

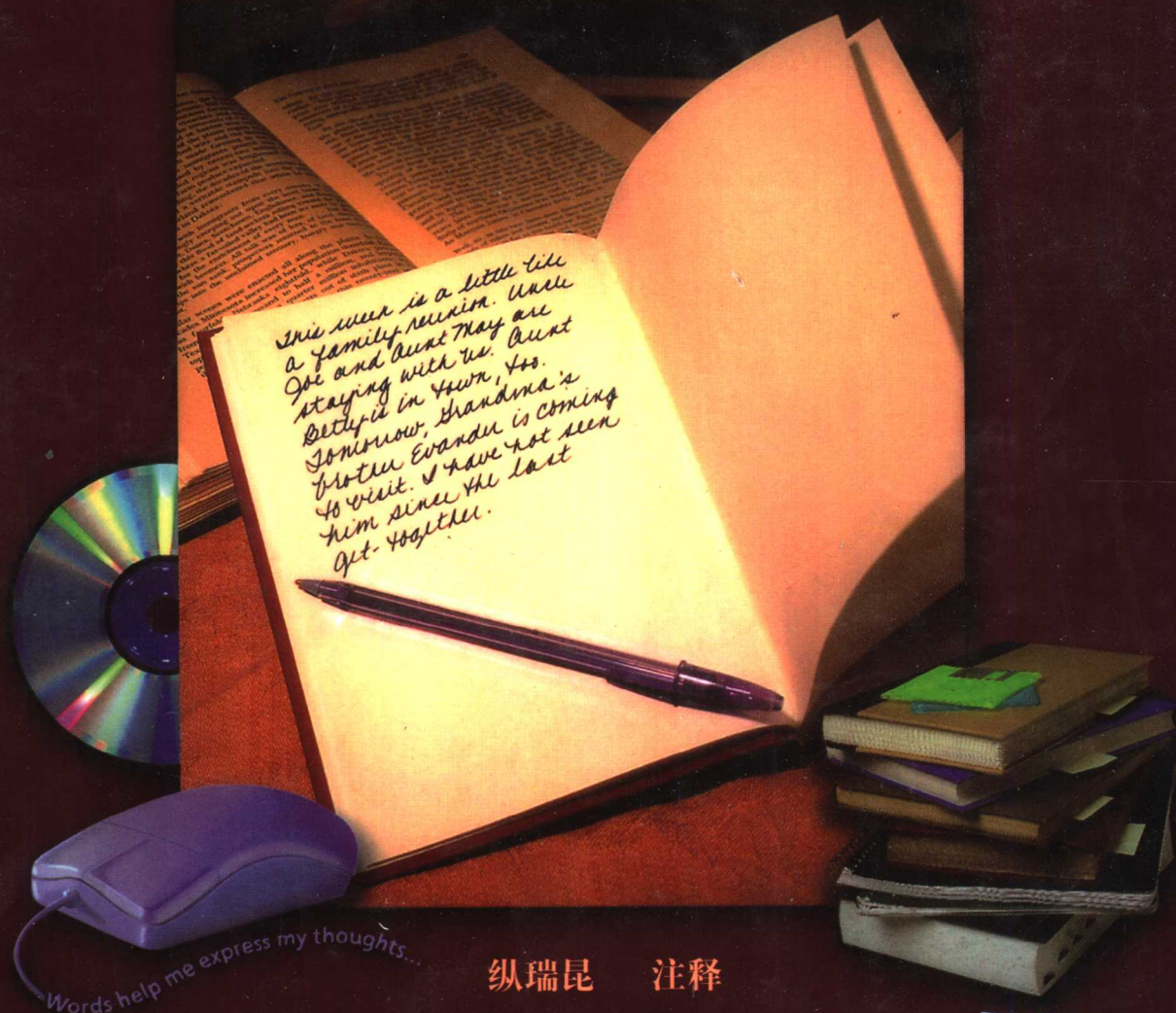


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英 语 写 作



纵瑞昆 注释



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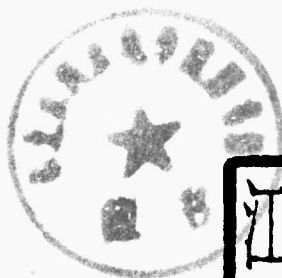
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A Note to the Student

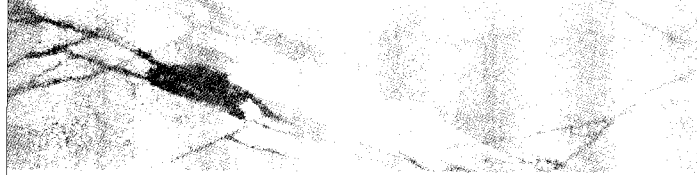
The purpose of this book is to help you develop your writing skills to succeed in school and in today's world. You will learn to use the writing process, and you will strengthen your composition skills. You will learn about the parts of a paragraph and an essay. You will learn about different kinds of sentences, and how to capitalize and punctuate them. You will also learn about nouns, pronouns, verbs, adjectives, and adverbs. Writing to express yourself, make somebody laugh, or present your own ideas, can help you communicate your ideas. *English Composition* will lead you down the path to better writing.

This book will walk you through the steps of the writing process. It will show you how to prewrite, draft, revise, edit, and publish your work. The Writing Process section in this book explains *when* you need to do each step and *how* to do it. It provides detailed instructions, explanations, and practices, so that you can create a paragraph that you can feel proud of.

Practicing how to write paragraphs will help you build successful essays. A simple essay is a chain of five good paragraphs. Just as The Writing Process shows how you can transform a general idea into a complete paragraph, it applies to a series of paragraphs as well.

In addition to the Writing Process section, this book introduces different types of writing, and it gives you an opportunity to practice each of them. You will learn to use paragraphs to give information or tell how to do something. You will learn how to write clear descriptions and opinions. By the time you finish this book, you will know how to write notes, letters, book reports, and test answers. You will even be familiar with writing stories and poems.

All through the book, you will find notes in the margins of the pages. These handy notes are there to help you. Sometimes, they lead you to the page on which something is explained in detail. Sometimes, they remind you of



something you already know. “The Writing Process” margin note offers information that connects what you are learning to The Writing Process. It provides a cross-reference that directs you to The Writing Process section for more information. “Brush Up on the Basics” connects what you are learning to grammar, capitalization, and punctuation skills. It provides a cross-reference that directs you to the Reference Guide for more information. “Think About It” asks an important question about what you learned. It gives you an opportunity to use what you have learned to answer the question. “English and Technology” connects what you are learning to technology. A Test Tip appears at the end of every chapter. It helps you to prepare for and succeed on tests.

Watch for the study aids throughout the book. At the beginning of every chapter, you will find **learning objectives**. These will help you focus on the important points covered in the chapter. You will also find **Words to Know**, a look ahead at the vocabulary that you will find in the chapter. Finally, you will find a **Chapter Summary** at the end of each chapter before the Chapter Review. The summaries help you to make sure you understand the skills you have just learned.

Everyone who put this book together worked hard to make it useful, interesting, and enjoyable. The rest is up to you. We wish you well in your studies. Our success is in your accomplishment.

The Writing Process 写作过程

Chapter A Prewriting

Chapter B Drafting

Chapter C Revising

Chapter D Editing

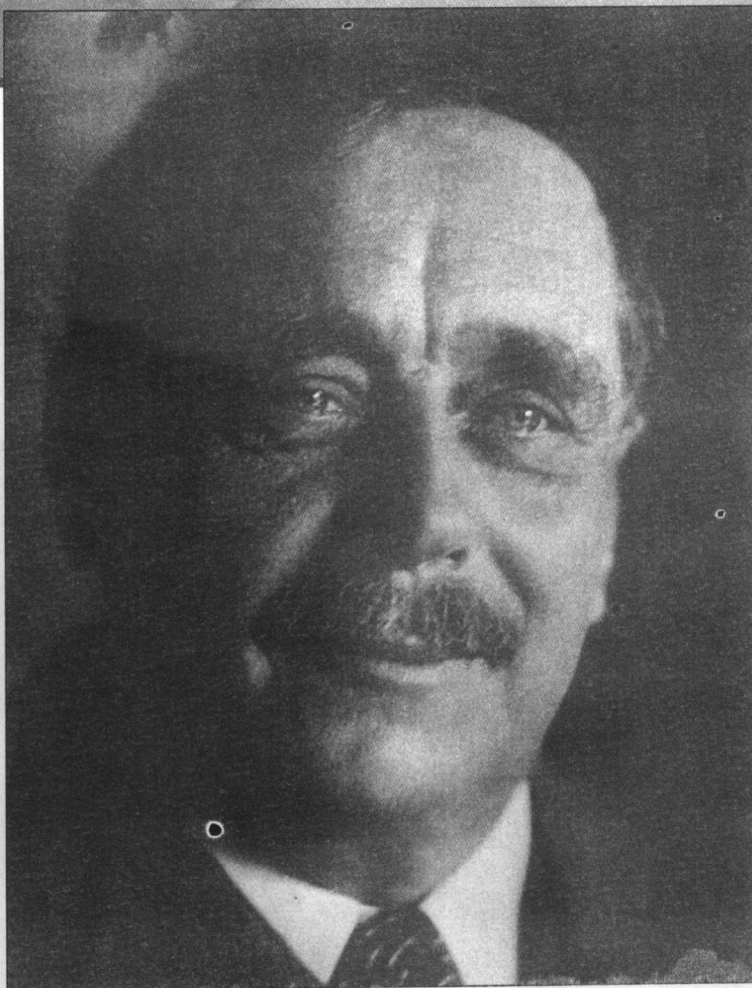
Chapter E Publishing



Good plans are the first step of the building process. Workers follow the plans at each stage of the work. Planning is an important first step in writing, too. What kinds of things do you think writers plan?

Ideas for writing can come from many sources, like science and your own imagination.

H. G. Wells (1866–1946) studied to be a scientist. Later, he used his scientific knowledge in his writing. Wells became famous when he wrote *The Time Machine*. This science-fiction novel tells about a man who travels into the future. Wells also wrote *The War of the Worlds*. It is a story about aliens from Mars that land on Earth. The Martians invade Earth and try to take it over.



Learning Objectives 学习目的

- Understand a writing assignment.
- Brainstorm ideas for writing.
- Choose and focus a topic for writing.
- Gather supporting details for an assignment.
- Use an outline to organize details.

Words to Know 词汇

<u>writing process</u>	a five-step process for writing that includes prewriting, drafting, revising, editing, and publishing
<u>prewriting</u>	the planning stage of the writing process
<u>writing assignment</u>	a writing task
<u>topic</u>	the subject of a piece of writing
<u>brainstorming</u>	working with others to list ideas for writing
<u>main idea</u>	the point a writer wants to make about a topic
<u>details</u>	all the small parts of something that make up the whole
<u>outline</u>	a plan that shows how a main idea and its details connect to each other

writing process 写作过程
(写前准备、计划、修改和发表)

prewriting 写前准备
assignment [ə'sainmənt]
n. 任务

topic ['tɒpɪk] n. (文章的)
题目, (节、段的) 主题

brainstorming 集思广益

detail ['di:teɪl] n. 细节

outline ['aʊtlaɪn] n. 提纲

Think About It
思考题

Why is it important to make a plan before you start writing?

Writers turn words into sentences and paragraphs and then into essays and stories. To do so, they follow certain steps. These steps are called the **writing process**.

Prewriting is the first step of the writing process. It is a time for thinking and planning before you write. This is an important step in the writing process. It makes writing easier because you do a lot of the work before you even begin to write.

You will often get a **writing assignment**. The writing assignment asks you to complete a writing task. During prewriting, read the assignment carefully. Make sure you understand what to do. That way, you can plan a piece of writing that fills the assignment.

Read the following assignment. What does the assignment ask you to do?

Decide what your favorite kind of music is. Write a paragraph that explains why you like this type of music. Give three reasons for your choice.

The key words in the assignment are underlined. These key words will help you plan your writing. First, the assignment gives a broad writing **topic**, or the subject of the piece of writing. In this case, the topic is *your favorite kind of music*. Next, it tells you to *write a paragraph that explains*. Finally, the assignment tells you to *give three reasons for your choice*.

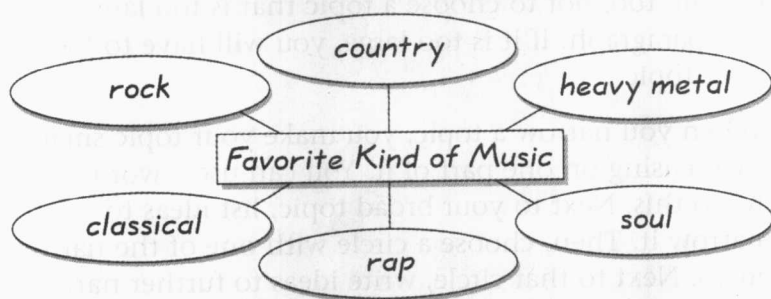
Writing Process Activity 写作实践

On a separate sheet of paper, copy the following assignment. Underline the key words. Write how the key words help you to plan your writing.

Write a paragraph about your favorite kind of movie. Explain why you chose this kind of movie. Give three reasons for your choice.

Brainstorming is one way to find writing topics. To brainstorm, you work with a group to list as many ideas as you can think of. Use a word web, like the following one, to put your ideas on paper. At first, do not judge or limit your ideas.

The first assignment on page WP4 asks you to write about your favorite kind of music. The following word web shows how a group of students brainstormed ideas for this topic. Notice how the students put the topic they are asked to write about, Favorite Kind of Music, in the center rectangle. Then, they put their favorite kinds of music in the surrounding circles.



When you finish a word web, think carefully about your ideas. Cross out any ideas you do not want to write about. Place a star next to the one that interests you most.

Writing Process Activity 写作实践

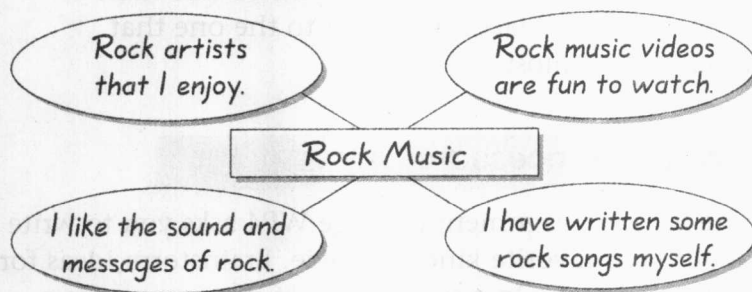
The second assignment on page WP4 asks you to write about your favorite kind of movie. Brainstorm ideas for this paragraph. On a separate sheet of paper, make a word web. Put the topic you are asked to write about in the center rectangle. Then, put your favorite movies in the surrounding circles. Cross out any ideas that you do not want to write about. Use a star to mark the topic you like most.

A-3 Focusing the Topic 突出主题

Once you choose a topic, you need to focus it. When you focus your topic, you make sure that everything you write has to do with your topic. Have you ever looked through a camera that is out of focus? Think about how hard it is to understand what you are looking at. As you focus the camera, things become clearer and easier to see. The same thing happens when you focus your topic. It becomes clearer and easier to understand.

To focus, or narrow, your topic, ask yourself if your topic will work for the assignment. Decide whether you have enough to say about the topic to fill a paragraph. If not, you might need to choose a different idea. Be careful, too, not to choose a topic that is too large for one paragraph. If it is too large, you will have to focus your topic.

When you narrow a topic, you make your topic smaller by focusing on one part of it. You can use a word web to do this. Next to your broad topic, list ideas to narrow it. Then, choose a circle with one of the narrow ideas. Next to that circle, write ideas to further narrow the one in the circle you chose. Put a star next to your favorite idea. This can be the topic of your paragraph.



Writing Process Activity 写作实践

Think about the topic you chose for your paragraph about movies. Use a word web to focus the topic.

You have a topic to write about. Now you need to think about what you want to say about the topic. This will be your **main idea**. The next step is to gather **details**. They are often called supporting details. These details support the main idea of the paragraph.

Usually you will need at least three details to support your main idea. You can include more, though. The important thing is to give enough examples so that your ideas are clear.

To gather details, first list your main idea on a sheet of paper. You may already know something about the topic you will write about. If so, you can list the supporting details that you want to use in your paragraph.

Topic: Rock is my favorite kind of music.

Main Idea: I like the sound of rock music and the messages in the songs.

Supporting Details: The lyrics tell about real-life situations. The ideas in the songs make me think. Rock music has a good beat that I can dance to.

Notice how the student used details to support the main idea.

Writing Process Activity 写作实践

Look at the movie topic you chose to write about. On a separate sheet of paper, list several details to support your main idea.

The Writing Process 写作过程

Why is it important to focus the topic before you gather details? (See The Writing Process, page WP6.)

lyrics ['lɪrɪks] *n. (pl.)* 歌词

A-5 Taking Notes 记笔记

Taking notes helps you to keep a record of the information you find. One way to take notes is to answer the *wh*- questions. The *wh*- questions are *Who?* *What?* *When?* *Where?* and *Why?* As you look through books, magazines, and the Internet ask yourself the *wh*- questions. The answers to these questions are usually important details.

One student read the following paragraph in a book about rock music. Her notes are shown below.

English and Technology

英语写作与电脑编辑

You can always use a word-processing program to save and organize your notes.

Bob Mitchell and The Rockets was a famous rock band. Their song "Rock and Roll Around the World" was recorded in 1964. It was the band's first worldwide hit. Young listeners felt that the song said what they were thinking and feeling.

Who was the first famous rock band?

Bob Mitchell and The Rockets

What did they do?

recorded "Rock and Roll Around the World"

When was it recorded?

in 1964

Where was it a rock hit?

worldwide

Why was it such a big hit?

It said what young listeners were thinking and feeling.

Writing Process Activity 写作实践

Think about the kind of movie you want to write about. Use the *wh*- questions to take notes about that kind of movie. Write your notes on a separate sheet of paper.

Once you have enough details, you need to organize them. A good way to organize details is to create an **outline**, or a plan that shows how a main idea and the details connect to each other.

Look at the following outline. Notice that the writing topic is listed first. It has the Roman numeral I next to it. The main idea is listed next. The capital letter A shows the main idea. Finally, each detail is listed under the main idea. The details are numbered from 1 to 3.

I. Rock is my favorite kind of music.

A. I like the sound of rock and the messages in the lyrics.

1. The lyrics tell about real-life situations.

2. The ideas in the songs make me think.

3. It has a good beat that I can dance to.

This sample outline is for just one paragraph. Sometimes, you will have to write longer pieces. Then, you can add more sections to your outline.

Writing Process Activity 写作实践

On a separate sheet of paper, organize your ideas about your favorite kind of movie. Use your topic, main idea, and supporting details to create an outline.

Brush Up on the Basics 知识巩固

Use complete sentences when you include details in your writing.
(See Grammar 1 in the Reference Guide.)

Summary 总结

Writers follow a series of steps called the writing process.

Prewriting is a time for thinking about and planning what you will write.

During prewriting, make sure you understand your writing assignment.
Look for key words that will help you plan your writing.

Brainstorming is a way to find a writing topic. Brainstorming means
thinking about and listing different ideas.

Choose a writing topic that fits the assignment. You may have to focus,
or narrow, your topic to cover it in one paragraph.

Once you have a topic, think about what you want to say about the topic.
This statement is the main idea of the paragraph.

Gather details to support the main idea of a paragraph. When taking
notes, answer the *wh-* questions to find important details.

Make an outline, or plan, before you write. Use the topic, main idea, and
supporting details as the parts of the plan.

topic

details

main idea

prewriting

outline

brainstorming

writing assignment

writing process

Vocabulary Review 词汇复习

Match each term in the box with its meaning.

Write your answers on a separate sheet of paper.

1. the planning stage of the writing process
2. thinking about and listing ideas for writing
3. the small parts that make up the whole
4. a plan that lays out the main part of your writing
5. what your topic is about
6. a writing task that is given to a student
7. the subject of a piece of writing
8. a five-step process for writing

Chapter Quiz 本章检测

Complete the following items. Write your answers on a separate sheet of paper.

1. Why is it important to read the assignment carefully before you begin to write?
2. How would you use brainstorming to find ideas for writing?
3. Why is it important to focus, or narrow, a writing topic?
4. What do details add to a piece of writing?
5. What are two ways to find supporting details for a paragraph?
6. Why is it wise to make an outline before you begin to write?
7. How can an outline help you to organize your topic?

► Test Tip 测试提示

Read all of the questions first. Then, begin to answer the questions you are sure of.

Critical Thinking 独立思考

What are three reasons prewriting is an important step in the writing process? Write your answer on a separate sheet of paper.

Writing Activity 写作实践

Suppose you get an assignment to write a paragraph about your favorite movie. Prepare for the assignment by doing some prewriting. On a separate sheet of paper, begin with brainstorming. Write your main idea and gather supporting details. Then, create an outline for your paragraph.

Drafting is a time to get ideas down on paper.

Arthur Conan Doyle (1859–1930) was a doctor. He wrote drafts of stories while waiting for patients to come to his office. One day, Doyle created the famous detective Sherlock Holmes. Stories about Holmes became so popular that Doyle gave up medicine to write full-time. Two of his best-known Sherlock Holmes novels are *A Study in Scarlet* and *The Hound of the Baskervilles*.



Learning Objectives 学习目的

- Choose a purpose for writing.
- Identify the audience.
- Develop a first draft of a paragraph.
- Write a topic sentence for a paragraph.
- Write the body of a paragraph.
- Write a concluding sentence of a paragraph.
- Use a checklist to review your draft.