

北大版

全国高等教育自学考试专家指导丛书

英语写作基础考试指导与模拟试题

张孝民 李红梅 主编

英语专业



42

出版社

英语写作基础考试指导 与模拟试题

主 编 张孝民 李红梅

副主编 薛 永 张璇玑

北 京 大 学 出 版 社
北 京

图书在版编目(CIP)数据

英语写作基础考试指导与模拟试题/张孝民等编著. —北京: 北京大学出版社, 2002. 12

ISBN 7-301-06067-X

I. 英… II. 张… III. 英语—写作—高等教育—自学考试—自学参考资料 IV. H315

中国版本图书馆 CIP 数据核字(2002)第 100678 号

书 名: 英语写作基础考试指导与模拟试题

著作责任者: 张孝民 李红梅 主编

责任编辑: 胡小园

标准书号: ISBN 7-301-06067-X/H·0814

出版者: 北京大学出版社

地址: 北京市海淀区中关村北京大学校内 100871

网址: <http://cbs.pku.edu.cn>

电话: 邮购部 62752015 发行部 62750672 编辑部 62752028

电子信箱: zpup@pup.pku.edu.cn

排版者: 兴盛达打字服务社 62549189

印刷者: 北京大学印刷厂

发行者: 北京大学出版社

经销者: 新华书店

850×1168 大 32 开本 5.375 印张 135 千字

2002 年 12 月第 1 版 2002 年 12 月第 1 次印刷

定 价: 9.00 元

前 言

本书是全国高等教育自学考试指定教材《英语写作基础》的辅导用书。

原教材重视写作技巧的讲授,强调实践对于本课程的重要性,讲练结合,抓住了“写作”这门课的特点。但由于教材是英文版,有些内容对中国考生来说不是那么容易理解接受,考生需要一本帮助他们学习、理解原教材的书,帮助他们分析考试的知识点与技能训练的要点,结合“写作”这门课实践性强的特点,最好再提供一些技能训练的机会,基于这个原则,我们组织编写了本书。在编写过程中,我们也特别注意到对原教材的指导不能像对待翻译教材那样,将所有的内容和例句都译成中文。事实上,我们知道,很多例句译成汉语后反而很难说明问题。比如第一章涉及的英语中的松散句和掉尾句的相互转换,如果依照汉语的表达习惯进行英汉翻译的话,则无法看出英文中这两种句子之间的差异。

该书的编写严格按照《英语写作基础自学考试大纲》的要求,注重基础知识的讲解分析与基本技能的训练,首先指出大纲规定的知识点,并对这些知识点加以分析,在此基础上把知识点用考试题型的形式表现出来,真正做到讲练结合。

本书的章节安排基本上与原教材一致,为使全书格式统一,结构清晰,分点分目详细,每章每节基本上按照以下格式编写:

一、为使考生对每章有一个整体的把握,在开始讲解每章的内容之前,先概括一下本章主要内容,包括内容要点、涉及的写作术语与写作方法(本章内容要点——概念术语——写作方法)。

二、每节的内容讲解是本书的核心,它按照考试大纲要求,分析该节的考查要点即考点分析。为增强考试的应战能力,每节都安排一项“本节命题题型及注意事项”。

三、在讲解完教材内容之后是教材课后练习的参考答案。为增

加考生的训练机会,最后给考生提供一些模拟试题及参考答案(考点分析——命题题型及注意事项——课后练习答案——模拟试题及参考答案)。

最后安排两个附录,一是对原教材后的附录的讲解,主要介绍英文中一些常用标点符号的用法及注意事项;二是生词表,因为原教材中的例句多是英文原著,生词量较大,有碍考生的学习和理解,为了方便考生更有效地学习,安排了该项附录。

此外需要指出的是,该书应用本人近年语法研究的新成果——“谓语—动词核心论”,帮助读者分析英语句子的错误结构,避免写出结构失衡的英语句子,这一新理论曾用于研究生考试的分析中,这次则是在写作教学中的一种尝试,由于编者能力有限,时间仓促,书中错讹之处难免,恳请使用本书的考生和同行们批评指正,我们将对此深表感谢!

编者

2002 年 4 月

目 录

前言	(1)
第一章 句子	(1)
第一节 句子种类	(2)
第二节 常见结构错误	(12)
第三节 灵活、简洁的句子结构	(49)
第二章 段落	(60)
第一节 写前准备	(61)
第二节 列提纲	(72)
第三节 主题句	(77)
第四节 统一性	(88)
第五节 连贯性	(91)
第六节 结束段落	(98)
第七节 段落的写作方法	(101)
第三章 摘要和应用文	(107)
第一节 概要写作	(107)
第二节 应用文写作	(115)
写作附录一	(138)
写作附录二 Vocabulary	(143)

第一章 句 子

本章内容要点:

本章着重讲述句子结构。考生通过对本章的学习,应达到以下三方面的能力:

1. 掌握各种常见的句子结构;
2. 识别并能改正常见的错误结构;
3. 利用所学知识,将结构单一,层次混乱的句子,通过不同的手段,改写成层次分明,结构灵活多样的句子。

概念:

- (1) 掉尾句(the periodic sentence)
- (2) 松散结构(loose construction)
- (3) 短句(the short sentence)
- (4) 长句(the long sentence)
- (5) 简单句(the simple sentence)
- (6) 并列句(the compound sentence)
- (7) 复合句(the complex sentence)
- (8) 并列复合句(the compound-complex sentence)
- (9) 串句(run-on sentence)
- (10) 破句(fragmentary sentence)
- (11) 错误平行结构(faulty parallelism)
- (12) 修饰语错置(misplaced modifiers)
- (13) 垂悬修饰语(dangling modifiers)

写作方法(如何写出灵活简洁的句子):

- (1) 使用修饰性短语(using modifying phrases)
- (2) 使用关系代词(using relative pronouns)

- (3) 合并句子, 删除赘词 (joining sentences and doing away with unnecessary words)
- (4) 合并短句 (combining short sentences)
- (5) 使用分词短语 (using participle phrases)
- (6) 使用副词开头 (using -ly word to open a sentence)
- (7) 使用不定式开头 (using to word group to open a sentence)

第一节 句子种类

一、考点分析:

本节着重对英语中各种常见句式的各自特点进行讲解, 并强调为了避免句子太短而影响写作上的流畅性, 要学会使用连词, 包括并列连词 (coordinating conjunction) 和从属连词 (subordinating conjunction)。

(一) 句子种类

1. 掉尾句 (the periodic sentence)

(1) 概念: 中心意思出现在句尾的句子。

(2) 结构特点:

掉尾句的特点: 在掉尾句中, 修饰语出现在句首, 中心意思出现在句尾; 修饰语可以是词组 (如介词词组或分词词组等)、状语从句或其他结构 (如不定式结构等)。掉尾句将句子的意义留到句末挑明, 这与松散结构 (loose construction) 有明显的区别。

松散结构的特点: 松散结构也叫做“松句”, 是一种组织松弛的句子, 它的组成部分可以比较自由地拆散, 在句中的某些地方可以随意停顿, 并且在语法上有一定的完整性。松句总是把主要的思想首先提出, 接下来是解释或充实它的细节; 松句基本上保持了自然的词序。简单句和复合句根据它们的成分和组成部分的排列都可以是松散结构; 主句在前, 从句或状语在后的复合句与并列复合句多半是松句。松句一般说来自然轻松, 流畅易懂。

(3) 松散结构与掉尾句的互相转换: 大多数的松散结构, 不论是简单句还是复合句, 都可以通过把状语或从句移至句首的方法来改

成掉尾句。例如:

例 1 William Shakespeare is one of my favorite writers. (loose sentence)

One of my favorite writers is William Shakespeare. (periodic sentence)

例 2 She decided to study English though she was interested in music. (loose sentence)

Although she was interested in music, she finally decided to study English. (periodic sentence)

例 3 What he wanted was to drink water. (loose sentence)

To drink water was what he wanted. (periodic sentence)

2. 长短句(the short and long sentences)

(1) 结构特点:

短句的特点:短句简练、明快、有力;

长句的特点:长句可以将比较复杂的逻辑思维表达得更加清楚。

(2) 使用短句:短句常用来表达重要的事实或意见(如建议等)。

例如:美国著名的黑人民权运动领袖马丁·路德·金的著名演讲《我有一个梦想》("I Have a Dream")中使用了大量短句,而且连续使用了祈使句式样的短句,表现出强烈的号召力和感染力。

例 4 Go back to Mississippi, go back to Alabama, go back to South Carolina, go back to Georgia, go back to Louisiana, go back to the slums and ghettos of our northern cities, knowing that somehow this situation can and will be changed. Let us wallow in the valley of despair.

(3) 使用长句:长句常用来表达理论或描述事物等。

例 5 I enjoy Christmas very much. I like shopping and decorating the tree, and I also enjoy giving presents. On Christmas Day, I love eating all the turkey, dressing and pumpkin pie. Finally, I look forward to being with the family and seeing my grandmother and nieces.

(4) 交替使用长短句:在文章中,长短句要经常交替使用,交叉

出现,但要使用得当,以便使文章达到预期的效果,给读者留下深刻印象的印象。

例6 We are not so easily misled by vision. Most of the things before our eyes are plainly there, not mistakable for other things except for the illusions created by professional magicians and, sometimes, the look of the lights of downtown New York against a sky so black as to make it seem a near view of eternity. Our eyes are easy to fool.

3. 简单句、并列句、复合句和并列复合句 (simple, compound, complex and compound-complex sentences)

概述:此四种句子是第一章的重点之一,学生必须理解并掌握四种句子的区别以及一些常用的并列连词和从属连词的用法。

(1) 简单句 (simple sentence):

概念:简单句是英语中最基本的句子类型。如果句子只包含一个主谓结构,而句子各个成分都只由单词或短语表示,它就是简单句(例7)。

形式:有时是一个主语,一个谓语(最典型的简单句)(例7);有时两个或更多的主语可以共有一个谓语(例8);有时两个或更多的谓语可以共有一个主语(例9);有时甚至可以有二个主语和二个谓语(例10)。

例7 I like collecting stamps.

例8 Her speech and performance moved the audience.

例9 The boy jumped out bed, dressed hurriedly and ran downstairs.

例10 The teachers and the students all liked the place and wanted to stay there a little longer.

(2) 并列句 (compound sentence):

概念:两个或两个以上的独立分句(即简单句)由逗号和并列连词(例11)或其他连接手段(分号)连接起来便构成并列句(例12)。

一些常用的简单并列连词:and, or, but, yet, nor, so, 和 for 等等,大家要注意这些连词的意义和用法。

例 11 Xiao Wang is coming here too tomorrow, so you might as well come with her.

例 12 I enjoy playing basketball; I hate playing football.

(3) 复合句(complex sentence):

概念:由一个简单句加上一个由从属连词引导的从属分句构成的句子,是(主从)复合句,其中主句部分是一句话的中心所在,是被强调的部分,从句部分由从属连词引导(例 13 和例 14)。

例 13 What he said is not true.

例 14 She looked both ways before she crossed the street.

连接词(复合句中要求大家掌握):引导名词性从句的引导词 that, who 和 which 等;引导形容词性从句的引导词 that, which 和 where 等;引导副词性(状语)从句的引导词 when, because, if, until 和 although 等。

(4) 并列复合句(compound-complex sentence):

概念:两个或两个以上的句子由并列连词连接起来,如果其中至少有一个是复合句,便构成并列复合句,即含有两个(或多个)单句和一个(或多个)从句的句子是并列复合句(例 15 和例 16)。

例 15 When I was young, I liked ice-cream, but my mother thought it was bad for my teeth and never gave me any.

例 16 In 1870's, when Marx was already in his fifties, he found it is important to study the situation in Russia, so he began to study Russian.

二、本节命题题型与注意事项:

1. 命题题型:重写句子

- (1) 把松散结构改成掉尾句;
- (2) 把多个短句合并成长句;
- (3) 把长句分解成若干短句;
- (4) 把单句用逗号和并列连词连接成并列句;
- (5) 把单句用从属连词合并成主从复合句

2. 注意事项:

- (1) 注意正确使用标点符号和句子开头字母的大写;
(2) 尤其要注意在主从复合句中, 当从句放在句首时, 中间要用逗号与主句隔开。

三、课后练习参考答案:

I. Key to Practice (P2—3):

2. When he wasn't chosen for the football team, he felt that the world had come to an end.
3. To do the job safely requires steady nerves.
4. As soon as it lifted off the runway, the plane began to shake noticeably.
5. To put out the fire, she filled a bucket with water.
6. Bursting into tears as she left the room, Jane walked out of his life.
7. One of my favorite poets is Emily Dickinson.
8. If you want to build a muscular body, there are many exercises to do.
9. For many people, summer is the most enjoyable season.
10. Because he had been trained in violin from an early age, he played it well.

II. Key to Practice (P8):

2. It was nearly dark when a roaring snowmobile appeared, running without lights, and hit Mrs. Clifford.
3. The store manager told the judge that he saw Louis carry an open purse, eye the perfume, and put it in her purse when the clerk turned around.
4. When Peg entered the room, he found Lisa lying on his couch, appearing to be asleep, whose long hair nearly touched the floor and on whose stomach was her cat, Tikky.

III. Key to Practice 2 (P8):

It was a dull day. It was a dark day. It was a soundless day. It was in the autumn of the year. The clouds hung oppressively low in the heavens. I had been passing alone. I was on horseback. I had been riding through a tract of country. It was singularly dreary. The shades of evening drew on now. At length, I could see the House of Usher. It was a melancholy house.

IV. Key to Practice (P14):

1. My son is studying computer science, but my daughter is majoring in communication.
2. We are watering the trees, for we don't have any rain for a month.
3. The children started arguing, so I made them turn off the TV.
4. At midnight my roommate closed her books, but I studied until 2 A. M.
5. We must plan our family budget carefully, for the price of food has risen recently.

V. Key to Practice 1 (P16):

1. English is offered only in the morning, while chemistry can be taken at night.
2. Because the movie disgusted the coach, he walked out after fifteen minutes.
3. After the house had been burglarized, Smith couldn't sleep soundly for several months.
4. When his vision begins to fade, he knows he'd better get some rest.
5. Before the storm hit the coast city, we crisscrossed our windows with strong tape.

VI. Key to Practice 2 (P17):

1. Although the muffler shop advertised same-day service, my car wasn't ready for three days.
2. Because the high-blood-pressure pills produced dangerous side effects, the government banned them.
3. After David lopped dead branches off the tree, Michelle stacked them into piles on the ground below.
4. Diana wedged her handbag tightly under her arm, because she was afraid of muggers.
5. Although Richard counted the cash three times, the total still didn't tally with the amount on the register tape.

VII. Key to Practice 3 (P18):

1. The boy, who was in a motorcycle accident, limps.
2. Joan, who is a champion weight lifter, is my neighbor.
3. The two screws that held the bicycle frame together were missing from the assembly kit.
4. The letter which arrived today is from my friend abroad.
5. The tall hedge that surrounded the house muffled the highway noise.

VIII. Key to Practice 1 (P19):

1. After he had worked at the construction site all day, Tom decided not to meet his friends at the dinner, because he was too tired to think.
2. When the projector broke for a second time, some people in the audience hissed, and others shouted for a refund.
3. Nothing could be done before the river's floodwater receded, so the townspeople waited helplessly in the emergency shelter.
4. When you are sent damaged goods, the store must replace

the items, or it must issue a full refund.

5. Sears had the outdoor grill I wanted, but the clerk wouldn't sell it to me because it was the food sample.

IX. Key to Practice 2 (P20—22):

1. I needed butter to make the cookie better, but I couldn't find any, so I used vegetable oil instead.
2. Because Gena had worn glasses for fifteen years, she decided to get contact lenses, so she would be able to see better and look more glamorous.
3. Before the children at the day-care center took their naps, they unrolled their sleeping mats.
4. Jack dialed the police emergency number, but received a busy signal, so he dropped the phone and ran as he didn't have time to call back.
5. Louis disliked walking home from the bus stop because the street had no overhead lights and it was lined with abandoned buildings.
6. When the rain hit the hot pavement, plumes of steam rose from the blacktop. Cars slowed to a crawl as the fog obscured the driver's vision.
7. When his car went through the automated car wash, Harry watched from the sidelines. Floppy brushes slapped the car's doors and sprays of water squirted onto the roof.
8. The pipes had frozen because the heat had gone off. We phoned the plumber, but he couldn't come for two days as he had been swamped with emergency calls.
9. My car developed an annoying rattle, so I took it to the service station. The mechanic looked under the hood, but he couldn't find what was wrong.

四、模拟试题及参考答案：

(一) 模拟试题：

1. 把下面的松散结构改成掉尾句：

- (1) What Tom wanted is to get the job.
- (2) She was sitting before the fire in a large armchair when they entered.
- (3) Canada is certainly a less violent place than the United States, since in the U. S. a violent crime is committed every thirty - one seconds, compared with one every four minutes in Canada.
- (4) The mist had lifted from the city below, and all the streets and open places were alive with noisy buyers and sellers, whose loud talking and disputing came up in a continuous hum, like the drone of swarm of bees.

2. 将下列短句合并为长句：

- (1) The little girl is sweet. She is considerate. She is lovely.
- (2) Mary went to the store. Julie went to the store. Marie went to the store.
- (3) Benjamin Franklin invented several things. One of them was bifocal glasses. Many older people wear bifocals. They help them to read better.
- (4) Doctor John Hayward is from the University of Victoria. Doctors Martin Collins and John Eckerson are from the same university. They developed a jacket. With this jacket people are able to survive in cold water.

3. 在下列并列复合句中填入恰当的从属连词、关系代词和并列连词。

- (1) _____ Clyde wants his parents to trust him, he will have to be more honest, _____ it will take some time to rebuild the trust.
- (2) The land in the foothills was selling cheaply, _____ it had lit-

the grass on it _____ was fit for grazing.

(3) Those new shoes _____ you wore to school looked comfortable
_____ please tell me _____ you bought them.

(4) Mr. Herboldt, _____ teaches Comparative Religion I, is well
educated, _____ most students _____ take the class learn a
great deal.

(二) 参考答案:

1. 参考答案:

(1) To get the job is what Tom wanted.

(2) When they entered, she was sitting before the fire in a large
armchair.

(3) Since in the U. S. a violent crime is committed every thirty-one
seconds, compared with every four minutes in Canada, Canada
is certainly a less violent place than the United States.

(4) As the mist was lifting from the city below, like the drone of a
swarm of bees the loud talking and disputing of the noisy buy-
ers and sellers, with whom the streets and open places were
alive, came up in a continuous hum.

2. 参考答案:

(1) The little girl is sweet, considerate and lovely.

(2) Mary, Julie, and Maria went to the store.

(3) Among other things, Benjamin Franklin invented bifocal glass-
es, worn by many older people to help them to read better.

(4) Doctors John Hayward, Martin Collins, and John Eckerson of
the University of Victoria developed a jacket to help in cold-
water survival.

3. 参考答案:

(1) If, but

(2) for, that

(3) that, so, where

(4) who, and, who