

大学英语四、六级考试  
硕士研究生入学英语考试  
在职人员申请硕士学位英语统考

备战必备

# 英语等级考试

## 作文指导

宋天锡 袁冬娥 编著

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·北京·

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# 前 言

《英语等级考试作文指导》重点向参加英语等级考试的各类考生介绍备战英语考试中写作项目的具体方法和技巧。

本书共分三章。第一章详细介绍应试作文的基本要求、主要类型、写作方法及相关的功能用语、学生作文中常见的典型错误等;同时还提供了二十个方面的参考范文,以便学生了解各种体裁作文的格式、用词或者套写背诵。第二章是常用语篇功能用语或表达,它们是英语写作中的“工具性”语言,如能熟练地掌握并运用,会对学生提高自己的写作水平提供很大的帮助。第三章推出的是最常用的汉英成语及俗语,适当地引用也定能使作文大为增色。

本书的主要对象是大学本科生、硕士研究生,但对高中学生以及备考其他等级考试的学生同样具有指导意义。

在编写本书的过程中得到不少学者、专家的鼓励与支持,在此一并致谢。如有疏误,敬请广大读者及同行专家予以指正。

**编著者**

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## 第一节 应试作文的基本要求

近些年,一些等级较高的英语考试都增加了写作这一项,约占试卷总分数的15%~30%。例如,英语四、六级考试,研究生入学考试,技术人员晋升职称的英语考试以及托福等国际级的英语考试,都设有“写作”。因此,提高英语写作水平不仅有社会实践应用的重要性,而且更是成功应对各种英语考试的不可缺少的组成部分。总地来说英语考试对写作部分的要求可分为硬件要求与软件要求。

### 一、硬件要求

①作文必须紧扣题目。亦即作文内容应该避免跑题和言不及义,否则文字写得再好也属枉然。

大部分学生在写作中都能注意到扣题、切题,但是也有不少学生易犯扣题不紧或者逻辑混乱的错误,往往造成失分。在一篇作文中有这么一个主题句:“University students are always busy with their study on Sundays.”有一个学生拓展成段后写成这样:

University students are always busy with their study on Sundays. They never get up before 9 o'clock to have breakfast. In the morning, most of them will stay in the washroom to wash their clothes; After lunch, if weather permits, they go for an outing with



their classmates; or they spend a whole afternoon in the library, reviewing lessons or reading recent periodicals. They all get together in the dormitory in the evening, singing and chattering until they feel tired.

显而易见,这位学生所写的内容与主题句中的“busy”扣得不紧或者有所偏离。这样,有时只能给“零分”或者“恩赐”给一二分。

②四级考试要求作文不得少于100个字;六级考试以及其他等级考试不得少于120个字;有些等级较高的考试则要求字数应达到150~200,其中标点符号不计算在内。字数不足的扣分标准下面将详细阐明。

③国内英语试卷中的“写作部分”多数要求写成三段式,特别是有具体提示或者有主题句的作文,更应该采用三段式。如果只有作文题目而无具体提示或者主题句,也可以写成两段乃至一段,但这时一定要注意层次分明。为了使文章的外观格式更符合中国作文的思维习惯或审美要求,我们建议以采取“三段式”为上策。

④尽量做到卷面整洁。书写时一定要努力做到清晰,至少要保证应有的可辨认性。要记住:判卷老师还有一个“印象分”,如果卷面书写得乱七八糟,或者使人辨认起来很吃力,或者涂改得有碍观瞻,那么十有八九就有可能栽到“印象分”手里。

## 二、软件要求

①重点突出,简明扼要。

②文理通顺,前后连贯。

③合乎英语语法规范,写出正确的句式,诸如主谓一致,时态、语态、情态使用合理,关系代词或指示代词的一致,从句的安排以及标点符号的使用要恰当等等。

④要注意句型的多样化,有短句也有一些长句,有简单句也有一些复合句。不能通篇都使用同一个主语或同一种句型。

[例1] There was a lively debate among the workers. There was great enthusiasm for the idea. There was hardly a dissenting





voice. There was full agreement on the subject in the end.

这段话主要描写工人讨论会的情形,只有四句话,但用的只是“there be”一个句型,显得句式单调呆板,缺乏最基本的结构美感。如果稍微变化一下句式,效果就会大不一样:

There was a lively debate among the workers. They were all enthusiastic. Hardly a dissenting voice was heard, and in the end, everybody agreed on the project.

[例2] The people enjoying the cool could be heard talking at times. Across the starless sky the lightning without thunder could be seen at times, and then, in the flash the trembling willows were visible. After the flash, all was in the pitch dark.

Gradually, the people enjoying the cool dispersed and it could be seen that all around became quiet. Then a distant thunder could be heard and the frogs stopped croaking as if frightened by the thunder. The wind rose again and the willow leaves could be seen rustling.

在上面这短短的两段文字中,“could be seen/ heard”的结构连续使用了五次,使得文章平淡无味。比较一下下面的改写,你就会发现改写后要比原文增色很多。

The voices of the people enjoying the cool came in snatches. From time to time a silent flash of lighting splashed the starless sky with a harsh blue glare and for one startled moment showed the weeping willows by the pond, drooping and trembling over the water. Then, suddenly, darkness reigned again.

Then, one by one, people who had enjoyed the cool air drifted away and silence closed in on all sides. A rumble of distant thunder seemed to frighten even the frogs into silence: a breeze sprang up again, rustling the leaves of the willows.

下面请再对比分析几组原文及其改写后的语言效果。

[例1] I went to the library in the afternoon. I took out a





book that was on the reading list. Then I put the book under my arm. I went home to eat supper. I did not open the book until after supper. Then I discovered that it was the wrong book. I was greatly annoyed. I was such a kind of man: I always take a book while I do not look at it. I had nobody to blame but myself.

[分析]在短短一小段里,“I”用了 11 次,每句话都以“I”为开头,令人望而生厌。

[改写] In the afternoon, I went to the library to take out a book on the reading list. Then, with the book under my arm, I went home for supper. Opening the book after supper, I was greatly annoyed; it was the wrong volume. To take out a book without looking at it was just like me. I had nobody to blame but myself.

[例 2] The United States has not been in the tranquil in the last few years. The United States was not been able to relax and enjoy “the fruits of victory”. The United States, instead, faced more serious and more intractable problems than ever before in her history. The United States, it was true, was also richer and more powerful than ever before. But the United States had acute tensions and divisions as well as prosperity; and the United States, a nation that had so long prided itself on being exempt from the conflicts and alliances of the Old World, could not assume the world leaderships easily.

[分析]在上面的文字里,每一句都以“The United States”开头,显得太单调。

[改写] The last few years have not been tranquil in the United States. Far from being able to relax and enjoy “the fruits of victory”, America faced more serious and more intractable problems than ever before in her history. True, she was also richer and more powerful than ever before. But the prosperity was accompanied by acute tensions and divisions; and world leadership did not come easily to a nation that had so long prided itself on being exempt from the con-



flicts and alliances of the Old World.

[例3] Confucius, who lived from 551 B. C. until 479 B. C. , was born in the kingdom of Lu in the Spring and Autumn Period in Chinese history (722—481 B. C. ). His given name was Qiu and courtesy name Zhongni. Descended from the royal family of the Shang Dynasty (17th—11th century B. C. ), his family had definitely fallen on bad times by his father's generation. Not long after Confucius was born, his father died and his mother and the boy somehow eked out a poor existence together. From the age of 15, Confucius began to make painstaking efforts in his studies, working hard to acquaint himself with the theories of various schools of thought.

[分析]在这段短短的文字中,连续三次使用“Confucious”作主语,显得平淡无变化,易使读者失去阅读的兴趣。

[改写] Confucious, who lived from 551 B. C. until 479 B. C. , was born in the Kingdom of Lu in the Spring and Autumn Period in Chinese history (722—481 B. C. ). His given name was Qiu and courtesy name Zhongni. Descended from the royal family of the Shang Dynasty (17th—11th century B. C. ), his family had definitely fallen on hard times by his father's generation. Not long after Qiu was born, his father died and his mother and the boy somehow eked out a poor existence together. From the age of 15, young Confucious began to make painstaking efforts in his studies, working hard to acquaint himself with the theories of various schools of thought.

[例4] Jerry is a good friend. He is charming, intelligent, nice-looking and never seems to get angry. His favorite food is cheese. Tall girls always seem to be attracted to him even though he is short. I met him when we were in the army.

[分析]主要问题是重点不突出,叙述的逻辑关系非常混乱。

有的作文由于缺少语篇过渡词或语篇连接词而造成层次不明



或逻辑混乱,这也是影响作文质量的重要因素之一。

[例5] 试评下面这篇无过渡词的短文:

There are both similarities and differences between the tourist-attracting countries Italy and Greece. Both the Italians and Greeks are friendly, gregarious people. The antiquities of both countries are fascinating, Rome's Colosseum and Athens' Parthenon are two of the world's great sights. Both countries offer comfortable tourist accommodations. The luxury hotels in Rome and Athens are excellent. There are important contrasts between Italy and Greece. Dining in Italy can be a memorable experience. Food in Greece tends to be wholesome but plain. And the look of each country is different. The Italian countryside is green and lush. The Greek terrain is dry and desertlike. Different from the elegant Italian signor or signora, the Greek citizen dresses and lives more simply. With these differences, though, a tourist can expect a delightful holiday in either country.

试比较:

There are both similarities and differences between the tourist-attracting countries Italy and Greece. **First**, both the Italians and Greeks are friendly, gregarious people. **Second**, the antiquities of both countries are fascinating; Rome's Colosseum and Athens' Parthenon are two of the world's great sights. **Third**, both countries offer comfortable tourist accommodations. **Finally**, the luxury hotels in Rome and Athens are excellent. **Yet** there are important contrasts between Italy and Greece. **For example**, dining in Italy can be a memorable experience, while food in Greece tends to be wholesome but plain. **And** the look of each country is different. The Italian countryside is green and lush. **On the contrary**, the Greek is dry and desertlike. Different from the elegant Italian signor or signora, the Greek citizen dresses and lives more simply. **Despite** these differences, though, a tourist can expect a delightful holiday in either country.



## 第二节 应试作文的主要类型

### 一、考题设计类型

#### A. 提纲式作文

这种作文要求根据命题中的提纲(一般为三个提纲,可能是以英文形式出现,也可能以中文形式出现)进行写作。主要对策是:紧扣提纲内容进行发挥;段与段之间要连贯,而且层次分明,必要时应使用适当的语篇词进行衔接。如果提纲是中文,主要是扣住其主旨进行拓展,切忌译成对应的英语。如是英文,也不必照抄到卷面上去,这是不少学生常犯的毛病。

#### [例 1] Changes in People's Daily Expenses in X City

Directions: For this part, you are allowed 30 minutes to write a composition on the topic "Changes in People's Daily Expenses in X City". You should write at least 120 words and you should base your composition on the outline given below:

Outline:

1. Changes in people's daily expenses in the past five years;
2. Possible reasons for the changes;
3. My conclusion.

#### 参考范文 Changes in People's Daily Expenses in X City

In the past five years, there are great changes in people's daily expenses in X city. According to the figures given in the table, the amount of money spent on food decreased gradually, accounting for 35 per cent in 1998. However, there has been a rapid increase in clothing expenses, which make up 17 per cent in 1998. The same is the case with recreations.

What caused these changes? I think there are two good rea-





sons. In the first place, the living standard has been greatly raised. Therefore, people now can afford expensive clothing and some of them even want to dress in the latest fashion. Secondly, with the improvement in living conditions, the demand for a variety of recreations is growing rapidly, too.

In short, I believe that with the steady increase in the average family income, people will spend more money on clothing and recreations.

### [例 2]      Public Transportation in Cities

Directions: *For this part, you are given 30 minutes to write a composition on the topic: Public Transportation in Cities. Your composition should be based on the outline given in Chinese and it should be no less than 100 words. Remember to write your composition on the Composition Sheet.*

- Outline: 1. 公共交通的重要性;  
2. 各种常见的交通工具;  
3. 城市公共交通的未来。

根据考卷上的作文要求(Directions),考生不必把上述提纲逐字逐句翻译成英语。根据题目(Title)和提纲(Outline)的示意,考生可以自行草拟出以下三个段落的主题句(Topic Sentence),例如:

1. Transportation is one of the necessities for people's life.
2. There are various kinds of public transportation.
3. With the development of science and technology, public transportation in cities will keep developing.

### 参考范文

1. Transportation is one of the necessities for people's life. Every city has its public transportation system. Without it, the modern life would be in a mess: People would not be able to go to work,



food and clothes would not be available and a lot of other problems could also be caused.

2. There are various kinds of public transportation. Perhaps the bus is the most common of them because of its flexibility and low cost. Subways are also easy to find in big cities. They travel faster and are underground, making the surface ground less crowded. In addition, they are cheap and safe. However, if you want to go somewhere in a hurry, or if you carry heavy luggages, taxis are the most convenient means of transport. They can take you to the exact place you want to go. Of course, you have to pay more for this convenience.

3. With the development of science and technology, public transportation in cities will keep developing. Maybe in the future we will travel from one part of the city to another not only on the ground, under the ground, but also through the air —by a certain kind of flying bicycles —ultralight!

### B. 准命题式作文

这类题型只有一个题目,没有具体的提示或提纲,要求考生根据题目自由发挥。

应对策略是:要吃透题目精神,紧扣题目确定要表达的要点,然后分层次进行展开。最好也是采用“三段式”。

#### [例 1]      **The World Is Thirsty for Water**

The world is not only hungry, it is also thirsty for water. This may seem strange to you, since nearly 70 per cent of the earth's surface is covered with water. But about 97 per cent of this huge amount is seawater, or salt water. Man can only drink and use the other 3 per cent—the fresh water that comes from rivers, lakes, underground, and other sources.

The amount of fresh water will not be enough for us. First, we





cannot use all of the fresh water, because some of it is in the form of icebergs and glaciers, or deep underground. Second, some of it is being polluted. Third, our need for water is increasing rapidly—almost day by day. Only if we take steps to deal with these problems now can we avoid a serious worldwide water shortage in the future.

One of the first steps we should take is to develop ways of reusing water. Today, in most large cities, water is used only once and then discharged into a sewer system. From there it goes to the sea or runs into underground storage tanks. But it is possible to pipe water that has been used to a purifying plant. There it can be filtered and treated with chemicals so that it can be used again. Another way is to make use of seawater by removing the salt. This is called desalinization, and it is already in use in many parts of the world.

[例 2]

**Living a Long Life**

Many reasons account for the fact that people who live in mountainous areas live much longer than those living in industrial areas.

First of all, hard physical work is essential. These long living people begin their long days of physical labor as children and never seem to stop. This habitual work helps them to develop a strong heart and powerful lungs which contribute greatly to their good health.

Secondly, the environment plays some part. The air over the mountains has more oxygen and is pollution free. The heart and the blood vessel system can grow stronger in such an environment.

Finally, being free from urban pressure is another factor. Urban pressures such as crime, housing problems and unemployment are foreign to them. While the urban people are affected by these pressures, the mountaineers enjoy their idyllic life at ease.





From the above we can see that if an urban dweller wishes to live a longer life he or she should try to act the way a mountaineer does. Above all, it is advisable to do more exercise and to be mentally free.

### C. 主题句式作文(亦称段首句作文)

这类作文在给出题目的同时提供出主题句(Top Sentence)。主题句多数情况位于段首,所以也称为“段首句”,但有时也位于段末或者段中。不管它位于什么地方,都要求围绕它的中心意思进行扩展,偏离它去任意发挥,则可能要做徒劳无益的事。

主要对策是:段首句只能续写,不能重复。许多学生习惯于把段首句抄到自己的卷面上,既费时费力,又要被扣分,实在不划算。正确的方法是围绕段首句的主题思想自然展开,该描写的描写,该叙述的叙述,该求证的求证,做到表意贴切,结构连贯。

#### [例 1] Our University Library

Directions: For this part, you are allowed 30 minutes to write a composition about “Our University Library” in three paragraphs.

You are given the first sentence of each paragraph and are required to develop its idea in completing the paragraph. Write about 35 words for each paragraph, not including the words given. Therefore, your part of the composition should be about 100 words. Remember to write clearly.

You should write this composition on the Answer Sheet.

1. Our university boasts a big, well-equipped library which has earned enduring fame throughout the country.

2. There are a number of rules for behavior in the library.

3. Our university library plays an important role in teaching, academic studies and cultivation of talented people.

