

成人实用英语系列教材

PEGC


Practical
English
Grammar
Course

实用英语

语法教程

主编 王乃换 副主编 林群 邹蓉

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Practical English Grammar Course

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前 言

本教材是专门为高职、高专以及成人英语专科语法课程编写设计。也可以为具有初级英语基础的英语学习者自学英语语法使用。

1. 教学目标

本教材旨在帮助学生将所学的语法知识条理化。掌握基本的英语语法知识，使学生能运用所学语法知识进行有效交际。

2. 教学对象

本教材教学对象为成人高职、高专英语专业专科层次或具有同等水平的自学者。

3. 教学内容

本书共 18 个单元 (Unit)，每个单元学习量为 3 小时，其中 Unit 6、12、18 为复习单元。每个单元由语法讲解和语法练习两部分组成。每个部分由若干活动 (Activity) 组成。

4. 教学安排

本教材的教学安排以每学期 18 个教学周设计，每周课内 3 学时。课外 3 学时。课内外教学时数为 1:1。若学习者完全自学，则每周 6 学时。具体进度可自行安排。

5. 教学方法

采用任务型教学方法，力求让学生在语言交际中掌握语法知识。教材内容和练习设计体现“做中学”(Learning by doing) 教学理念。

6. 教材结构

● **目标导航 (Learning Objectives)**: 导出整个单元的学习目标和学习要求。在每个单元的前面均列出主要学习内容，在开始学习每个单元之前，应了解其主要内容，这样才能明确学习目的。

● **导入活动 (Warm up Activity)**: 通过完成此练习，自然导入要学习的语法内容。

● **语法讲解 (Language Focus)**: 语法讲解力求简明，把枯燥的语法规则和语言的实践应用相结合。基本上采用传统的语法体系，在内容上不追求面面俱到。强调实用和够用的原则。

● **语法练习 (Language Practice)**: 语法规律的掌握是通过学生活动来实现的。Activity 形式多样，涉及听说、读、写、译各项语法项目的训练，是完成学习的主要载体。每个 Activity 都是为了达到掌握语法点而设计的。学习者应认真完成每个 Activity。完成 Activity 的过程，就是把抽象的语法概念转化为语言技能，如理解、口语和写作。

7. 教材特点

● **教法新颖** 本书迥异于以灌输为主的传统语法教科书，其编写融入了最新的教

学理念和编者对语法教学的深刻理解,遵循“在语境中学习语言”的原则,通过大量活泼有趣的听、说、读、写、译的活动使学习者轻松掌握语法知识。

● **内容实用** 内容设计富有创意。它不仅继承了传统英语语法的优点,而且吸收了现代语言学的最新成果;融枯燥的英语语法规则于真实多样而生动的语篇之中,既增强了可读性和实用性,又突显了交际能力的培养。

● **练习互动** 研究型练习设计富于启发性,可以帮助读者学习掌握语法知识,继而提高读者的英语表达能力。该教材带给学生的将不仅仅是语法知识和能力,更有全新的学习体验和创新思维能力。讲、练结合体现循序渐进的原则。

● **导学帮助** 利用旁注提供学习语法内容和学习技巧的指导及提示,便于学习者自学。

为了提高教学效率,我们特为本教材制作了PPT教学课件。

本教材在编写过程中得到了中国社会科学院研究生院徐薇教授的热情指导及全力协助。教材各章节的具体分工如下:主编王乃焕负责章节分别是Unit 1、Unit 3、Unit 5、Unit 6、Unit 12、Unit 16、Unit 17、Unit 18、附录A、附录B,副主编林群负责章节分别是Unit 9、Unit 10、Unit 11、Unit 13、Unit 14、Unit 15,副主编邹蓉负责章节分别是Unit 2、Unit 4、Unit 7、Unit 8。

本教材的出版得到了中国商务出版社的大力支持,在此,谨向他们表示最诚挚的谢意!

由于编写较为仓促,编者水平有限,书中难免有疏漏之处,谨请读者批评指正,以便再版时修订,使之日臻完善。

编者

2009年6月

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UNIT 1 The Basics: Words

词 类

Learning Objectives:

- ◆ Identify ten parts of speech in English
- ◆ Learn the main uses of parts of speech

本单元的学习目标:

- ◆ 辨别英语中的十大词类
- ◆ 掌握主要词类的基本用法

Warm up Activity

Activity 1

Match the word in the left column with its word class in the right column.

Word	Part of speech
() 1. good-looking	A. Noun
() 2. first	B. Verb
() 3. hardly	C. Adjective
() 4. computer	D. Adverb
() 5. his	E. Pronoun
() 6. the	F. Numeral
() 7. hello	G. Preposition
() 8. of	H. Conjunction
() 9. run	I. Interjection
() 10. but	J. Article

part of speech: 词类

noun: 名词

verb: 动词

adjective: 形容词

adverb: 副词

pronoun: 代词

numeral: 数词

preposition: 介词

conjunction: 连词

interjection: 感叹词

article: 冠词

I. Language Focus

1.1 词类 (Parts of Speech)

英语的词有实词与虚词两种。

实词的用法	虚词的用法
实词都有实际意义，可以单独作句子成分	虚词没有实际意义，不能单独作句子成分
实词共分六类：名词、动词、形容词、数词、代词和副词	虚词共分四类：冠词、介词、连词和感叹词

1.2 名词 Noun (n.)

1.2.1 名词的定义

名词表示人或事物的名称，如：boy, house。

1.2.2 名词的分类

名词根据其意义分为专有名词和普通名词。

专有名词如：Mary, the Summer Palace。普通名词如：student, love。普通名词分为可数名词和不可数名词。一般来说，个体名词和集体名词为可数名词，物质名词和抽象名词为不可数名词。

名词的定义	名词表示人或事物的名称，如：boy, house。		
名词的分类	专有名词	London, Jane, the Summer Palace	
	普通名词 (student, love)	个体名词	可数名词 (book, police)
		集体名词	
		物质名词 抽象名词	不可数名词 (food, science)

1.2.3 名词的数

可数名词有单数和复数两种形式。不可数名词没有复数形式。

可数规则名词的变化

情况	构成方法	例词
一般情况	加-s	pilot—pilots camera—cameras
以 s, sh, ch, x 等结尾的词	加-es	bus—buses dish—dishes watch—watches
以元音字母+y 以辅音字母+y	加-s 变 y 为 i+es	play—plays baby—babies
以 f, fe 结尾的词	把 f, fe 变 “v” +es 或 加-s	thief—thieves wife—wives gulf—gulfs proof—proofs

pilot: 飞行员
camera: 相机

不规则名词的变化

构词方法		例 词
改变名词中的元音字母或其他形式		foot—feet tooth—teeth mouse—mice child—children man—men woman—women
单复数同形		deer, sheep, fish, jin, yuan
集体名词, 以单数形式出现, 但实为复数		staff, people, police, cattle
表示“某国人”	加-s	Americans, Germans, Swedes, Greeks
	与 man 和 woman 结尾的改为-men 和-women	Englishmen French women
	单复数同形	Chinese, Japanese, Swiss
合成名词	将主体名词变成复数	mothers-in-law, lookers-on passers-by, story-tellers
	将无主体名词最后出现的单词变成复数	go-betweens, grown-ups
	将两部分变成复数	men servants, women singers

tooth: 牙齿
mouse: 老鼠

deer: 鹿

staff: 全体工作人员
cattle: 牛, 家养牲畜
Swede: 瑞典人
Greek: 希腊人

Swiss: 瑞士人

mother-in-law:
婆婆, 岳母

looker-on: 旁观者
passer-by: 路人
story-teller: 讲故事的人

go-between: 中间人
grown-up: 成年人
man servant: 男仆

Activity 2

Use the plural forms of the following nouns to substitute the underlined words.

- There are three books on the table.
flower _____ box _____ watch _____ tomato _____
photo _____
- I saw some people over there.
baby _____ boy _____ thief _____ German _____
Englishman _____
- They are grown-ups.
girl student _____ sister-in-law _____ woman _____
doctor _____ Negro _____ go-between _____
- There are some patients on the playground.
Swiss _____ Japanese _____ child _____
looker-on _____ professor _____

5. There are some animals in the zoo.

mouse _____ deer _____ ox _____
 fish _____ sheep _____

Activity 3

Read the passage below. Change the underlined nouns into plural forms.

Chef

Steve is a chef in a large hotel. He prepares food for important people. The restaurant of the hotel is famous for its excellent food. Steve prepares special dishes for kings, queens, presidents, movie stars, and many well-known people. He is the best chef in the city.

chef _____ hotel _____ people _____
 restaurant _____ movie _____ city _____

1.2.4 名词的所有格

名词的所有格是在有生命的东西的名词后面加“'s”表示所属关系。如：the Children's Palace, the teacher's office。在以s结尾的名词后，只加“'”。如：the teachers' reading room, the students' classroom。在无生命的东西的名词后面加“of”结构表示所属关系。如：a map of China, a map of the world。上面所讲的两重所有格的形式结合起来（即：of 短语+名词所有格），成为双重所有格。如：a daughter of Mr John's。

分类	规则	例词
“'s”所有格	在有生命东西的名词后面加“'s”表示所属关系 以s结尾的名词后只加“'”	the teacher's office, the children's toys, the students' classroom, the teachers' reading room
“of”所有格	在无生命东西的名词后面表示所属关系	the title of the article
双重所有格	上面所讲的两重所有格的形式结合起来（即：of 短语+名词所有格）	a daughter of Mr John's

title: 标题
 article: 文章

Activity 4

Complete the following sentences.

- December is the _____ . (一年中最后一月)
- He learned the news in _____ . (今天的报纸)
- To realize the _____ (一秒钟的价值), ask a person who has survived an accident.
- What's the _____ (失败的意义)?
—Failure doesn't mean you should give up. It does mean you have a reason to start fresh.
- Do you know _____ (文章的题目)?

1.3 动词 Verb (v.)

动词的定义	表示动作或状态的词, 如: run, take。
动词的特征	有时态、语态、语气的变化。
动词的种类	动词根据其词义及作用可以分为4类: (1) 行为(实义)动词; (2) 系动词; (3) 助动词; (4) 情态动词(见下表)。
动词的基本形式	有5种: 动词原形、一般现在时第三人称单数式、过去式、过去分词、现在分词。

1.3.1 不同种类动词的用法

行为动词	解释	行为动词表示动作或状态, 在句中能独立做谓语。行为动词可分为及物动词和不及物动词。及物动词后面必须跟上宾语才能表达完整的意义。不及物动词本身意义完整, 不需再跟宾语。
	常用词	want, visit, write, run, jump 等。
系动词	解释	系动词大都有词汇意义, 但不完整, 表示特征、状态或者状态变化过程。在句中做谓语, 后面要跟上名词或形容词, 构成系表结构。
	常用词	be, appear, seem, look, sound, smell, taste, feel, stand, remain, become, get, grow, fall, prove, go 等。

sound: 听到
smell: 闻到
taste: 品尝
remain: 保持

续表

情态动词	解释	情态动词本身有词义，表示说话人的语气和态度，但不能单独作谓语，必须和不带 to 的不定式 (ought 除外) 连用。它没有人称和数的变化。
	常用词	can (could), may (might), shall (should), will (would), must, ought to, need, dare, used to 等，共有 13 个。
助动词	解释	助动词本身无词义，不能独自作谓语，它仅仅是用来帮助主要动词构成各种时态、语态、语气以及否定和疑问结构。
	常用词	be, do, have, shall, will, should, would 等。

1.3.2 短语动词

短语动词就是一个动词后面跟上一个副词或介词构成一个较固定的用法。

短语动词大致分为动介结构、动副介和动名介结构、动名结构和动副结构。它们的构成一般有以下几种：

1. 动介短语后面接宾语， 宾语放在介词的后面	look for, look at, turn to...
2. 动副介短语和动名介短语后接的宾语放在介词的后面	catch up with, look forward to, pay attention to, lose touch with, make friends with...
3. 动名短语中的名词就是该动词的宾语	change one's mind, make sense, take place...
4. 动副短语后接名词作宾语	give up, hold back, speak up...

了解短语动词的特点和意思，掌握其结构，才能用好短语动词。比如“动词+副词”的短语在使用时，它的宾语可以放在副词前，也可放在副词后。如果用代词代替名词，这个代词只能放在副词前。如：

请把灯关上：Please turn off the light.

Please turn the light off.

Please turn it off.

Activity 5

Choose the suitable verb phrases to complete the following sentences.

turn into, turn off, turn on, turn down, turn out, turn up, turn over, turn around

1. The radio is too loud, _____ it _____ a little.
2. In cold winter, the water will _____ ice.
3. It _____ that the design was a success.
4. Mary promised to come, but hasn't _____ yet.
5. He _____ in bed when he had a sleepless night.
6. Please _____ the tap, we should save water.
7. He _____ the TV as soon as he entered the room.
8. Please _____ your chair _____ to the fire; it's cold here.

Activity 6

Choose the suitable verb phrases to complete the following sentences.

go on with, go over, go through, go by, go down

1. Stop talking and _____ your work.
2. I _____ the sonata in 30 minutes.
3. How fast time _____!
4. The sun has _____. Let's go home.
5. We must _____ the papers carefully before we hand them in.

Activity 7

Read the dialogue in pairs. Put the verbs in bold in the correct section of the table below. One example has been done for you.

Early in the Morning

A: It's time to **get** up!

B: I just went to bed!

A: You shouldn't have **stayed** up so late watching TV. I **told** you we had to get an early start.

in bold: 粗体

stay up: 熬夜

B: I know, but that movie was just too good to leave. I guess I'll just have to pay the price and be sleepy.

A: Do you want to eat breakfast here?

B: No, Why don't you just grab a bite at the coffee shop next door?

A: Okay by me.

Verb type 动词种类	Examples from the dialogue 对话中的例子
及物动词	told
不及物动词	
助动词	
系动词	
情态动词	

guess: 猜测

grab: 匆匆拿走

Activity 8

Read the dialogue in pairs. Underline the verbs and pay attention to their uses.

Mary (M) and Tom (T) are talking about whether Tina will join them on their camping trip.

M: Do you suppose that Tina will join us on our camping trip?

T: Possibly, but it depends on her getting time off work.

M: I am sure her boss will let her go for a few days. After all, she hasn't had a holiday in nearly two years.

T: I suppose you're right. Most likely her boss will let her off, but will expect her to make the time up over the next few weekends.

M: I agree. I wonder if she wants to bring Peter with her?

T: I imagine that she will. She doesn't like to go anywhere without Peter.

M: Yes, you're probably right.

T: That's okay by me though, I like Peter.

M: Yes, me too.

camp: 露营

depend: 依靠

imagine: 想象

Activity 9

Arrange the following words into simple sentences. One example has been done for you.

Mary, a letter from her brother, received, yesterday

→ *Mary received a letter from her brother yesterday.*

1. the soup, spoilt, the cook

2. quietly, the door, Tom, opened

3. enjoys, my sister, playing computer

4. ended, the football match, at 10pm

5. well, the man, the piano, played

6. we, at home, stay, on Sundays

7. there, a lot of people, are, at the bus stop

8. mobile phone, is, my, missing

9. have, I, great, faith in, you

10. made up of, is, China, 56 peoples

1.4 形容词 Adjective (adj.)

形容词的定义	用以修饰名词或代词的词。
形容词的特征	置于所修饰名词的前面。多数形容词具有比较级。有独特的后缀。
形容词的种类	简单形容词和复合形容词。如, bright, good-looking
形容词的位置	(1) 一般置于所修饰的名词前。如, handsome boy (2) 修饰由 some, any, every, no 等构成的复合不定代词时须后置。如, something interesting (3) 如有两个或两个以上的形容词修饰一个名词, 通常是关系最密切的要靠近被修饰的名词。如, a black silk skirt