

邱东林 谷红欣 编著

新编

大学英语写作

COLLEGE ENGLISH WRITING

(A NEW EDITION)

复旦大学出版社

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前 言

本书前一版《大学英语写作》于1993年5月出版。这是一本论述英语写作的实践和技巧的书,适合于非英语专业的大学生、研究生以及自学者。

英语写作现在越来越受到重视。在各类重要考试(托福考试、密执安考试、全国四级和六级考试以及研究生考试)中都设有英语写作这个项目。这是因为写作能反映出一个人的总体外语水平:词汇、语法、修辞等诸方面。另一方面,教师也能从学生的文章中找出错误,分析产生这些错误的原因,从而了解整个第二语言的习得过程(Second Language Acquisition)。

本书分十章,逐个介绍各种文体——记叙文、论述文和应用文——的写作方法、写作特点以及写作技巧。每章最后均配有大量不同类型的练习。

书中每章大致可分为四个部分:(一)简明扼要、通俗易懂的理论概说;(二)各种体裁的结构特点;(三)各种文体在写作过程中应注意的地方;(四)难易适中、富于启发的范文。这些范文并非出自名家之手,而是当今英、美以及其他国家大学生的作文,使中国大学生读起来倍感亲切。

第一章着重介绍一些写作方法,这些方法能帮助学生排除写作过程中的心理障碍。

第十章收集了14篇学生范文,主要为我国大学生和研究生的文章。我们仅作了一些语法上的修改,以使它们能真实地反映当前大学生英语写作的现状。

全书最后列有“参考书目”。

《大学英语写作》出版至今已六年,是进行修订的时候了。这次修订对第一章、第四章、第八章和第十章进行了较大的改动,在其他的章节中略加了一些例子,去掉了一些重复的内容以及不合形势的文章。总之,这次修订的原则是:删繁就简,突出重点,结合实际,提高能力。

六年来我国的政治、经济、教育发生了很大的变化。英语写作也越来越受到重视,几乎所有的考试都包括了英语写作。但学生的英语写作能力是否提高了?提高了多少?还存在什么问题?如果我们把现在大学生的英语文章与六年前的英语文章进行比较、分析,就不难得出结论。不能简单地认为考试中增加英语写作就能提高学生的“语言能力”,就不是“应试教育”;英语写作也可能是“应试教育”的一部分。现在大量的“八股文”式的英语文章应引起我们的重视。

本书的宗旨是提高学生的写作能力和技巧,而非为了考试。如果读者在读完全书后,在英语写作方面有所收获,有所进步,我们将感到不胜荣幸,我们将为此继续作出不懈的努力。

编者衷心希望本书成为广大大学生、研究生以及青年自学者的良师益友。

限于编者水平,书中谬误在所难免,敬请广大读者指正。

编 者

1999年4月

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第一章

导 言 (Introduction)

Composition 的词根意思是“组合”。因此,我们写文章就是将思想、词和句子组合成一个整体,使读者能够理解我们想要表达的一切。

一、写作前的准备

1. 两种启发方法

写作课上常碰到这样的现象:作文题布置之后,学生竟然感到无从下笔;即使是自由命题,允许学生任意发挥,他们有时也会不知所措。事实上不是没有东西可写,生活经历多姿多彩,关键是不知从何下笔,塞得满满的脑子一到写时却空空如也。

因此,写作前的准备工作很重要,它可以帮助将潜藏在大脑里的信息启发出来,并且理出一条清晰的思路。准备工作中经常用到的方法有循环(looping)和提纲(outlining)。

(1) 循环

在大致确定了一个写作范围但尚未形成计划的时候,不妨将涌入脑海的思想快速而不停顿地记录下来,而不必首先考虑哪些

有用,哪些无用,哪些重要,哪些不重要。

运用循环的方法,首先得确定一个范围,以使思维集中。

其次,要连续写上若干分钟。初学者以四五分钟为宜,以后可适当延长时间。关键是不停笔,即使感到无话可说,可以写“I don't know what to say”之类的句子,甚至在纸上画圈,也不要搁笔思索。这样做的目的无非是让大脑处于兴奋状态,以保证思维的持续性。

第三,不要回首阅读写过的句子,不要去考虑拼写、标点、语法等方面的错误,尽量不使思维受到干扰。

最后,完成一个循环之后,审视所写的内容,以一句“重心句”(center of gravity sentence)来表达此时你最感兴趣的问题,它可能是刚结束的那个循环的内容的提炼,也可能是你刚产生的一个念头。

以这句“重心句”为起点进入第二个循环。每经一个循环,你的思想更趋明朗化。一般最多经过三个循环,就差不多可获得文章的主题以及内容,在此基础上再仔细构思文章的结构。

循环法可以排除写作的心理障碍。有时候,你不是不会写,而是不敢写,怕犯这样或那样的错误,采用循环法可使你放下包袱,轻松地写下心里想到的话。也许你有过这样的经历:落笔之前,似乎脑子混沌,笔尖干涸,但一旦写起来,却是思潮如涌,一发而不可收;或者一个念头突然闪现在脑海里,你觉得这个念头在文章后半部要用,可是到时候怎么也想不起这个好念头,好念头如同流星一闪而过。而循环法可及时抓住思想中的流星。循环法的另一优点是高效,10分钟内可以写上200来词,通过不断训练,可以养成思索敏捷、边想边写的习惯。

下面这位同学把循环法运用到实际写作过程中,在大约15分钟的时间里完成了三个循环。

OPPORTUNITY

循环 1

I have had opportunity to sing, to dance, to jog, to be me. I have had lots of opportunities throughout my life. I was brought up in a nice home with neat parents who never fought in front of me and who will be married for 25 years this August. I went to a great high school with a rotten football team, but that's o. k. because I guess I learned a lot about people while I was there. I learned a lot about boys anyway. I also went to a nice choir and we had lots of kids and a fabulous director. We put on musicals and had a lot of tours. But I almost didn't take that opportunity and I never did want to go to rehearsals. That was a neat opportunity my parents made me do.

重心句 I've had lots of opportunities in my life, and some of them my parents made me take when I didn't want to.

循环 2

重心句 I've had lots of opportunities in my life, and some of them my parents made me take when I didn't want to.

I really have... I'm glad my parents made me do those things. In fact, I'm more than glad. Really, I think, my best opportunity is myself. I owe it to my parents for bringing me up the way they did. They instilled values and personality into me, but now planning my biggest opportunity is about myself. I have the opportunity to be anyone I want to be. Conceit. I

better narrow this thing down further. I have grabbed opportunity and created opportunity by all the things I've done. One way that I've realized this and changed my attitude about myself in the world is by working in this summer. I've always thought of myself as a city girl, but I loved farms, so when the opportunity came, I grabbed it. I learned how to feed pigs and to hoe, etc. .

重心句 My biggest opportunity is myself, and I proved this by working this summer.

循环 3

重心句 My biggest opportunity is myself, and I proved this by working this summer.

Before the summer vacation, I received a letter from my uncle. He is a peasant and responsible for 20 acres of land and 15 pigs with my aunt and two cousins. His family is now better off. In the letter he invited me to visit his home. It's nearly 10 years since I went to his home the last time, when I was a little girl. I was glad to accept his invitation, for I wanted to see the countryside with my own eyes. My uncle's family warmly welcomed me. The second day I could not be only a guest any longer and expressed my hope to go to the fields with them. They agreed and I was given a hoe, that day's work was to hoe the cotton field. At first I felt curious, and sang happily as I worked, but I felt more and more tired, sweating all over and heart throbbing hard. How I hoped to have a rest, but we had just worked about 10 minutes. I bit my lip and persisted. When the day was over, I was proud. Then the second, the third day, and on and on. I did many sorts of work. Although

I stayed there only a month, I thought I was much grown up.

重心句 I made my opportunity.

在完成三次循环之后,这位学生便获得了文章的主题,她决定着重写在第二次循环中出现的想法:My biggest opportunity is myself, and I proved this by working this summer. 这样,一篇优秀的文章便水到渠成了。

当然有时两次循环即可,有时得进行四次循环,这取决于文章的性质以及本人的写作技能。

(2) 提纲

提纲即是文章的计划。在落笔之前,对文章从内容到结构有明确而清晰的打算,这样才能保证文章既紧扣主题,又有条不紊。

提纲并非一定要规范化,允许采取各自喜欢的格式,关键在于对文章所要反映的主题和内容的安排有比较清楚的考虑。以下是一个规范的文章提纲:

Thesis: TV has both good and bad effects on us.

Introduction

I. Benefits of TV

A. Entertainmental

1. Movies and performances
2. Sports shows

B. Educational

1. Children's shows
2. TV courses
3. Information of world events

II. Harm of TV

A. Deterioration of health if exposed to TV too long

B. Distraction of children from study

Conclusion

一个规范化的提纲有下列要求:a) 标明段落层次;b) 同一层次起码有两个并列项,例如,不可仅有 A 而没有 B。

但提纲更注重内容的一致性(unity):

- a) 每一主要段落紧扣文章主题
- b) 每一主要段落包含若干具体内容
- c) 具体内容选择、安排得当
- d) 避免段与段之间意思的重复

有时候,你拿到一个题目时,心如乱麻,理不出头绪。在这种情况下不可能列出提纲。这时你可以先将自己能想到的与题目相关的内容一条条列出来,然后分析所写出的条目,将它们分类、筛选,挑出感兴趣的若干条,按一定顺序排列。在此基础上建立提纲也就是水到渠成的事了。那位写出上面所示提纲的学生一开始想到了以下这些方方面面:

Relaxing after a day's work
Killing time
Providing knowledge
World news
TV courses
Sports news
Program on science
Children's shows
Movies
Animal world
Football games
Distraction of children from study
Crime incidence increase
Health deterioration
Other countries

A lot of fun

经过整理、选择,一个计划在她心中变得明朗起来。

上面介绍的两种方法,可在一定程度上排除写作恐惧心理,解决无话可说或有话不知如何说的问题。但要写出一篇好文章,关键在于对所写对象的了解。如果不了解,或者了解不够,那么即使写出来了,内容也是空洞的。所以,不论命题式作文或者自由命题,都应该考虑到学生的知识、经历等因素,而学生自己应该选择自己熟悉的题材,从而有话可说,有感可发。

同时,作文题目应该宽窄有度、比较具体。如果为了不过分地约束学生的思想,提供一个发挥的自由度,从而题目给得较宽的话,那么学生自己应该适当地缩小文章的涉及面。试读下面的文章。

CITY AND COUNTRYSIDE

Although there are some similarities between the city and the countryside, there still exist great differences between them in the following fields.

Generally speaking, the environment is better in the countryside. It's quieter, cleaner and fresher than the city. On the other hand, people in the city can get good education, various kinds of entertainment, and free public health services. In addition, transportation in the city is more convenient than in the countryside.

To sum up, life in the city is more colorful, while life in the countryside is boring. Now, people are working hard to reduce the gap.

这篇文章就形式而言是不错的:结构完整、条理清晰、语句通顺。但内容过于空洞,几十词的正文居然包括环境、生活、教育、交通等诸多方面,各方面都是一笔带过。

问题在于,这个题目对于一篇仅要求词数在 150 左右的作文来说,大得几乎不着边际。

2. 写作需考虑的因素

(1) 目的

为什么要写文章?生活中用笔头形式交流信息的场合非常多,这就构成了许多不同的目的,归纳起来有四种:叙述、描述、说明和议论。这四种目的在不同场合又有不同的运用。写作目的与文章的主题、材料的选择与安排、表达方式等因素密切相关。

记得有一次在课堂上布置写一则房屋出租启事。出租启事的目的无非是广告天下,以房屋的条件吸引承租者。因此文章勿需写得很长,只要简要明了地、客观地描述房子的有关特征即可。一位学生是这样写的:

Don't you really wish to have a comfortable, spacious and bright apartment in a noisy city. Recently I have bought a new apartment which lies on the third floor and faces south.

It's big enough for me to live in. There are two bedrooms—one is 12 square meters, the other 11 square meters, adjoined to a balcony. Next to the bedrooms is a living room of 10 square meters. And it leads to the kitchen which is as big as 5 square meters, and equipped with a gas stove. Of course a washroom is necessary. My washroom covers 4 square meters, with a full set of hygienic equipment.

After a day's straining work, having a bath, lying on the sofa, smoking a cigarette, watching TV, appreciating mu-

sic... You can imagine how comfortable it is.

这一篇文章比较清楚地介绍了一套房子的情况,然而对照出租启事的目的,却存在画蛇添足的缺陷:作者似乎在抒发对房子的热爱,也许冠以“My Apartment”更合适。试读另一例:

There is a flat for rent. It is on the third floor, bright and spacious. Both of its bedrooms, 11 and 12 square meters, face the south, and the 12-square-meter one opens onto a balcony covering 3 square meters. The living room is 10 meters across and it features a full-height closet. The kitchen is as big as 7 square meters, equipped with a gas stove. The washroom is big too, covering 6 square meters. What's more, its tub is tiled and there is a drainage especially prepared for a washing machine.

这篇习作采用第三人称,立足于客观事实,将房子的位置、面积、设备一一摆在承租者面前。

我们经常用到“量体裁衣”这个成语,写作的时候,文章内容结构这件衣服就要适合写作目的这个身体。在构思的时候,可以向自己提出以下问题:

What is the assignment for?

What do I know about the assignment?

What is the thesis to be focused on?

What details support the thesis?

What form will be appropriate for the writing?

Who is the audience?

(2) 阅读对象

假设你想去国外读书,要写两封信。一封给你熟悉的老师,请

他做推荐人;另一封写给你准备求学的那所学校的导师,你想投于他门下,可因为不认识,只好投石问路。你会采用同一种口气吗?恐怕不会。对后一封信,为了博得对方的好印象,你必然在措辞、语气方面小心翼翼,而对前一封信,你可以直抒胸臆。这个例子可以说明读者这个因素的重要性。

然而在练习写作阶段,一般容易忽略这个因素,因为似乎除老师以外,没有其他读者。可在实际写作中,这个因素确实发挥着作用。文章通常是给别人看的,目的在于向对方传达信息,而对方的情况,包括智力水平、知识水平、兴趣热点、与作者的关系等等,影响着信息的沟通。下面是一篇报刊文章的开头:

If pollution continues to increase at the present rate, formation of aerosols in the atmosphere will cause the onset of an ice age in about fifty years' time. This conclusion, reached by Dr S. I. Rasool, Dr S. H. Schneider, of the United States Goddard Space Flight Center, answers the apparently conflicting questions of whether an increase in the carbon dioxide content of the atmosphere will cause it to cool down. The Americans have shown conclusively that the aerosol question is dominant.

它的读者是普通的、不精通科学的广大读者,为了引起他们的注意,文章一开始就将他们未曾意识到的危险醒目地摆了出来。这一段中的 aerosol 是一个陌生的科学名词,文章在后面部分特地对它作了解释。请设想,假如读者是一群环境科学专家,这样的开头是否合适? aerosol 这词还需解释否?

事实上,学生作文中有的错误就是忽略读者这个因素引起的。例如:

(A) These years, China is trying very hard to develop agriculture and industry. But some people and factories, in order

to gain enormous profits, ignore one thing—this thing is related to other things.

- (B) At present, we are in the face of the challenge of pollution, so we must lose no time to solve it, preventing it from being worse, or human beings will suffer an imminent catastrophe.

这两位学生心里明白 one thing 和 catastrophe 指什么,然而一直未点破其意,使读者感到莫明其妙。

总而言之,作者的心里应该装着读者,尽一切努力唤起他们的兴趣,促成他们的理解。可以针对下面这些问题进行思考:

What values does this audience hold?

What does the audience know about the topic?

Does the audience have any strong opinions about the topic?

What does the audience need?

What effect do I want to have on the audience?

这几个问题在构思准备阶段就应该考虑到,因为它们影响到文章的内容、结构、表达方式等。

二、怎样写好句子和段落

1. 句子

(1) 具体

写句子切莫空洞,言之无物。中国人和英美人在思维方面有一定的差别,特别是在用词造句方面。比如中国人常说:昨晚我出去玩了,这个“玩”字很抽象,但英美人会具体地说出玩什么:看电影?还是去跳舞?又如,中国人会说:我喜欢喝酒,“酒”也很抽象,