founded to against this sense, the clubers do anything at 13th every months. In China, there are same things happened.

Lucky numbers have nothing to do with good luck. The human and circulment is the key to luck. A man wants is unbelieve. Numbers can out bring good luck, only you can make yourself good luck.

5 Doints

Now adays more and more poeple think that a certain number will

give him a good fortunate, while others are opposive it. As a college student, I regard it no relate between the number and the luck.

On the side of science, a single number is not represent to any other means. In the wester, people don't like the number of thirteen, even when there are thirteen people on the table, they will invite another one who they don't know to lave dinner all together. It's just a thought that the number thirteen will give them bad tuck. It's no reason for any one who believe the number bend to the luck to tell the bend exist. Most of them think the pronouciation are the same, but what's more? When they say; "eight" to "make a funtion", what is the more reason and why they are the same.

Though sometimes a certain number always make me a good luck. I don't think the number give me the luck. There are two things.

Some people believe that some numbers can bring good luck, but others believe that numbers have nothing to do with luck. I think that numbers have nothing to do luck. Some people believe that some numbers can bring good luck. Only because they believe that numbers are connected with the belief, for example, 8 means earning a lot of money which fuit the mind that people want to earn a lot of money. Second 6 means that you have no obstacle in doing something but these are only supposed in fact the supposions are wrong the numbers can not bring good luck confimly. So numbers have nothing to do with luck.

We will meet with a lot of numbers in our daily life. Some people think that some numbers will bring luck to them and consider others to be bad. For example, "8" is often looked as fortunate, while "13" is always disliked. There are also some people that don't care of numbers,

they think that luck has nothing to do with figures.

I agree with the latter. Life is controlled by yourself. A figure is just a figure. We should have a scientific attitude toward it. And fortunaty is often for those who are ready for it. So whether it is lucky or not is all up to you. We should study or work hard all the time. So we won't miss, any chance when it comes to us. In a word, as long as you do your best, you will succeed sooner or later.

Some people take it for granted that some lucky numbers can bring good luck. For instance, the so-called luck number "8" is widely used now. Some people think that "8" can bring good luck. It can make them earn a lot of money so that they can be very rich.

Yet, other people don't think so. They say that numbers have nothing to do with luck. They consider numbers a kind of tool used for counting. They are anything but mystery. On the contrary, they laugh at those who think numbers can bring good luck….

I am in favor of the latter. I think our society is very modern now. We mustn't depend on numbers to fulfil our wishes. Numbers are only some simple words. They shouldn't be considered mysterious. We should work hard and create our own fortune instead of using lucky numbers and doing nothing.

Unit 2 CET - 4 的写作技巧

一般来说,四级考试的作文都有一定的共性:考试时间为 30 分钟,写作字数为 120 个单词左右,考题的类型主要有给出段首句作文和提纲式作文两种,题材以议论文为主,内容大多涉及当前社会上和校园里比较热门的话题或问题,布局则是三段论或两段论。考生应该在考试前有较充分的准备,对考试的要求有精准的把握,对考试的类型有相当的训练,从而做到胸有成竹。

要获取写作高分,这样的训练是必不可少的,因为它不仅使你对四级写作的"定式"有很好的把握,而且它还让你增加了信息量,锻炼了思维能力,特别是可以消除你将来在写作中可能要犯的种种错误。

对于一些社会上和校园里的热门话题要有一定的敏感性,平时应 多收集这方面的材料。只有在信息充分、思维合理的基础上才可能写 出像样的作文,如最近应关注的话题:

- 1. 新世纪的展望
- 2. 道德与法律在现代社会中的作用
- 3. WTO 与中国老百姓
- 4. WTO 与中国教育
- 5. 奥运会与我
- 6. 艾滋病的传染与预防
- 7. 怎样成为复合型人才
- 8. 基础课程对专业课程的意义
- 9. 男女生的交往

除了常见的题型之外,还特别应该注意应用文方面的训练。如:邀请信、求职信、通知等。笔者认为,今后的写作方向有可能进一步朝实用型方面发展。对于相关题材,特别是格式应有较全面的了解。

一、审题

审题是英语四级写作中最优先、最关键的步骤,它决定了文章的立意、题材和内容,影响到接下来文章的布局和行文,直接关系到最终的作文得分。所谓审题,就是对题目的要求及其相关信息进行充分酝酿和仔细推敲以确定文章的主题、体裁、内容等。对题目要求准确而完整的理解是审题的基础。在考试中,由于时间有限和心情紧张,有的考生往往不能够对作文所提供的主题、范围、重点、要求等进行快速、全面的掌握;有的连字数和时间要求也忽略。不少考生是在审题中拿不定主意从而耽误了时间或在审题中对所给信息理解不全、不准,思考不当,最终使自己的作文要么没有写完,要么离题太远。

那么,怎样才能进行快速、全面而又准确地审题呢?

由于四级写作的时间只有短短的 30 分钟,主要目的是考察考生的英语写作基础,所以对考生语言能力的重视要远远超过于思想内容。因此,一般来说,文章的题目、素材以及写作的具体要求乃至大体的布局都是比较清楚的。考生应紧紧抓住这些重点来进行审题;对于以图片或数据为素材的作文,考生应紧扣主题,从图片或数据中找出相关信息或规律,从而准确地完成审题的各个环节。

下面就一些实例对如何审题进行探讨。

例 1:

Direction: For this part, you are allowed thirty minutes to write a composition on the topic: Getting to Know the World Outside the Campus. You should write at least 100 words and you should base your composition on the outline (Given in Chinese) below:

- 1. 大学生了解社会的必要性。
- 2. 了解社会的途径(大众媒介,社会服务等)。
- 3. 我打算怎么做?

审题:在这个考题中,主题、题材和段落都是很明显的。考生只要 抓住每段的关键词、有条理地展开即可:第一段要说明"必要性",思路