

大学英语写作技能训练



大学英语作文 好词·好句·好段

BEST WORDS

BEST SENTENCES

BEST PARAGRAPHS

徐继宁 浩瀚 主编



大连理工大学出版社



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大连理工大学出版社

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图书在版编目(CIP)数据

大学英语作文:好词·好句·好段 / 徐继宁, 浩瀚主编. — 大连:
大连理工大学出版社, 2005.7

ISBN 7-5611-2873-8

I. 大… II. ①徐… ②浩… III. 英语—写作—高等学校—
教学参考资料 IV. H319.6

中国版本图书馆 CIP 数据核字(2005)第 004913 号

大连理工大学出版社出版

地址:大连市凌水河 邮政编码:116024

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大连理工印刷有限公司印刷 大连理工大学出版社发行

幅面尺寸:140mm×203mm 印张:13 字数:420千字

印数:1~8 000

2005年7月第1版

2005年7月第1次印刷

责任编辑:李玉霞

责任校对:任亮

封面设计:孙宝福

定价:18.80元



大学生学习英语,不仅仅是语言的问题,还应通过语言来表达他们自己富有个性、灵性、创见、甚至是张扬的思想,而英语写作就是一种很好的表达方式。

大学英语写作一般都要求学生在 30 分钟内,按题目要求写 100~150 词左右的描写、叙述、说明或议论性的短文,而且均要求“内容切题,表达清楚,意思连贯,语言正确”。大学英语写作的命题形式多种多样,并且在不断发展变化,但文题的内容均为社会、文化或日常生活,不涉及知识面过广、专业性过强的内容,所以,对于大学生来说,只要掌握了一定量的词汇,熟悉英语语法的基本知识,再加上一些基本的写作技巧,写出一篇不错的短文应该不会有太大的问题。

本书根据大学英语写作大纲要求划分单元,分别提供好词、好句、好段。

好 词:列出的都是一些能形象表达主题的词语,熟悉这些词语,在写作时可随机模仿。

好 句:这些句子中几乎没有生词,念起来很顺口,用起来更顺手,放在你的作文中可能会更合适。

好 段:精选优秀的学生作文,内容切题,表达清楚,意思连贯,语言正确。模仿精练,你就会写出惊人的英语文章。

在中国的环境里学习英文的学习者,要想提高自己的英语水平,必须多读多写。无论是为了应付考试,还是真正学好英语,大学生都离不开好词、好句、好段。

编 者

2005 年 5 月

写在前面的话

好词五个标准

一、选词要确切

(一) 正式用语和非正式用语

英文词汇十分丰富,一些源于拉丁文、希腊文和法文的长词,多用于正式文体,如法律文书、政府文告、商业书信、历史哲学及各专门学科,也包括风格严谨的小说、散文等。而一些源于古英语的词一般比较短小,多用于非正式文体。非正式文体的文字浅显、句型简单、语言活泼,因而通俗易懂。另外,就语言形式而言,正式用语多以单词形式出现,而非正式用语则较多地使用短语。试比较下列两组词语:

purchase	buy
utilize	use
terminate	end
punctual	on time
explode	blow up
investigate	look into

比较一下,可以看出左栏的词多数较生僻,适合于正式场合或口气庄重、文风严谨的文章,属正式用语。右栏的词多为常见的词,适合于日常生活中人们的交往或通俗的描写、议论、记叙和说明。不少同学有一种错觉,以为使用华丽的词藻可以体现出作者的水平,其实恰恰相反。这就如同在正规场合讲究西装领带,在车间干活或下地劳动需穿工作服一样。如果西装革履地操着锄头下田,给人的感觉当然不对劲。

另外,就语言的应用而言,正式用语和非正式用语之间并没有明确界限。有些非正式用语,由于搭配等原因,也可在正式场合下使用,反之亦然。

(二) 书面语和口语

从语言的起源与发展来看,口语是第一位的。口语是语言存在的最基本形式。书面语源于口语,是第二位的。书面语是用文字的形式来传递人们的思

写在后面的话



想、观点等信息。它要求句子结构严谨、工整、符合语法规则和行文要求,在恰当传递信息的基础上产生一定的修辞效果。

英语书面语和口语的主要区别体现在:

(1) 书面语一般要求使用正式用语行文;口语则常以非正式用语叙事。例如:

- 1) { The college requires all the students to submit their essays by a given time. (书面语)
I've got to hand in this essay by tomorrow. (口语)
- 2) { The author regrets that he has made the same mistake again. (书面语)
I'm sorry that I has made the same mistake again. (口语)

(2) 书面语常用非人称形式行文,即说话人不直接表明自己或他人,避免使用人称代词 we, you, I 等;口语则常以第一人称叙事,直接表明说话者是谁。例如:

- 1) { A rich woman was killed last night. (书面语)
Someone killed a rich woman last night. (口语)
 - 2) { It's more tools that we need. (书面语)
We need more tools. (口语)
- (3) 书面语常把重要信息后置;口语则可把话语核心前移。例如:
- { It's reported that the post office has received one of the letters. (书面语)
{ One of the letters has arrived (but the other one hasn't). (口语)

(4) 书面语一般不用缩略词,口语中则常常使用缩略词。例如:

- 1) { The professor stayed in the laboratory for 3 hours. (书面语)
Who's in the lab? (口语)
- 2) { The professor went to the hospital for a physical examination. (书面语)
The prof. is to go in for a physical exam. (口语)

(5) 书面语常借用修辞手法,使文句优美、生动;口语一般不用修辞手法,而用语调来达到这一效果。例如:

- 1) { Through the window, came in the sweet song. (书面语)
The sweet song came in through the window. (口语)
- 2) { Once there lived a greedy king in Greece. (书面语)
Once a greedy king lived in Greece. (口语)

(三) 慎用同义词

英语中有些词在汉语中词义相同或相近,如不注意它们之间的细微差别,写出来的句子就容易产生歧义,甚至闹出笑语或显得不伦不类。所以,掌握同义词之间的细微差别,选择内涵确切的词语,对于增强表达的准确性是非常重要的。试以 bear, endure, tolerate, stand 和 put up with 这组同义词为例。从文



体角度分析, bear, endure, tolerate 属于正式文体, 常用于书面语; stand 和 put up with 属于非正式文体, 常用于口语。例如:

(1) She cannot bear to be laughed at. (正式)

(2) He endured humiliation in order to carry out an important mission. (正式)

(3) He cannot tolerate his impudence. (正式)

(4) I can't stand the hot weather. (非正式)

(5) My father can't put up with his manner. (非正式)

同时, 有些同义词外延相同, 内涵却不同, 使用后产生的感情色彩也不一样, 有褒、贬之分。例如:

(1) { The statesman is much occupied with state affairs.
The mayor is a crafty politician.

(2) { He is a temperate man, and never eats or drinks too much.
I can't abide the fellow.

(3) { He is always complaining about the weather.
He is grumbling about the food.

(4) { These views were common among intellectuals.
He is nothing but an egg-head.

在以上 4 例中, 句中的 statesman, man, complain 和 intellectual 明显具有褒义色彩, 而句中的 politician, fellow, grumble, 和 egg-head 则具有贬低、讽刺的意味。

二、措辞要具体

从语意上来说, 词大体可分为两类: 抽象、笼统的词和具体、有个性的词。抽象的词 (abstract word) 可以表示思想观念、道德伦理, 还可以表示人们的喜怒哀乐和悲欢离合。如: spirit, virtue, happiness, sorrow 等。具体的词 (concrete word) 代表通过我们的感官能看到、听到、嗅到和摸到的具体事物。如: democracy (民主) 是抽象的, ballot (选票) 却是具体的。一般来说, 抽象、笼统的词常常用于文章的开头和结尾, 以及段落的主题句中, 而具体、有个性的词往往用于对细节的刻画和对事物的描写。试比较下面各组句子:

(1) { I have a tool in my hand.
I have an axe in my hand.

(2) { A man is walking down the street.
A man is strolling down the street.

(3) { That was a very wonderful movie.
That was a very instructive movie.

通过比较可以看出, 上述各组例句中, 前一句不如后一句表达得具体、生

写在前面



动。然而,在写作测试和练习写作时,学生常犯的一个毛病就是随使用一个笼统的词来描写一个具体事物,如常用 beautiful, good, interesting 等,给人的感觉模糊不清、笼统空泛。所以,对于初学写作的学生来说,措辞行文时,要尽量选用那些比较简单的、含义具体的词汇,避免使用疑难的、抽象的词语。

三、用词要简洁

俗话说:“言以简洁为贵。”因此,在遣词造句时,要尽量避免不必要的重复,毫不吝惜地删掉多余的词语。这样不仅直截了当,而且还可以用较少的笔墨表达较多的内容,给人以“言简意赅,字字珠玑”之感。

在写作过程中能用一个词表达的意思,就不用词组来表达。例如,在下列表达方式中,我们应当尽量选用(B)组词:

(A)组

all of a sudden
because of the fact that
in spite of the fact that
with the exception that

(B)组

suddenly
because
although
except

同样,能用一个词或一个短语作修饰语时,就不要用从句:

(1) { Mary is a girl who is beautiful.

{ Mary is a beautiful girl. (better)

(2) { He said he would draft a plan which was appropriate to his client's needs.

{ He said he would draft a plan appropriate to his client's needs. (better)

大学英语写作测试有时间和字数的限制,且要求紧扣主题,正确表达思想或观点。如果不讲究用词的简洁,作文会显得拖沓,使人读起来头疼,并影响作文的评分。要想在考试中使一百多字的短文结构严谨而又具有说服力,必须有效地运用语言。

要做到用词简洁并非易事。只有对写作采取认真负责的态度,不断丰富自己的语汇和锤炼所用的语言,才能真正做到言简意赅。另外,作文写完后要认真检查,最好在心中默读一遍,发现多余或重复的词语要毫不犹豫地删去。

当然,要求文字简洁并非强调所有修饰词语都去掉,否则写出来的作文会如同剪掉枝叶的树,光秃秃的。

四、用词要符合习惯用法

在英语写作过程中,选词用字不仅要确切、具体、简洁、生动和形象,还要符合词的惯用法,符合词与词之间的搭配关系。本节将围绕动词、名词、形容词和介词进行对比分析。

(一)名词和动词的搭配



在英语中,某些名词和动词经常搭配在一起使用,已约定俗成。如:

acquire knowledge(获得知识)

get a job(获得工作)

achieve success(获得成功)

gain reputation(获得声誉)

attain one's end(达到目的)

这些短语若打乱其搭配习惯便会显得生硬和词不达意。

另一方面,名词和动词根据语意可以构成不同的搭配形式。如:raise, create, cause, confront, overcome, solve, clear away 等都可以与 a difficulty 搭配,但是具有不同的意义。反之,动词和不同的名词搭配也可以构成许多短语,例如:make 可以跟名词构成 make a conversation, make the bed(s), make a noise, make a promise, make trouble, make difference, make progress, make money, make a speech, make mistakes, make up one's mind 等。从上述例子可以看出,在有些情况下,词与词的搭配是固定的;在另外一些情况下,词与词之间的搭配又十分灵活。名词与动词的搭配极为复杂,也极易出错。

(二)动词及其他词语后的非谓语动词及从句

动词后面可以分别接不定式、动名词、分词和从句。例如:

He wants to come.

He enjoys coming.

I watched the train coming.

He says (that) he will come.

在与介词搭配使用的动词以及短语动词的后面应该用动名词。例如:

He is looking forward to travelling.

He is used to travelling.

He has given up travelling.

有些动词后面可以接非谓语动词,也可以接从句,通常在意义上不发生变化。例如:

He suggested our sitting down.

He suggested (that) we (should) sit down.

熟悉和掌握非谓语动词之间的差别,绝不是件容易事。因此平时应注意了解动词及其他词与不定式、动名词以及从句的搭配习惯。

(三)介词与名词、动词、形容词的搭配

在英语中,介词被称为 the biggest little words,它们单独看起来既短又无大意义,但其使用范围极其广泛,表达灵活,位置多变,搭配关系十分复杂,一经搭配就意思多变且组合固定。例如:

1) He has neither ear for music nor eye for painting.



- 2) What is your attitude to this idea?
- 3) I was tired of reciting the tests word for word.
- 4) He insisted on going to London.
- 5) It depends on (upon) himself.

许多名词、动词和形容词与介词之间存在着固定的搭配关系。这类词组的构成没有太多的章法可循,只有分别掌握每个词与介词的搭配。所以介词及其短语一向是英语学习的难点和重点。尽管这些千变万化的短语介词看起来很复杂,但只要不断摸索、总结和记忆使用,就会找出规律,从而避免不必要的错误。

总之,要提高驾驭词语的能力,平常阅读时要注意随时汲取有用的词语,多多揣摩,并尝试着在平常的练习中加以运用。同时,对学过的词语多加归类比较,自然会逐渐提高表达力。此外,动笔写作时要多加斟酌,不要脑子里出现某个词语就迫不及待地写下,应想想是否有更恰当的词。养成良好的写作习惯,写起来就不会有捉襟见肘之感了。

五、用词要多样化

在英语写作中,遣词一定要避免不必要的重复。如果用词重复,写出的句子往往单调乏味,文章没有动感和表现力。用词多样化可以使句子表意生动、形象,从而增加文章的整体表达效果。例如:

Today it can be said that wheels run America. The four tires of the automobile move America through work and play. Wheels spin, and people drive off to their jobs. Tires turn, and people stop for the week's food at the big supermarket down the highway. Hubcaps whirl, and the whole family spend a day at the lake. Each year more wheels crowd the highways as 10 million new cars roll out of the factories. One out of every six Americans works at assembling cars, driving trucks, building roads, or pumping gas. America without cars? It is unthinkable.

在上面这段文字中,作者使用了 move, run, turn, roll 和 whirl 等动词表达“转动”这一概念。这些动词相互衬托、辉映,杜绝了用词重复,使文章具有极强的动感和表现力,而且交替使用 tire, wheel 和 hubcap 等词来表达“轮子”,给读者留下深刻的印象:美国不愧是坐在汽车轮子上的国家。

好句的四个标准

一、句子要完整

所谓完整的句子,一是要求结构完整,二是要求意义完整,要避免残缺句和融合句等。

一个完整的句子是由至少包含一个主语和一个谓语的一组词构成的。这个句子不论长短只能有一个中心思想。试分析以下三个句子:



(1) On the evening of Friday, the fourth of December, a week before she left for Chicago, Mrs. Smith had an accident while she was driving home from the supermarket.

(2) I was walking in the park yesterday morning, and saw a snake.

(3) Ernest Hemingway was an American novelist, and he won a Nobel Prize for Literature in 1954.

这三个句子中,第一句虽然比较长,但只有一个中心,即 Mrs. Smith had an accident. 后两个句子不符合句子只能有一个中心的写作要求,没有完整的句意。可以改为主从句或把其中一句改为修饰性短语以及同位语:

(2) Yesterday morning, while I was walking in the park, I saw a snake.

(3) Ernest Hemingway, an American novelist, won a Nobel Prize for Literature in 1954.

二、句子要符合规范

(一)语序的严格性

英语语序,即主、谓、宾、定、状等句子成分的位置,与汉语有差别,但差别不大。

英语属形构法,其句子的形成主要靠结构上的空间搭架,而且素以结构严谨著称。首先主谓语要确立下来,若有从句就要抓住连接词。不管多复杂的句子,只要把它们的位置固定了,其他的成分就会按关系就位。而汉语为意构法,往往根据意思、逻辑或时间等顺序安排。所以在写英语时一定要打破原来汉语的语序,按英语结构安排句子形式。

语序容易搞错主要有下面几种情况:

(1)在疑问句中,疑问词本身做主语或主语的修饰语时,要用陈述句的语序,不应倒装。例如:

Who parked the car here?

(2)在含有宾语从句的疑问句中,宾语从句本身主谓结构不应倒装。例如:
Do you know if he has finished his homework?

(3)用 so, neither, nor 表示再肯定或再否定时,要用倒装语序。例如:
Martin behaves himself and so does his brother.

(4)以强调词 only, so, often 等词语开头的句子,或以表示否定的词语或词组开头的句子,如 no, none, never, hardly, scarcely, seldom, no sooner, merely, barely, under no circumstances, by no means, on no account 等,要用倒装语序。例如:

Hardly had he entered the room when she walked out.

(5)as 作“虽然,尽管”解释,引导让步状语从句时,表语状语要提前到句首。例如:



Young as he was, he was quite experienced in this work.

(6) 虚拟语气中, 条件句如果省略 if, 谓语要倒装。例如:

Had they asked me, I would have given them the answer.

(二) 句子的一致关系

(1) 谓语动词的五大特点

句子的惟一标志是具有主谓结构, 而主谓必须保持一致。充当谓语的动词总是无一例外地表现出人称、数、时态、语态、语气五大特点。我们在写谓语动词或动词词组时, 这五个方面应保持一致, 错误地改变这些成分的一致关系会使句子逻辑混乱、意义含糊不清。

(2) 主语和谓语的一致关系

(3) 指代的一致性

英语中很讲究指代的一致性, 即代词(主格、宾格、所有格、反身代词、物主代词以及关系代词、疑问代词等)要和它们指代的有关名词在人称、数上, 有时还包括性别保持前后一致, 而且代词的指代必须十分清楚, 否则就使人难以理解。掌握这一点其实并不难, 但有些同学却往往忽视其重要性。另外, 名词的单复数也要严格地按上下文意义确定。

例如:

1) First a woman cast her vote. Then three young men cast their votes. At last, an old man cast his vote.

2) Let us first decide how to divide the work among ourselves.

3) None of the books is good enough in content.

(三) 主次分明, 从属得当

不同的思想放在不同的结构中, 表示出它们相对的重要性。重要的思想一般在主句中表达, 次要的思想由从句、其他修饰结构或伴随状语表达; 同等重要的思想出现在相同的语法结构中。否则会主次不分, 内容混乱。

例: When he suddenly picked up a rock and threw it at me, I was talking to him.

改为: While I was talking to him, he suddenly picked up a rock and threw it at me.

有时很难决定句子中哪部分内容更重要些。一般结果要比原因重要, 所以常放在主句中, 而时间、地点、伴随状语属次要内容, 应该安排在从句中或作为补充说明。

从属必须得当, 一是要立意明确; 二是要合乎逻辑; 三还要中心突出, 主从分明。

例如: He saw an old man get on the bus, quickly standing up to offer him the seat.

这个句子中因果关系安排不合乎逻辑。

改为: Seeing an old man get on the bus, he quickly stood up to offer him the seat.

在确定从属关系时,如何辨明哪一个为主句所要强调的重要思想呢?这就要求我们了解整个段落的中心思想。试比较以下三句话:

(1) The boy raced for the bus, and his mother called after him.

(2) Even though his mother called after him, the boy raced for the bus.

(3) As the boy raced for the bus, his mother called after him.

在这三句中,句(1)是个并列句,两个分句表达相同重要的概念。句(2)强调这个男孩不顾母亲劝说、阻挡,仍 raced for the bus(主句);句(3)主要强调母亲的行为,故以 his mother called after him 为主句。以上三句中应选择哪一句,取决于段落的主题。不同的句子强调不同的内容,段落的中心思想与句子的重要思想有着直接的关系。因此,在使用从属关系时,不能脱离段落的主题。

(四)注意修饰语的位置

一个词或词组作为修饰语时,如果不靠近它所修饰的词,就会使句子的意思改变,或者使之变得毫无意义。

在书面英语中,像 almost, nearly, only, just, even, hardly, scarcely 及 simply 这样的限制性修饰语,通常都放在它们所修饰的词前面。随着这些限制性修饰语在句子中位置的变化,句子的意义也发生变化。例如:

Only father laughed at me.

(别人没嘲笑我,仅仅父亲嘲笑了我。)

Father only laughed at me.

(父亲仅嘲笑了我。仅此而已,没有惩罚。)

Father laughed at me only.

(父亲只嘲笑我一个人,没有嘲笑别人。)

(五)避免悬垂修饰语

悬垂修饰语是指与句子中任何词都没有明显关联的短语或分句。

动词不定式和分词在句子中并不反映人称或数的变化,因此须注意清楚地表达它们和所修饰的词间的逻辑关系,要想改正这种语法错误,可采取三种方法:

(1) 将不定式或分词短语部分扩展成从句;

(2) 使句子的主语成为它们的逻辑主语;

(3) 在分词短语前加上其自己的逻辑主语。

请看下面三个句子是怎样采用这些方法而得到改正的:

错误: To oil the carriage, the wheels must be removed. Giving a wrong answer, a blush came on the student's face. Being very expensive, I did not buy the



ticket.

正确: When one oils a carriage, he must remove the wheels. (将不定式短语根据后面句子内容扩展成从句。) Giving a wrong answer, the student blushed. (使句子的主语变换成 the student, 成为分词短语的逻辑主语。) The ticket being very expensive, I did not buy it. (在 being very expensive 前加上其逻辑主语 ticket 成为独立主格。)

此外, 还有些其他形式的悬垂修饰语。如:

错误: With a great deal of effort, his courses were passed.

正确: With a great deal of effort, he passed his courses.

错误: If not eaten, you should throw away the dessert.

正确: If not eaten, the dessert should be thrown away.

检查这类语法错误的主要方法是使后面句子的主语成为这些短语的逻辑主语。但在具体表达时, 由于有的考生常从字面上理解, 而不从英语语法的逻辑关系上考虑, 所以容易出错。尤其是当句子为被动语态时, 更易被忽视。

三、句子要简洁明了

由于粗心, 或者出于强调某一概念的目的, 初学作者有时会在同一个句子里连续使用两个或几个表意相同的词或短语, 而导致句子冗长、赘述, 造成句子语意上的重复。而在写作中, 简洁的表达能起到更加强调的作用, 通常在不改变句子意义的情况下, 在能用句子和短语的地方, 就选择短语; 在能用短语和词的地方, 就选择词。比较下列各组句子:

- (1) { You ought to contribute to a cause which is of such great worth.
You ought to contribute to a cause of such great worth.
- (2) { As a student, he is most conscientious.
He is a most conscientious student.
- (3) { He played in a marvellous manner.
He played marvellously.

(一) 避免使用空洞、多余的短语

空洞的短语是文章的累赘, 通常如果单个词就足以表达整个短语所表达的意义, 在这种情况下, 要用单个的词来代替。请看下面的句子:

In my opinion, I would say that we here in China today in the last quarter of the 20th century often place a high value on the successful achievement of an education on the college level and it seems to me that the reason why we believe this is that college is the place where a young man or woman is first helped to begin to grasp and understand what the true meaning of life really is.

此句可改为: The Chinese people now value a college education highly because it helps a student to understand the meaning of life.



通过比较可以看出:原句里的 today in the last quarter of the 20th century 实际上用一个 now 就可代替,后面的 it seems to me that the reason why we believe this is that 换成 because 从句形式更为简洁;an education on the college level 就等于 college education,等等。总之,原句给人一种装腔作势的感觉,很简单的一层意思竟用了 77 个词之多,似有中国古代“八股文”之遗风,读起来使人喘不上气,又摸不着头尾,浪费读者时间,可谓害人不浅!

实际上,在初学写作者的习作中,罗列同义词或者使表意相同的词语搭配使用,导致句子冗赘的错误可以说不胜枚举。因此,在写作过程中要学会字斟句酌。当然,也无需为节省用词的问题所困扰。在修改句子时,要仔细检查,认真推敲,把明显的废话删掉,使句子更清晰、简练、有力、耐读。

(二)避免过多地使用并列句

过多地使用并列关系,即盲目地把几个主要分句都用并列连词连接在一起,会使读者感到单调乏味,也无法表示分句之间的适当关系。例如:

Eugene O'Neill was an American playwright, and he had an unhappy childhood, and he told the story of his childhood in a play entitled *A Long Day's Journey into Night* and he said it was written in tears and blood.

改正这样的句子时,可采用主从分句、修饰性短语以及同位语等。

试作改正如下:

Eugene O'Neill, an American playwright, told the story of his unhappy childhood in a play entitled *A Long Day's Journey into Night*, which he said was written in tears and blood.

(三)避免过多地使用从句

英语中比较重要的从属概念可用从句的形式表达,其他次要的概念常用词或短语来表达,因为句子比短语显得更重要。过多地使用从句会把次要的和主要的概念混为一谈,削弱句子重点。

例如:He is a man who is honest, who always pays his just debts, and who observes the golden rules in his dealings with others.

改为:He is an honest man who always pays his just debts, and who observes the golden rules in his dealings with others.

四、句子要灵活多变

初学英语写作时,常见的缺点之一就是句子过于单调、呆板,不是“主一谓一宾”,就是“主一系一表”,结果把文章写得单调乏味,读起来也相当别扭。写作时要吸引读者的兴趣,句子就需要生动、充满活力。平淡无味的句子,会使人生厌,注意力分散。如何写出生动的句子呢?

句子可根据所含的字数、词的顺序和不同的语法结构来划分。

它可以是简单句、并列句、复合句,也可以是陈述句、疑问句、祈使句或感叹



句。若想使文章生动,必须灵活变换句式。

好段落的三个标准

首先,一个段落必须有一个中心即主题思想,该中心由主题句特别是其中的题旨来表达。整个段落必须紧扣这个主题,这就是段落的统一性。其次,一个段落必须有若干扩展句,使主题思想得到充分展开,从而给读者一个完整的感受,这就是完整性。再者,一个段落不是杂乱无章的,而是有机的组合,句子的排列顺序必须合乎逻辑,从一个句子到另一个句子的过渡必须流畅,这就是连贯性。下面我们就对这三个标准分别加以说明。

一、统一性

一个段落内的各个句子必须从属于一个中心,任何游离于中心思想之外的句子都是不可取的。请看下例:

Joe and I decided to take the long trip we'd always wanted across the country. We were like young kids buying our tent and stocking it with all the necessities of life. Bella bakes the best rhubarb pie. We started out in early spring from Minneapolis and headed west across the northern part of the country. We both enjoyed those people we met at the trailer park. Joe received a watch at his retirement dinner. To our surprise, we found that we liked the warm southern regions very much, and so we decided to stay here in New Mexico.

本段的主题句是段首句,中心思想是 take the long trip across the country. 文中出现两个 irrelevant sentences,一个是 Bella bakes the best rhubarb pie,这一段讲的是 Joe and I,中间出现一个 Bella 是不合适的。还有,Joe received a watch at his retirement dinner,这一句更是与主题句不相关。考生在四级统考的作文卷上常常因为造出不相关语句而丢分,值得引起注意。再看一个例子:

My name is Roseanna, and I like to keep physically fit. I used to weigh two hundred pounds, but I joined the YMCA for an exercise class and diet program. In one year I lost eighty pounds. I feel much better and never want to have that much weight on my five-foot frame again. I bought two new suitcases last week. Every day I practice jogging three miles, swimming fifteen laps, lifting twenty-pound weights and playing tennis for one hour. My mother was a premature baby.

本段的 controlling idea 是 like to keep physically fit,但段中有两个 irrelevant sentences,一个是 I bought two new suitcases last week,另一个是 My mother was a premature baby.

从上面两个例子可以看出,native speakers 同样会造出不相关语句。卷面上如果这种句子多了,造成偏题或离题,那问题就更严重了。



二、完整性

正像我们前面说的那样,一个段落的主题思想靠扩展句来实现,如果只有主题句而没有扩展句来进一步交代和充实,就不能构成一个完整的段落。同样,虽然有扩展句,但主题思想没有得到相对圆满的交代,就会给读者一种意犹未尽的感觉,这样的段落也不能完成其交际功能。例如:

Physical work can be a useful form of therapy for a mind in turmoil. Work concentrates your thoughts on a concrete task. Besides, it is more useful to work — you produce something rather than more anxiety or depression.

本段的主题句是段首句。本段的两个扩展句均不能回答主题句中提出的问题。什么是“a mind in turmoil”(心境不平静)? Physical work 又如何能改变这种情况? 为什么它能起 therapy 的作用? 读者得不到明确的答案。

由于四级统考的作文部分只要求写一篇 100~120 个词的三段式短文,每一段只有大约 40 个词左右,因此,要达到完整就必须尽可能地简明。例如:

It is not always true that a good picture is worth a thousand words. Often writing is much clearer than a picture. It is sometimes difficult to figure out what a picture means, but a careful writer can almost always explain it.

段首句所表达的主题思想是一种看法,必须有具体事例加以验证。上述两个扩展句只是在文字上对主题作些解释,整个段落内容空洞,简而不明。如果用一两个具体的例子的话,就可以把主题解释清楚了。比如下段:

It is not always true that a picture is worth a thousand words. Sometimes, pictures are pretty useless things. If you can't swim and fall in the river and start gulping water, will you be better off to hold up a picture of yourself drowning, or start screaming “Help”?

三、连贯性

连贯性包括意连和形连两个方面,前者指的是内在的逻辑性,后者指的是使用转换词语。当然这两者常常是不可分割的。只有形连而没有意连,句子之间就没有内在的有机联系;反之,只有意连而没有形连,有时行文就不够流畅。

(1) 意连

段落中句子的排列应遵循一定的次序,不能想到什么就写什么。如果在下笔之前没有构思,边写边想,写写停停,那就写不出一气呵成的好文章来。下面介绍几种常见的排列方式。

1) 按时间先后排列

We had a number of close calls in that day. When we rose, it was obviously late and we had to hurry so as not to miss breakfast; we knew the dining room staff was strict about closing at nine o'clock. Then, when we had been driving in the desert for nearly two hours — it must have been close to noon — the

