

刘采敏 楚向群 主编

# 大学英语 四级新试

## 写作篇



南开大学出版社

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刘采敏 楚向群 主编

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## 前 言

随着大学英语四、六级考试改革在全国 180 所试点高校的开展以及在全国的推行,大学英语教学和四、六级考试都将出现一些新的变化。在英语教学上,更加倾向于语言综合运用能力的培养。在强调阅读能力的同时,听说能力被提高到了前所未有的高度,写作和翻译这些语言综合实用能力也比以往得到了更大的重视。新的形势要求改变以往对阅读能力的单一高要求,强调听、说、读、写、译各种语言能力全面、均衡发展。在考试上,也出现了一些相应的调整变化。比如:取消词汇和结构部分的单选题;提高听力测试的分值;降低单个阅读题目的分值;增加综合技能测试部分的主观题比例,增加改错题;丰富写作测试的题材、体裁以及加大分值比重等。

《大学英语四级新试》系列考试辅导丛书就是在这样一种全国大学英语教学和四、六级考试改革的大背景下应运而生的。丛书共有五个分册,即《核心词汇篇》、《阅读篇》、《听力篇》、《写作篇》和《综合技能篇》,分别针对英语学习或测试的不同方面进行专门讲解和练习。

本册为《大学英语四级新试——写作篇》。该篇共涉及四级作文命题形式、写作技巧、写作中的衔接问题、不同文体写作以及历届作文真题和学生习作点评等内容。

本书的主要编写者是刘采敏、楚向群、闫顺文、田秋僧、王兆润、雷丽、张永贞。参加本书编写的还有:丁立彬、王秀娟、王延菊、安月平、晋艳、张军、付志云。

由于编者能力所限,加之时间紧迫,书中的不妥甚至错讹之处在所难免,敬请广大读者批评指正。

编 者

2005 年 8 月

## 引 言

自从全国实行大学英语四、六级以及研究生英语考试以来,写作一直是一个必考题型,受到了广大英语教师、考生以及英语测试专家的普遍重视。各个版次的《大学英语教学大纲》和《大学英语四、六级考试大纲》都对写作作出了明确的规定。特别是根据最近一次教育部大学英语教学改革思路和全国大学外语教学指导委员会推出的《大学英语课程要求》而制定的《大学英语教学大纲》(讨论稿)对写作能力的考查作出了更为具体、明确的要求。讨论稿《大纲》对写作作出了四个层次的要求,即:“预备要求”、“一般要求”、“较高要求”和“更高要求”。其中,“一般要求”和“较高要求”是普通高等院校基础英语学习阶段应达到的层次。

“一般要求”(四级)规定:“能用常见的各种应用文体完成一般的写作任务,能较好地描述个人经历、事件、观感、情感等;能就一定的话题或提纲在半小时内写出120~150词的短文,内容完整、语篇连贯,表达意思清楚,无重大语言错误,并能使用恰当的写作技能。”

“较高要求”(六级)规定:“能写日常应用文;能写出本人专业论文的英文摘要;能借助参考资料写出与本专业相关的报告和论文,结构基本清晰,内容较为丰富;能描写各种图表;能就某一主题在半小时内写出160~180词以上的短文,内容完整,条理清楚,文理通顺。”

两个“要求”都对写作的时间、字数、文体、写作技能等方面进行了描述。根据上述情况,我们在本书中主要针对四级作文的命题形式、作文文体、写作步骤和写作技巧等方面进行详细分析和归纳。此外,还提供了大量历年四级考试写作范文以及学生习作讲评,以供学习者参考。

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# 第一章 四级作文命题形式

在历年进行的各级别英语测试中，尽管每次写作部分的命题形式不尽相同，具体要求各异，但都遵循着一定的规律和模式。就命题形式而言，很多专家、教师和作者都将英语作文写作模式归纳为“段首句作文”、“命题作文”、“情景作文”、“图表作文”和“关键词作文”五种。综观历年的作文真题，这种划分有其自身的合理性，但也存在着一定的问题。比如第二类——“命题作文”的提法就比较含混。如果说“命题作文”是指“规定了写作的题目或话题”，那么所有其他的写作形式也同样都规定了作文考查的题目或话题。究其本质，上述划分是按照四级考试写作部分的指令（Directions）的差异进行的。认真阅读考试指令（Directions），即认真审题是考试成功的第一步。考试指令一般都对形式导向和内容导向两方面作出规定。形式导向比较固定，如测试时间、字数、写成三段式或书信格式等；内容导向则各有差异，如话题（topic）、文体、中心思想等。根据考试指令中内容导向的差异，我们将四级考试写作部分的命题形式划分为：“段首句引导式”、“提纲引导式”、“情景引导式”、“图表引导式”和“关键词引导式”。

## 1.1 段首句引导式作文

### 1.1.1 写作要求和要点

所谓“段首句”就是段落的第一个句子。段首句引导式作文通常要求学生写成三段式短文。每段的第一句话已经用英文给出。一般情况下，段首句与段落的主题句有相当密切的联系，或其本身就是该段的中心思想，要求学生根据这一中心指示的方向发展段落。在写作中，考生要注意以下几点：

- (1) 认真审题，细读各段首句。确定该段首句是否即是该段的中心句，如果是，应结合作文题目，紧紧围绕该段首句提供的导向性信息（controlling ideas）展开段落，做到思想与内容完整统一。如果该段首句仅是引出话题，考生还要根据题目要求自己写出该段的中心句（main idea）。
- (2) 根据考试指令要求和段首句思想内容的安排，选择最佳的段落展开方式，如：用描写还是例证；用类比分析还是因果分析；用叙述说明还是下定义等。
- (3) 各段的句子之间必须具备一定的逻辑关系，在意义上相互衔接自然。此外还需使用必要的过渡手段（transitional devices）来保持语句在内容和形式上的连贯统一。

### 1.1.2 作文样题及实例分析

#### ※ 作文题目: Work and Happiness

**Directions:** For this part, you are allowed 30 minutes to write a composition about “**Work and Happiness**” 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. Happiness is dependent upon work. \_\_\_\_\_
2. Last year I visited my relatives in the small villages in my hometown. \_\_\_\_\_  
\_\_\_\_\_
3. It is also the case with us all. \_\_\_\_\_

#### ※ 实例:

1. Happiness is dependent upon work. Sometimes we complain that we have too much work, but we fail to realize that it's our work that keeps us alert, growing, and helps us to maintain our dignity.

2. Last year I visited my relatives in the small villages in my hometown. It was apparent what a necessary part work played in their lives. Aunts, uncles, cousins — all rose at dawn and went out into the fields raking, plowing and planting, sometimes late into the evening. There, actively moving under the warm sun and over the fertile earth, seemed to be no time for boredom. There was always something which needed doing. On their faces there were such smiles as I had never seen.

3. It is also the case with us all. Work of any kind offers many rewards. Work is more than a necessity for most human beings. If we have no work to do, spending every day idly, we'll begin to lose interest in everything. Maybe we'll have no incentive for getting out of bed in the morning. Our lives seem out of focus.

#### ※ 评析:

这是一篇采用议论文体的习作。全文脉络清晰，平铺直叙。通过 “it's our work that keeps us alert, growing” 和 “If we have no work to do, spending every day idly, we'll begin to lose interest in everything” 等句清楚地阐述和论证了工作和幸福的关系：它们相互依存，不可分割。此外，本文使用较好的词句还有：fail to, it's ... that ... 强调句型, It was apparent ..., lose interest, have no incentive, out of focus, fertile 等。综合考虑，本文是一篇比较成功的习作。

#### ※ 作文题目: What Would Happen If There Were No Power

**Directions:** For this part, you are allowed 30 minutes to write a composition about “**What Would Happen If There Were No Power**” 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. Ever since early this century, electricity has become an essential part of our modern life.

2. If there were no electric power, \_\_\_\_\_

3. Therefore, \_\_\_\_\_

### ※ 实例:

1. Ever since early this century, electricity has become an essential part of our modern life. It has played a decisive role in modern industry, agriculture, science and technology, national defense and education. Nobody can deny that the development of our civilization depends on electricity.

2. If there were no electric power, our modern world would be in trouble. For one thing, all the wheels would stop because the motors that power the machines would fail. For another, many, if not all, of our industries would cease production. And all the electrical equipments such as washing machines, refrigerators, TVs would stop working. In short, our modern life would be impossible without electricity.

3. Therefore, we should make better use of electric power, on the one hand. We should educate people to economize using electricity and not to waste the energy resources with no thought for the future. At the same time we must do our best to exploit more electric resources to meet the requirements of human beings and to avoid energy crisis in the future.

### ※ 评析:

本文是一篇议论文体的习作。全文主题鲜明, 论据确凿可靠, 结构完整连贯, 思想和内容也做到了完整统一。在结构上作者首先指出“电在我们各个生活领域中起到的决定性作用”。紧接着文章直接点题: “In short, our modern life would be impossible without electricity.” 即: 如果没有电, 就不可能有我们的现代生活。最后作者指出该文倡导的主旨“we should make better use of electric power” 以及怎样做才能充分利用电能, 避免陷入能源危机。在语言上, 本文颇多“闪光点”——好的词句, 如: play a ... role in ..., if not all, in short, make better use of, educate people to economize using, to meet the requirements of, to avoid energy crisis 等。

## 1.2 提纲引导式作文

### 1.2.1 写作要求和要点

提纲引导式作文, 简称“提纲式”作文, 一般不在卷面上给出段首句或主题句 (topic sentence), 而是要按题目规定的情景和要点进行写作, 并且指令中都用中文给出了各段的提纲。对这类作文考生要注意以下写作要点:

(1) 首先要分析作文题目, 抓住题目的中心意思来构思。

(2) 认真读提纲, 领会提纲所规定的文章的发展方向。

(3) 不要把提纲简单地翻译成对应的英语句子, 之后展开段落, 而是要在充分领会题目和提纲后由考生自行草拟三个段落的主题句 (topic sentences), 然后再扩展成结构清晰合理、意思完整连贯的段落。

## 1.2.2 作文样题及实例分析

### ※ 作文题目: 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 120 words. Remember to write your composition on the Composition Sheet.

**Title:** Public Transportation in Cities

**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。

### ※ 实例:

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.

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 luggage, 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.

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!

### ※ 评析:

本文是一篇很好的习作。文章作者充分分析和理解了作文题目和提纲的要领, 首先自行草拟出三段的中心句: 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. 在第一段中, 考生有理有据地论述了公共交通对人们日常生活的重要性。在第二段中对城市中各种常见的交通工具, 如公共汽车、地铁、出租车等的特点和作用进行了既概括又详实的论述。在第三段中对城市交通的未来发展作出了种种设想。

全文约 200 个词, 符合题目要求, 共有 13 个句子, 其中不乏闪光点, 如: one of the necessities, in a mess, be available, various, flexibility, convenient, ultralight 等。同时作者

还运用了一定的衔接和过渡手段使文章合理、自然，如：in addition, however, of course, perhaps, maybe 等。

※ 作文题目：Don't Hesitate to Say "No"

**Directions:** For this part, you are allowed thirty minutes to write a composition on the topic "**Don't Hesitate to Say 'No.'**" You should write at least 120 words and you should base your composition on the outline (given in Chinese) below:

- Outline:** 1. 别人请求帮助时，在什么情况下我们会说“不”；  
2. 为什么有些人在该说“不”的时候不说“不”；  
3. 该说“不”时不说“不”的坏处。

※ 实例：

There is an old Chinese saying: "Happiness lies in helping others." which teaches us to help others in all events. But I do believe that we should say "No" when necessary. For instance, I won't hesitate to refuse to help others to cheat. We also shouldn't help those whose requests will do harm to themselves and to the society.

Why can't some people make up their minds to say "No" when they do want to say so? One reason is that they are afraid of being regarded as selfish. They always hope that everyone will like them and think of them as friendly. Another reason is that they don't care the real benefits for others and society. So they haven't the bravery to say "No." The third reason is that those who ask for help may take revenge if refused. As a result the people who are afraid of it will always be ready to help them.

I know exactly who really need my help and I will be brave enough to refuse any unreasonable request. Because if I give in, what I do will do harm to him and the society and my behavior will also encourage him to continue to do so. For the sake of others, I'll try my best to help people and refuse when necessary.

※ 评析：

这是一篇议论文，主题明确，观点鲜明，表达清楚，逻辑性强。作者在第一段首先用一句广为人知的习语来引出本文的话题 (topic)，进而自然地引出作者的观点：But I do believe that we should say "No" when necessary. 然后用具体的例子来支持自己的观点。在第二、第三段，作者使用因果法提出三个论据来支持本段论点，达到最佳效果。本文句型丰富多样，使用了疑问句、省略句、假设句等使文章富于变化，表达生动。此外，作者还用了大量大学英语课本中的四级核心词汇和精辟的过渡短语，如：lie in, in all events, for instance, request, do harm to, make up one's mind, selfish, benefit, revenge, unreasonable, for the sake of others, as a result, because 等。

## 1.3 情景引导式作文

### 1.3.1 写作要求和要点

情景引导式作文，简称“情景作文”，是指按照作文考卷上规定的题目、情景和提示的信息要点，如时间、地点、人物、背景、自然状况等，充分发挥自己的想象力，写出符合题目要求、情景真切、生动具体、简明流畅的短文。就文体形式和内容而言，这种作文比较灵活，它既可以要求学生写成三段式议论文，也能写成记叙文、说明文或书信、便条、摘要、通知等实用文体。有的还可以将几种指令形式综合起来，如 2003 年 12 月四级考试的作文题就可看成是情景提示加提纲提示。2003 年 12 月四级作文的指令为：

#### Part V

#### Writing

(30 minutes)

**Directions:** For this part, you are allowed 30 minutes to write a letter in reply to a friend's inquiry about applying for admission to your college or university. You should write at least 120 words according to the outline given below in Chinese:

1. 建议报考的专业及理由；
2. 报考该专业的基本条件；
3. 应当如何备考。

#### A Letter in Reply to a Friend

December 27th, 2003

Dear,

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这一指令在形式上是提纲引导式的，在文体上属于书信，而且书信的格式已经给出。2005 年 1 月的考题也有类似特点，要求考生按照提纲内容的提示，写一封信，只是信的格式没有给出。考生需要认真阅读“指令”，对内容、文体、格式作出自己正确的判断。

对于议论文体以外的其他情景作文，如说明文、描写文、记叙文等，考生还应注意以下要求：

- (1) 合乎情理，构思准确。考生要紧紧围绕指令规定的情景和提示事实 (Using the facts given below) 展开联想，构思情节和展开段落。对情景深入分析，选好落笔的切入点，使写作角度与作文提示中限定的情景相符合，而不至于跑题。
- (2) 寄情于景，富于联想。情景作文的段落展开通常是把人物的经历、行为或事情的发生、发展叙述出来。此时应“寄情于景”或“借景抒情”，并利用各种叙述手法和一定的修辞手段，使文章具有感染力。

情景作文的命题在《大学英语教学大纲》和《考试大纲》中都作了明确的规定和要求。第一种复合式的命题已在近几年的考试中多次出现，其他的情景描写或说明式作文尽管自

1987 年以来很少出现,但由于其自身对文体和内容要求上的灵活性和全面性,在今后的考试中,考查比例有望逐渐加大。

### 1.3.2 作文样题及实例分析

#### ※ 作文题目: A Birthday to Remember

**Directions:** For this part, you are allowed 30 minutes to write a composition about "A Birthday to Remember." You should write a passage with the facts given below and it should be no less than 120 words. Remember to write your composition on the Composition Sheet.

**Using the facts given below:** Last week, I celebrated my seventeenth birthday. It was really a big occasion, and I'll never forget it.

#### ※ 实例:

Last week, I celebrated my seventeenth birthday. My mother, my brother, and my sisters planned a great day for me. I will always remember that day.

My birthday was on November 14th. That was Thursday so I still had to go to school. When I got home that evening after school, things were very different. First of all, I found all my relatives waiting there for me. My grandparents, my aunts, uncles, and cousins were all there. Some of them I had not seen for months. My mother had invited them all to come for a big birthday feast. It was great to be together again. We spent the evening talking while my mother and sisters ran in and out of the kitchen cooking dinner.

And what a dinner it was! The table was set with the best china and ivory chopsticks. I sat in the seat of honor. My mother had fixed all my favorite dishes. Everything was so delicious that I ate until I couldn't take another bite.

After dinner I opened my presents. The best one was from my mother. It was a brand new bicycle! The party went on until late at night with everyone talking, dancing, and eating cake and ice cream.

#### ※ 评析:

这篇文章要求考生根据考卷上的作文题目 (Title)、要求 (Directions)、提示信息 (Facts) 和规定好的情景 (Scene), 以 Last week, I celebrated my seventeenth birthday 为开头发挥自己的想象力, 对过生日的情节逐一加以描述 "It was really a big occasion ...", 最后按照提示信息给定的结尾 "... and I'll never forget it." 结束这篇作文。

本文的作者用记叙文体写成了一篇情景作文, 联想合理、丰富, 记叙自然、流畅。作者在文章开头介绍了过 17 岁生日的时间和谁为他安排的生日, 接着在发展段从那天晚上放学回家发生意想不到的事, 一直写到亲属的到来和生日晚餐、晚会以及生日礼物等。文章的结局顺理成章, 对过生日的情景抒发出了内心的感受。全文用了 21 个句子, 约 200 词, 虽然不太长, 但具备了记叙文的时间 (Last week, November 14th, Thursday)、地点 (When I got home)、人物 (I, my mother, my brother, and my sisters, other relatives)、事件 (birthday celebrating)、原因 (a big birthday feast) 和结果 (I'll always remember that day) 等基本要素。文章切题, 内容丰富, 语言连贯、能充分表达思想, 基本上无语言错误。



※ 作文题目: The United States

**Directions:** For this part, you are allowed 30 minutes to write a composition about “*The United States*.” You should write a passage with the facts given below and it should be no less than 120 words. Remember to write your composition on the Composition Sheet.

**Using the facts given below:**

Location: in North America

Area: 9,191,843 square kilometers, the width between the East Coast and the West Coast is about 3,000 miles

Boundaries: the Atlantic Ocean on the East Coast, the Pacific Ocean on the West Coast. Canada to the north, Mexico to the south

Major mountain ranges: the Appalachian Mountains in the east, the Rocky Mountains in the west

Most important rivers: the Mississippi River and the Missouri River in the central part of the country

States: 50 states, the newest states Hawaii and Alaska separated from the other 48 states

People: of almost every race, every creed, every nationality

Population: 207, 008,000

Common language: English

※ 实例:

The United States is a large country in North America. From the East Coast to the West Coast it is about 3,000 miles wide. Its area is about 9,191,843 square kilometers. The Atlantic Ocean is on the East Coast and the Pacific Ocean is on the West Coast. Canada is the country to the north of the United States and Mexico is the country to the south. The major mountain ranges are the Appalachian Mountains in the east and the Rocky Mountains in the west. There are many rivers in the United States. The most important ones are the Mississippi River and the Missouri River in the center part of the country. There are 50 states in the Union today. The two newest states Hawaii and Alaska, are geographically separated from the other 48 states.

The American people are of almost every race, every creed, and every nationality. This is because of the great immigration from abroad throughout American history. The population is now over 200,000,000 people. English is the common language.

※ 评析:

这是一篇典型的说明文。作者按照情景作文提供的信息要点,直截了当地对美国的面积、地理位置、邻国、人口、河流等作出说明和解释,使读者对美国的地理情况有一个全面的了解。文章中“from ... to ...”, “geographically”, “This is because of the great immigration from abroad throughout American history.”等词句用得准确、自然、流畅。