

● 杜曾荫 王海燕 主编

怎样准备?

高等教育英语 自学考试

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HOW TO

上海交通大学出版社

怎样准备高等教育 英语自学考试

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内 容 提 要

本书对高等教育英语自学考试中的重点、难点进行了归纳和总结,条目清晰,便于记忆;并结合典型例题对解题的思路和技巧加以指点,突出实用性,方便读者复习迎考使用。

书中选配了一定量的习题供学习者练习使用,书末的参考答案可供自测。

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前 言

随着我国改革开放的深入发展和综合国力、国际地位的提高,对外交往的日益扩大,外语在国家建设、国民经济中的作用愈来愈重要。各行各业、不同层次的部门对外语都有了具体要求,从而大大推动了外语的普及与提高。英语作为一种国际交流中普遍使用的语言尤显重要。

目前,用人单位大都对外语提出了不同的要求,因而成年人也就有了各类等级的外语考试。目前我国全国英语等级考试主要有:高等教育自学考试专业英语和公共英语、成人高教专科升本科的英语考试、在职科学技术人员职称外语考试、成人本科毕业生申请学位外语考试、在职人员申请硕士学位外语考试、中国科技人员出国进修外语考试(WSK)、商务英语(BEC)英语考试、去美国留学的 TOEFL 和 GRE 考试、去英联邦国家留学的 IELTS 考试以及最近教育部推出的全国公共英语等级考试(PETS)等等。由于社会各部门对英语的要求不同,这些考试的难易程度及题型也各有所侧重。但测试的内容与形式,总括起来包括以下几个项目:听力;语法结构与词汇;阅读理解;综合填空;翻译及作文等。通过这几项测试可以反映出考生的听力,基础语言知识的运用以及阅读理解等综合技能。

如何准备成人高教英语自学考试和提高成绩呢?各等级都有考试大纲和具体要求。但总的来说,提高成绩的关键在于考生掌握英语基本功的程度。所谓基本功过硬就是熟练运用语法结构,掌握所要求的词汇量(包括词的搭配和惯用语),在此基础上进行阅读理解实践,并通过大量练习巩固、加深、扩大语言知识,从而提高语言的运用能力和综合应试能力。目前有些成人英语考试暂无听力

要求,侧重阅读理解、语法结构与词汇及翻译等技能。为此我们在该书的第一章针对成人各级考试,重点突出、条理清晰地归纳、总结了应试中所涉及的各类语法结构问题,同时对英语考试的目的、要求以及解题思路、方法等都给予了说明与指导。

本书的特点是针对性强、涉及应试面广、重点突出、条理清晰、文字简明扼要,各章都配有相应的练习,使理解、记忆和实用结合起来。

本书编者对不同等级考试中出现的语言点、重点、测试要点进行了分类归纳,结合多年教学中积累并多次使用的材料编辑成书。书中采用了一些公开试题和有关国内外应试指南中的一些练习材料,对此表示衷心谢意。

欢迎读者就书中疏漏和不妥之处给予批评、指正。

编 者

2000年10月

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1 语法结构与练习

1.1 动词时态和语态

1.1.1 时态

英语共有 16 个时态,其中以下 11 种时态较为常用。

1. 一般现在时

(1)表示经常、习惯的动作和状态,常伴有时间状语 every day (week, month), often, usually, always, seldom, sometimes 等。

She seldom goes dancing.

He gets up early every day.

Do you like sports?

Japan lies to the east of China.

(2)客观事实、法则或真理。

The moon moves round the earth.

Light travels faster than sound.

(3)安排或计划要发生的情况。常用 arrive, be, begin, go, leave, start, stay 等动词。

The plane takes off at five.

The train starts at nine o'clock.

Is there a football match this evening?

(4)条件和时间状语从句中,用一般现在时表示将来时态。

If it is fine tomorrow, we will go on a picnic.

When you come next time, please bring me some magazines.

You can catch the bus if you hurry up.

2. 一般过去时

表示过去某时发生的动作或状态,常伴有时间状语 yesterday, then, at that time, just now, last week (month, year...), four days (weeks, months, years...) ago 或与 when 引导的从句连用。

(1)过去发生的动作与存在的状态。

She bought the watch three months ago.

They produced 2000 tractors in 1995.

Where did you live when you were young?

(2)表示过去常发生的动作,也可用 used to do 或 would do.

I used to get up early, but I can't now.

Every summer he would go back and work in the fields.

3. 一般将来时

表示将来的动作或状态,常伴有时间状语 tomorrow, the day after tomorrow, soon, next week (month, year...), in the future 等。

(1)将来的动作或状态。

I shall (will) return you the book as soon as possible.

He won't be free tonight.

(2)be going to + 动词原形:表示即将发生或打算好要做的事。

It's going to rain.

The wall is going to be painted yellow.

Are you going to attend the lecture?

(3)be to + 动词原形:表示安排或计划要作的事。

We are to meet at the school gate.

This road is to be open to traffic next Sunday.

(4)be about to + 动词原形:即将着手做某事。

The class is about to begin.

We are about to leave.

(5) 表“来、去、起始”等动词,如 come, go, move, arrive, leave, start 等,其现在时和现在进行时也可表示将来含意。

The train leaves at 10.

“Tom, dinner is ready.” “OK, I’m coming.”

4. 过去将来时

(1) would 或 should(will, shall 的过去时)加原形动词。

He said that he would come here soon.

She wanted to know when the meeting would start.

(2) 其他形式。

He told me that he was going to try again.

I was about to leave when he came in.

5. 现在进行时: be 的人称形式 + 现在分词

1) 此时此刻正在进行的动作,常伴有 now, at the moment, just 等时间状语。

“What are the students doing now?” “They are making an experiment.”

2) 有些表示“来、去”含意的动词,其现在进行式可表示将发生的动作。

He is coming here next week and is staying here until April.

We are leaving for Shanghai tomorrow.

注意有些表示感觉、情感、心理状态等动词一般不可用于进行时,如 be, see, hear, feel, smell, taste, believe, seem, look(看起来), appear, know, love, agree, belong, like, hope, wish, think(认为), remember, have, want, understand, consider, realize 等。

6. 过去进行时: be 的过去式 + 现在分词

表示过去某时刻或阶段正在进行的动作,常伴有表示过去时间的状语。

He was doing his homework from seven to nine last night.

I was playing the piano when she came in.

She said they were coming to see us.

7. 现在完成时: have (has) + 过去分词

(1) 表示动作说话时刚完成。

I have finished my homework.

He has just come back.

(2) 表示动作已做完但对现在仍有影响。

It's so cold in here. Who has broken the window?

(3) 表示过去某时开始一直延续到现在或还可能继续下去的动作,常和 since 引导的短语或从句,或 for 引导的短语以及 so far, in recent years 等连用。

He has lived here since 1956 (或 since he was ten).

I have studied English for six years.

Our city has changed a lot in the past ten years.

注意这种用法不适于表示终止或短暂意义的动词,如 begin, end, die, lose, fall, go, come, join, knock, jump 等。例如:

误: He has joined the army for five years.

正: He has been an armyman for five years.

正: He joined the army five years ago.

正: It is (has been) five years since he joined the army.

(4) 在 "This is the first, second... time that..." 句型中,从句谓语用完成时态。

Is this the first time that you have visited China?

This is the third time that you have been late for class.

8. 过去完成式: had + 过去分词

(1) 过去某一时刻前已经完成的动作,常伴有 by, before 等介词短语或 when, until 引导的时间状语从句。

Mary had learned some Chinese before she came to China.

By the end of last year, I had worked in this college for ten years.

The train had left before we got to the station.

The boy told the police that he had seen someone steal a bike.

When I came home, everybody had gone to bed.

I realized that I had been wrong.

(2) 在 no sooner... than 和 hardly (scarcely)... when 等句型中, 主句用过去完成时, 从句用一般过去式。

No sooner had we reached home than it began to rain.

We had no sooner reached home than it began to rain.

Hardly had he entered the office when the phone rang.

He had scarcely entered the office when the phone rang.

9. 现在完成进行时: have(has) + been + 现在分词

表示动作从过去某一时间开始, 一直延续到现在, 可能还要继续下去, 常伴有 for... , since... 短语或从句。

We have been living here for 20 years already.

How long has it been raining?

He has been working on this essay since this morning.

注意表示短暂动作的动词, 如 come, go, leave, start, end, finish 等不适于这一时态。

10. 将来完成时: shall(will) + have + 过去分词

表示将来某一时间以前完成的动作, 常伴有 by, before 等表示的时间状语。

I am sure he will have left Shanghai by this time tomorrow.

By the end of next year I'll have worked here for nine years.

Perhaps we shall have moved to a flat in two months' time.

When we finish this book, we shall have learned the whole series.

11. 过去完成进行时: had been + 现在分词

表示过去某一时间以前已经开始而延续到过去这个时间的动作(该动作刚刚停止或还在继续)。

He told me that he had been teaching chemistry for more than ten years.

The telephone had been ringing for three minutes before somebody answered it.

【练习一】

A. 改错

1. The earth is moving round the sun.
2. Here come the bus.
3. Here are we.
4. If it will rain tomorrow, we won't go to the beach for a picnic.
5. Where do you live when you were young?
6. They used to getting up early.
7. We are about to leave when it started to rain.
8. He said he will raise the question at the meeting.
9. We had a meeting at three o'clock yesterday afternoon.
10. I have studied English since ten years.
11. Mary has studied Chinese in 1984.
12. By the end of 1997, this factory produced 60000 tractors.
13. The train left before we got to the station.
14. It had rained at last the day before yesterday after it had been dry for several months.
15. By this time next year I shall(will) live here for 20 years.
16. The man who talks to John at the moment speaks four languages.
17. He suddenly realized that he would be traveling in the wrong direction.

18. Hardly I got into the room when it started to rain.

19. By 1995, she lived in China for ten years.

20. When you open the safe you see a small black box.

B. 选择填空

1. My neighbour _____ the violin; she usually practises at about this time.

A. practises

B. will practise

C. is practising

D. has practised

2. He _____ a soldier for ten years, and planned to stay in the army till he was thirty.

A. has been

B. have been

C. had been

D. will have been

3. I am sorry I haven't written for such a long time, but I _____ very busy lately.

A. am

B. was

C. will be

D. have been

4. When I _____, the film started.

A. seated

B. was seating

C. was seated

D. had seated

5. He felt very bad because he _____ too much the night before.

A. drank

B. had drunk

C. was drinking

D. had drunken

6. "When did you go to work?" "As soon as they came, we _____ to work."

A. went

B. were going

C. had gone

D. go

7. "What happened in that new area?" "New houses _____ recently over there."

A. are built

B. build

- C. have built D. have been built
8. When opinion is asked for, we say "_____?"
- A. Shall we go B. Should we go
- C. Won't we go D. Would we go
9. Perhaps it will be a long time _____ from abroad.
- A. when Tom comes back B. when Tom will come back
- C. before Tom comes back D. that Tom comes back
10. "Did you wait for him very long?" "Yes, I _____ to bed until five in the morning."
- A. did go B. didn't go
- C. had gone D. went

1.1.2 语态:被动语态

英语中谓语形式有主动语态和被动语态两种:主动语态表示主语是谓语动作的执行者,被动语态表示主语是谓语动作的承受者,英语中被动语态使用比较广泛。被动语态的构成及用法如下:
be 的人称形式+过去分词。

1. 主语+谓语+宾语(SVO)

a) Many people speak English.

English is spoken by many people.

b) We will build another school here next year.

Another school will be built here next year.

c) You must answer all the questions.

All the questions must be answered.

d) He is repairing the car.

The car is being repaired.

e) She bought the bike two years ago.

The bike was bought two years ago.

f) By the end of 1996, this factory had produced five thousand

cars.

Five thousand cars had been produced by the end of 1996.

g) The flowers want to be watered.

h) The problem is going to be discussed at the meeting.

i) The meeting is to be held on the first of May.

2. 主语+谓语+间接宾语+直接宾语(SVIOO)

a) I gave him a book.

He was given a book.

A book was given to him.

b) Mother bought her a new coat.

She was bought a new coat.

A new coat was bought for her.

c) Father will send her an expensive present.

She will be sent an expensive present.

An expensive present will be sent (to) her (by her father).

注意在这种句型中,间接宾语带 to 的动词常见的有:bring, give, hand, leave, lend, offer, owe, pass, pay, post, read, sell, show, take, teach, tell, throw, write;带 for 的动词有:book, buy, call, choose, cook, do, find, get, keep, leave, save 等。

3. 主语+谓语+宾语+宾补(SVOC)

a) He painted the wall blue.

The wall was painted blue.

b) They found the house(to be) empty.

The house was found to be empty.

c) They elected him chairman of the club.

He was elected chairman of the club.

d) They kept us waiting.

We were kept waiting.

e) The teacher asked the students to write a composition.

The students were asked to write a composition.

f) We considered it wrong to say a thing like that.

It was considered wrong to say a thing like that.

g) The manager made his secretary work overtime.

His secretary was made to work overtime. (work 作主补时, 前面需加 to)

4. 谓语是及物动词才能构成被动语态

除及物动词外, 及物动词短语也可以构成被动语态, 如:

1) Ellie turned on the radio.

The radio was turned on by Ellie.

2) We are to put off the sports meet.

The sports meet is to be put off.

3) Comrade Lee put forward this idea.

This idea was put forward by Comrade Lee.

4) Grandma takes care of my sister.

My sister is taken care of by grandma.

常用的短语动词有 attend to(照料), care for(照顾), carry out(贯彻, 执行), call on(访问, 请求), depend on(依靠, 取决), give up(放弃), hand in(上交), look after(照顾), look at(看), look up(查找), look down upon(看不起), listen to(听), make up(弥补, 编造), make out(认出), point out(指出), put on(穿上, 放上), put forward(提出), put up with(忍受, 容忍), take care of(照顾), take over(接管), turn down(拒绝), turn on(打开), turn off(关上), send for(派人去请), set up(建立)等。

【练习二】

A. 把下列主动句变成被动句

1. Everybody drinks tea in China.

2. A lot of people have visited this village.

3. Somebody will meet us at the station.