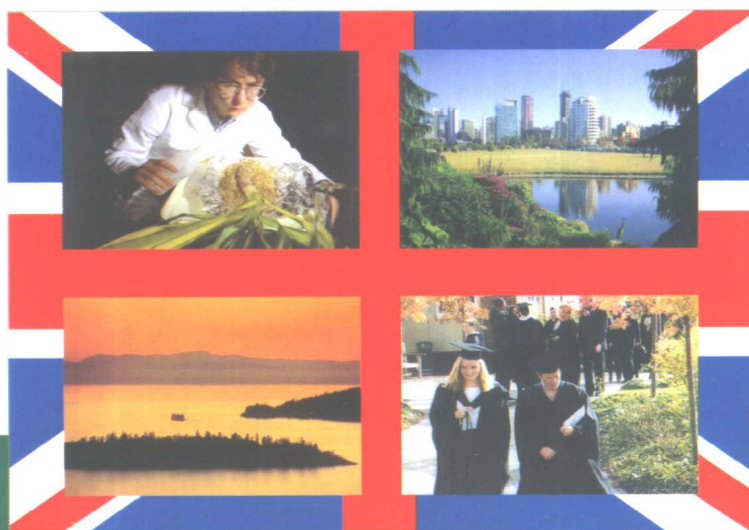


# IELTS

王晓敏 编著

## 考试指南及教程

### 写作

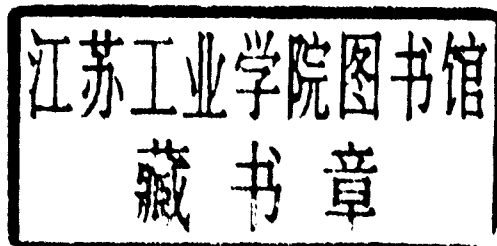


International  
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移民专用教材

# IELTS 考试指南及教程 写 作

王晓敏 编著



吉林科学技术出版社

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### IELTS 考试指南及教程

(写 作)

王晓敏 编著

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## ■ 内容简介

本书针对 IELTS 考试的特点,本着由易到难的原则,旨在帮助考生熟悉并掌握 IELTS 考试写作测试的技巧和方法,有的放矢地进行针对性训练,提高学生写作水平。第一章全面介绍写作技巧,第二、三章分别介绍了书信和议论文写法,第四章给出了模拟题和答案,第五章补充了几套非常有价值的模拟题。

## ■ 前 言

这套《IELTS 考试指南及教程》分为听、说、读、写四本分册,是在加拿大华飞移民公司为客户举办的培训课程的基础上编写而成的。我们希望针对普通类(General Training)IELTS 考试的要求和特点,提出一套行之有效的训练方法和应试策略。

目前,国内的 IELTS 考试参考材料较少,且多为学术类(Academic)。在仅有的普通类的参考资料中,存在着重技巧轻能力、缺乏系统性的倾向。有鉴于此,我们根据对教学经验的总结,参照近来的考题和相关材料,参考了英美原版材料、外国杂志、报刊以及小册子,全面分析了该考试的特点,系统提出了应试的策略。

限于时间和参考资料,以及笔者的水平和经验,本书难免存在种种不足和缺点。笔者期待着读者的反馈,以便不断改进提高。笔者的联系方式:

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笔者的同事叶丽华女士为本书的问世倾注了大量心血,付出了辛勤劳动,谨向她们致以深深的谢意。

加拿大华飞移民公司培训中心主任

王晓敏

2000 年 9 月

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# **Part One**

## **Introduction and Skills for IELTS Writing**

### **Section I The Structure of Samples**

#### **Writing Task 1**

You should spend about 20 minutes on this task.

Your mother has got serious illness in hospital. Please write a letter to your university administration explaining why you will be absent from classes for the next month. Ask for advice about how to continue your studies during this period.

You should write at least 150 words.

You do NOT need to write your own address.

Begin your letter as follows:

Dear.....,

#### **Writing Task 2**

You should spend about 40 minutes on this task.

Part-time jobs are useful for college students, because they not only earn money but also gain working experience.

Do you agree or disagree?

Give reasons for your answer.

## Section II Writing Steps

对于 Task One 与 Task Two 来说,写作要分为 4 步:

Step1 analysing the task

分析题目

Step2 writing the outline and finding relevant information

写题纲并整理列出相关信息

Step3 writing up(写作)

Step4 reviewing(检查)

### Step1: analysing the task(分析题目)

考生在拿到试题后不要急于动笔写。首先应认真地审题,对题目有个彻底的了解。因此考生需从以下三个方面审好题:

- contents
- audience
- requirements

① contents(内容:) Task 1 与 Task 2 的命题可能会很长。为了抓住主题,最重要的一步是找出关键句子中的 subject(topic)与 object(purpose)。

{ subject = What the question is about  
object = What will you do about the subject

eg: Is the computer beneficial to society?  
(subject) (object)

由这种分析中,我们可看出这篇文章主要围绕 computer 来写,主要论证点是它“是否有益于社会”。通过分析,文章的论题也就一目了然了。

再例如:

i) Should people give up smoking?  
(subject) (object)

ii) Whether the tuition should be canceled?  
(subject) (object)

iii) What are the factors that lead to the success of a businessman?  
(subject) (object)



②audience(读者) 在写作时要注意你的读者是谁。(特别是在做 Task 1 时尤其要注意这一点。)

- 团体、组织——正式文体
- 朋友、亲属、个人——半正式文体

③requirements(要求):

- 按照题中要求来写
- 力图简洁,明了
- 用到题中暗含的信息
- 注意字数要求
- 在写完后要检查

## **Step2: writing the outline and finding relevant information (especially in writing argumentation)**

①Purpose:通过写 outline(内容提要),考生会对自己所写的文章有个整体的把握,框架式的认识,以便于整理思路,进一步确定分析的正确性。

②How to write the outline

- a. 先写 title(题目),在纸的上方,提醒你写作的主题。
- b. introduction 要作为第一段,其用来介绍引出话题,给出情景,概括全文,阐明观点。
- c. body paragraph 属于 outline 的主体部分,其用来进一步辅以相关论据来阐明论点。
- d. conclusion(总结)用以归纳全文,联系未来,给出建议。

③针对于 argumentationoutline 有几种写法,下面列举两种:

- a. 叙述文(report)的写法:这类作文无需阐明作者的论证观点,进行正反论证。而只需罗列组织需陈述的内容。
- b. 折中写法:列出题中所给情况的 advantage 与 disadvantage,此时论点变为一个是非题,在论证自己的论点同时,也反驳了反方观点。

下面是对两种 outline 的总体框架的介绍:

### 叙述文

i ) Introduction :

Thesis: —(A)—(B)—(C)

ii ) Body Paragraph1 —(A)—①—②

topic sentence: (A)

supporting sentence: ①

②

iii ) Body Paragraph2 —(B)—①'—②'

topic sentence: (B)

supporting sentence: ①'

②'

iv ) Body Paragraph3 —(C)—①"—②"

topic sentence: (C)

supporting sentence: ①"

②"

v ) Conclusion: (A) (B) (C)

### 折中写法

i ) Introduction

ii ) Advantage/Benefit: A, B, C

iii ) Disadvantage/Risk: 1, 2, 3

iv ) Conclusion: recommendation i ), ii ), iii )

#### Example 1

Now with the development of the economy, cities are growing bigger and new cities are appearing, what you think is one of two major problems that may result from the process of ur-

banization.

I For city dwellers, daily life becomes more difficult and frustrating.

II Traffic jams become a major frustration.

- a. more people with cars (bikes and buses)
- b. streets originally built for smaller population
- c. difficult to go anywhere (waste time)

III Service such as garbage electricity can become overloaded making daily life more difficult.

A. The electric company's capacity was for a smaller city.

- 1. too many people
  - 2. electricity will be off sometimes
- B. Garbage workers and equipment over worked.
- 1. not enough men or machines
  - 2. garbage not picked
  - 3. people must find new ways

IV Another frustration—lack of parks and recreation places.

V While urbanization can be expected in developing economy, life in the cities may become uncomfortable in some ways.

*Example 2* (比较两种情况, 列出 advantage and disadvantage)

TV programs make some effects on children, thinking about the different kind of program you've familiar with: documentaries, feature films, news, weather drama, comedy shows, cartoons, educational TV and concerts advertisements etc. .

答题提示: (consider the benefits and risk of each kind of program grouping all the benefits together and then all the risks)

答题分析: Some students, particularly in exam conditions, find it difficult to think of appropriate examples. The questions contained in writing task 2 deal with contemporary problems and issues you've probably already heard about and have perhaps given some thought to.

Remember, your ideas don't need to be original, only relevant to the answer. If it's difficult for you to think of examples, you might find it helpful to focus on some specific aspects of the topic.

- I TV programs such as documentaries, feature film, educational TV etc. make both good effects and bad effects on children.
- II Benefits of the TV programs
  - i ) documentaries:
    - news keep people informed, teach children about the world
  - ii ) educational TV:
    - teaches ( and entertains ) children—can improve reading, writing ability and develop imagination
- III Disadvantages of the TV programs
  - i ) documentaries:
    - may expose children to scenes of violence/ other fighting images
  - ii ) feature film:
    - the films may contain themes and ideas which are unsuitable for children, some films are pornographic.
- IV Children had better select some beneficial TV programs to watch which are helpful to enrich their knowledge and their physical and psychological health.

*Exercises : write outlines*

Exercise 1: The old English-teaching method is ineffective and outdated, what do you think is important to the innovation of the English-teaching method?

Exercise 2: What do you think about the part-time jobs, whether they are helpful to the col-

lege students?

*Answer key to exercise 1*

I The old English-teaching method is so ineffective. The students-centered teaching method should be adopted in English teaching and a good learning and teaching environment should be offered.

II Students-centered teaching method should be adopted.

- i ) abandoning the old English-teaching method
- ii ) the role changing of the students—be more active and imaginative
- iii ) the role changing of the teachers

III A better listening and learning environment should be provided.

- i ) more foreign teachers
- ii ) more new original materials

IV The students-centered teaching method and a better learning and teaching environment are crucial to the innovation of English-teaching.

*Answer key to exercise 2*

I part-time jobs have their advantages and disadvantages to the college students.

II advantages of the part-time jobs

- 1. more pocket money
- 2. more working and social experience
- 3. enriching one's knowledge and cultivating working ability

III disadvantage of the part-time jobs

- 1. less time and energy to study in class
- 2. sometimes dealing with some immoral people

IV whether taking on a part-time job, depends on one's own choice. If one can well handle those disadvantages, one can work part-timely.

补充:这种写 outline 的方法,在 Task Two 时是必不可少的,采用其来写作可以达到事半功倍的效果,但在 Task One 中,我们也可以使用到它。因为 Task One 只有 20 分钟,考生没有时间写出详细的提纲,考生需找出考题已给信息的特点,决定应写多少个段落,定出每段的 thesis statement(主题)。Outline 分为两种,topic outline 与 sentence outline,在 Augmentation 的评析一章有具体讲解,请参阅。

step 3 Writing 关于写作中其它方面的具体问题,我们在下面还会详细讲解。

step 4 Reviewing(检查)

A 在检查过程中考生需注意到的问题:

- grammar mistake
- capitalization
- punctuation
- handwriting

B 举例说明检查的几个方面:

1. 大小写不正确

Last year, I went to the great wall. (误)

Last year, I went to the Great Wall. (正)

2. 标点符号不正确

TV programs are various, however, not all of them are beneficial to the children. (误)

TV programs are various. However, not all of them are beneficial to the children. (正)

3. 词语搭配是否正确

Although I am not good at statistics, but I accept the task. (误)

Although I am not good at statistics, I accept the task. (正)

4. 句子是否完整

There are many kinds of animals. Such as cat, gazelle, kangaroo and racehorse. (误)

There are many kinds of animals, such as cat, gazelle, kangaroo and racehorse. (正)

5. 句子的时态是否正确:

When I was a child, I ever sing that song. (误)

When I was a child, I ever sang that song.

6. 主语与谓语是否一致:

Each person have his or her own ambition. (误)

Each person has his or her own ambition. (正)

7. 句子是否连贯:

Mary was often late for work; so that, he was fired. (误)

Mary was often late for work; consequently, he was fired. (正)

8. 检查是否漏写冠词或不定冠词:

20% of audience are children. (误)

20% of the audience are children. (正)

9. 检查在一般现在时中,第三人称单数形式“S”是否被加上。

He visit his grandma every day. (误)

He visits his grandma every day. (正)

10. 检查可数与不可数名词:

Most peoples in China like to eat jiaozi. (误)

Most people in China like to eat jiaozi. (正)

11. 检查介词是否正确:

He devotes himself into his work. (误)

He dovotes himself to his work. (正)

以上为检查时需要注意的几方面问题。各位考生在考试结束前留最少 5 分钟时间,检查一遍作文,看是否出现了上述错误。望众位考生在平时的写作练习中,也采用这种检查方法,养成一种良好的答题习惯。

*Exercises: check the sentence*

1. The reason for his absence are his mother's illness.
2. A collection of books, including his photo are on the table.
3. He had smoked several cigarettes and drank a lot.
4. Neither the mouse or the tennis ball is heavy.
5. He went to bed until his mother came back.
6. This is an excellent report writing by my brother.
7. Of the 3 books, this green one is best book.
8. The report suggests that they have done the work.

9. Last year, he went to the America.
10. Scientists have problem, even if it is one of their own making.
11. They are poor people who lack in money and living materials.
12. The supper in the restaurant is offered free.
13. Many young men are putted into prisons.
14. In my opinions, neither side is compeltely right.
15. I've been accepted by your university as full-time student.
16. The white house in Washington D. C. is the symbol of American government.
17. The reasons for their delay is uncertain.
18. Let me to apologize for any inconvenience.
19. Yesterday, I involved in a serious car accident.
20. I'm concerned of keeping up with my studies.

Answer:

- |                             |                               |
|-----------------------------|-------------------------------|
| 1. are → is                 | 2. are → is                   |
| 3. drank → drunk            | 4. or → nor                   |
| 5. went → didn't go         | 6. writing → written          |
| 7. best book → the best one | 8. have done → do             |
| 9. the                      | 10. a problem                 |
| 11. in                      | 12. free → freely             |
| 13. putted → put            | 14. opinions → opinion        |
| 15. a full-time student     | 16. white house → White House |
| 17. is → are                | 18. to                        |
| 19. was involved in         | 20. of → about                |



## Section III Writing Skills

### 一、写作测试技巧分析

#### 1. 非常仔细认真地完成其中的一篇作文,是否会比两篇没写完要好?

只认真仔细并精彩地写完了一篇作文,得分未必会高。最好是两篇文章都要写。但考生最好把精力多用在 Task Two 上一点。例如考生 A 的 Task One 与 Task Two 的分数分别为 4,7(11);考生 B 的 Task One 与 Task Two 的分数分别为 7,4(11);考生 A 的写作综合评分为 6,考生 B 的综合评分为 4。因为写作的综合评分有其自己的标准,如果 Task Two 的分数高,则非常有利于总分的提高,所以考生应注意在 Task Two 上多用心。

#### 2. Outline(题纲)是否在写作中是必须的?

在日常的写作练习时,培养起在真正动笔前先写下一份规整,思路清晰的 outline 对写作只有百益而无害。在真正的考场上,因为时间有限,考生要有一份草写的 outline,自己能够看懂,在心中对所写的文章一定要有一个整体的把握,这样便可纲举目张,水道渠成了。

#### 3. 如何才能保证在规定的时间内完成 Task One and Task Two?

为在写作这一部分多答些分数,或至少不让写作部分拉分,考生要实现质、量、时的完美结合。为达到这一目标,考生最好在日常的练习中为自己限定时间来写作,练习写作速度是至关重要的,只有如此才能确保在规定时间内完成作文。在每日的定时作文中,逐渐提高写作速度。

#### 4. 写作的卷面如何能给阅卷者良好的印象:

##### ①整洁的卷面

##### ②精彩的用词,不要用太多的非常平常的单词与句型,试着用一些精彩的词与一些有变化的句式,例如倒装句式与转折词等,在谈到“美丽的”,大家几乎千篇一律用 beautiful,但常想不起用 attractive, appealing or graceful etc.

##### ③a well-organized logical order

##### ④easy and smooth writing style

#### 5. 看不懂题目或对题目内容以前从未涉及过,该怎么办?

为避免上面令人遗憾的情况出现,考生需要广见博识。考生应多用母语或英