



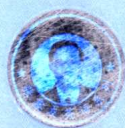
张鑫友英语专业自考教材配套系列

综合英语 自学指南

主编：张鑫友
编写：高教英语自考命题研究组

(一上)

English



中南大学出版社

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(一 上)

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写在前面的话

本书是根据全国高等教育自学考试指导委员会组编、徐克容主编的《综合英语(一)》(上册)教材的内容而编写的。全书按照教材的课次进行编写,每课均由以下五个部分组成:

★参考译文:将课文全部译成汉语,译文在注重准确的前提下,力求通顺、流畅、易懂。

★词汇双解:将课文单词表中的单词给以中文和英文两种解释,让读者真正领悟到每一个单词的准确意义和内涵。

★补充注释:这一部分主要是针对教材中的注释不足而设置的。由于篇幅所限,教材中有很多重点、难点没有列出,故本部分特选出加以详解。

★习题全解:对各课中的全部练习都给出了合适的答案。所给的答案仅供参考,广大读者在学习的同时也可以有自己的观点和看法。

★每课一测:针对课文的重、难点和易混之处,我们特在每课后设置了一定数量的练习,让读者进行反复的测试和训练,练习后附有答案和详细的解析。

本指南内容翔实、完善。但愿本书的出版发行能助广大自学者一臂之力。

编 者

2001 年 12 月

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第一 课

参考译文

如何利用时间

埃尔伍德·N·查普曼

如何处理好时间是件非常棘手的事,它难以掌握,易于失去。在你展望未来时,你会认为有用不完的时间。例如,在一学期开始的时候,你或许会觉得有很多时间。但在临近期末时,你会突然发现时间即将用完。你没有足够的时间来复习你所有的课程,这样,你就会感到焦虑。怎么办?要掌握时间!

时间是件很危险的东西。假如你不掌握它,它就会掌握你。假如你不能使它为你所用,它就会对你不利。所以,你必须成为时间的主人,而不是它的仆从。作为一名大学新生,妥善安排时间是你的头等大事。

时间是有价值的。浪费时间是一个坏习惯。它像毒品一样,你浪费得越多,就越容易继续浪费下去。假如你真心想充分利用上大学的机会,你就应该把利用时间的要旨付诸实践。

要旨 1:从一开始就要掌握时间

时间指的是今天,而不是明日或下一个星期。要从学期一开始就实施你的计划。

要旨 2:养成用笔记本的习惯

今天就去买一个笔记本,用它来计划你每天的学习时间。一周的学习计划一旦确定,每周就应按照同样的模式执行,允许有些小的变动。星期天是制订下一周计划的好日子。

要旨 3:要切实可行

在一般情况下,你可以从经验中得知写一篇短文,准备一次测验,或者复习准备期末考试要花多长时间。在你为这些事情作出安排时,要做到切实可行。计划要留有余地,以防意外的事情发生,否则,整个计划就会被打乱。

要旨 4:至少为每节课安排 1 小时

你为每节课安排多少学习时间,取决于 4 个因素:(1)你的能力;(2)课程的难易程度;(3)你希望取得的成绩;(4)你利用学习时间的程度。但有一件事是肯定的:你至少应为每节课安排一个小时的时间。在很多情况下,或许需要两到三个小时。

要旨 5:灵活地执行你的计划

以周为单位,重新安排时间是很重要的,这样才能在必要的时候对计划进行某些调整。例如,在期中或期末考试前,你会需要更多的时间来用于复习。一个好的计划必须具有灵活性,这样才能保证某些特殊任务能很好地完成。

要旨 6:有课的日子每天都要抽出一定的时间用来学习

每天踏踏实实地学习一会儿,比一天学习很长时间,第二天什么也不学要好。在你制订时间表时,尽量做到每天至少要有两个小时的学习时间。这不仅能使你保持这个学习习惯,而且还能帮你跟上课堂进度。

要旨 7:自由的星期六——学习的星期天

在某一天里停止所有的学习活动是有益的。许多学生选择在星期六进行体育或社交活动,而另一方面,对许多学生而言,星期天是学习的最好日子。它是用来弥补拖欠的阅读任务和其他作业的好时机。

词汇双解

message /¹mesɪdʒ/ *n.* the main or most important idea 要旨,要点

tricky /¹trɪki/ *adj.* (of work, question) complicated and needing great care; (of people) crafty, deceptive (工作、问题等)微妙的,棘手的

的;(人)狡猾的

beginning /bi'giniŋ/ *n.* first part; starting 开始,起初

semester /si'mestə/ *n.* (esp. in US universities and colleges) either or the two division of the academic year (尤指美国大专院校的)学期

cover /'kʌvə/ *n.* deal with sth. 处理

duty /'dju:ti/ *n.* task or action that sb. must perform 任务

management /'mænidʒmənt/ *n.* control and organization 管理

number one /'nʌmbə'wʌn/ *adj.* the most important (person or thing) 最重要的,头号的

seriously /'siəriəsli/ *adv.* in a serious manner 真心地,当真地,认真地,严肃地

once /wʌns/ *conj.* as soon as; when 一旦...(就...)

weekly /'wi:kli/ *adj.* once a week or every week 每周一次的

follow /fə'ləu/ *v.* act according to sth. 遵照,沿用

following /'fɒləuiŋ/ *adj.* next in time 紧接着的

realistic /riə'listik/ *adj.* based on facts rather than on illusion, practical 现实可行的

essay /'esei/ *n.* piece of writing, usu. the short and in prose 作文,短文

quiz /kwiz/ *n.* a short test that a teacher give to a class 考查,测验

upset /ʌp'set/ (upset, upset) *v.* become overturned or spilt; disrupt (a plan) 打翻;打乱(计划等)

ability /ə'biliti/ *n.* talent; capacity 能力;才智

grade /greid/ *n.* mark given in an exam or for schoolwork (考试或作业的)分数

achieve /ə'tʃi:v/ *v.* gain or reach(sth.) 获得

flexible /'fleksibəl/ *adj.* easily changed to suit new conditions 灵活的

replan /ri'plæn/ *v.* consider or arrange in advance again 重新计划

basis /'beisis/ *n.* foundation ;main principle that lies under sth. 基础;根据

project /'prɒdʒekt/ *n.* task set as educational exercise which requires stu-

dents to do their own research and present results 课题, 科研项目
mid-term /mid'tɜ:m/ *adj.* (of) the middle of a term 期中的
solid /'sɒlɪd/ *adj.* well done and of real practical value 扎实的
schedule /'ʃedju:l/ *n.* program of work to be done or planned events 计划表

alive /ə'laɪv/ *adj.* not dead; in existence; continuing 起作用的; 存在的; 活着的

assignment /ə'saɪnmənt/ *n.* task or duty that is assigned (指定的) 作业

activity /æk'tɪvɪti/ *n.* specific thing or things done; action 活动

social /'səʊʃəl/ *adj.* of or designed for companionship and recreation 社交的, 友谊的

seem /si:m/ *v.* have or give the impression or appearance of being, or doing sth., appear 似乎, 好像

back /bæk/ *adj.* of or for a past time 以前的, 过去的

补充注释

1. **When you look ahead, you think you have more time than you need:** 句中的 look ahead 意为:

1) “向前看; 往远处看”。如: Look ahead in the distance, and you can see lights of the village. 你往远处看, 便可以看见村庄里的灯光。

2) “考虑未来; 为未来做准备; 计划未来”。如: ① Farmers are looking ahead to a prosperous year. 农民们在展望一个丰收之年。② Planning officials are now looking ahead to the needs of the population in the year 2001. 制订计划的官员们正在考虑 2001 年人口的需求。

与 look 搭配的常见词组还有: look at (看, 注视, 过目); look back (回头看, 回想); look down (俯视, 朝下看); look down upon (看不起, 不赞成); look for (寻找); look forward to (期望, 盼望); look into (朝...里看, 调查, 研究); look out (向外看, 小心)。

2. **You may feel that you have plenty of time on your hands:**

plenty of 意为“大量的”(后常接不可数名词或可数名词复数)。如: Make sure she eats well and gets plenty of fresh air. 她一定要吃好并要吸入大量的新鲜空气。另外,表示“许多,大量”的词组还有: a lot of (lots of) (后可接不可数名词或可数名词复数); a great deal of (通常接不可数名词); a (large) number of (通常接可数名词复数)。

3. **If you don't make it work for you, it will work against you:** 此外动词 make 的结构是 make + 宾语 + 不带 to 的不定式,表示“使…做某事”。可用此结构的其他常见词有: see, watch, hear, feel, find 等。如: I heard her sing downstairs. 我听见她在楼下唱歌。

4. **As a first-year college student, time arrangement will be your number one problem:** number one 意为“自己,自己的利益”。如: Don't always think of number one. 别老是考虑个人的得失。另外常见意思还有:

① 首领,头头。如: John is number one around here and I'm his number two. 在这一带,约翰是头头,我是他的副手。

② 最好的,上等的;第一流的;头等的。如: George is America's number one golfer. 乔治是美国最棒的高尔夫球手。

5. **Wasting time is a bad habit. It is like a drug:** 是明喻(Simile),是就两个不同类对象之间的相似点进行比较,常用 like 做比喻词。如: The mothers stayed back in the kitchen washing and drying, putting things away, recrossing their traceless footsteps like the life time journeys of bees...

6. **The more time you waste, the easier it is to go on wasting time:** more 是形容词、副词和不定代词 much 的比较级形式。词组 more and more 意为“越来越多”,程度越来越高。如:

① Life is becoming more and more expensive. 生活费用越来越高。

② More and more people grew ill. 越来越多的人生了病。

7. **Allow for unexpected things:** 句中 allow for 意为:

① take into consideration (考虑)。如: We should allow for the serious flood. 我们应考虑水灾。

② make an allowance for (原谅, 体谅)。如: As for this matter, you should allow for the circumstances. 至于此事, 你应体谅那时的情形。

8. **In many cases, two or three hours will be required:** 句中 in many / some cases 意为“在多数/一些情况下”。如: Social customs usually change along with time but in some cases for a certain reason some social customs will remain unchanged for a long period. 社会风俗常会随着时间的推移而变化, 但在某些情况下由于某种原因一些社会风俗也会长时间保持不变。与 case 连用的常用词组还有: in any case (无论如何, 无论怎样); in case (如果, 万一, 免得); in case of (以备, 以防)。

9. **It is important that you re-plan your time on a weekly basis so that you can make certain changes when necessary:** 句中 so that 意为“以便, 为了”(常引导一目的状语从句)。如: They have to earn lots of money so that they can buy their children nice food and clothes.* 为了给孩子们买好吃好穿的, 他们不得不挣很多钱。试与另一词组 “so... + adj. / adv. + that” (如此...以致于)(引导一结果状语从句)比较。如: It is so late that we had to go back home by taxi. 天太晚了, 我们不得不坐出租车回家。

10. **This will not only keep your study habit alive but also keep you up to date on your class assignments:** 此句中两个 keep 用的是同一结构: keep + 宾语 + 宾语补足语。这里的宾语补足语是由形容词组来充当, 除此之外, 现在分词也可用来充当宾语补足语。如: He was engaged when I visited him and kept me waiting for half an hour. 我拜访他时, 他正好有事, 让我等了半个小时。

11. **It is a good day to catch up on back reading and other assignments:** 句中 catch up on 意为“(作出额外的努力以便)赶上, 补做”。如: I have got much work to catch up on. 我有许多工作需补做。

与 catch 连用的常见词还有: catch up with (赶上, 追上); catch sb's attention (引起某人的注意); catch sight of (看见, 瞥见); catch hold of (抓住, 握住)。

习题全解

Questions on the Text

1. The article is written for first-year college students. Because: Firstly, time is tricky. It is difficult to control and easy to waste. Secondly, time is dangerous. If one cannot control it, he will be controlled. If one does not make it work for him, it will work against him. Thirdly, time is valuable. If one seriously wishes to get the most out of college, he must make good use of time.
2. In the first three paragraphs of the article, the author says that time is tricky; time is dangerous; and time is valuable.
3. In the author's opinion, time is today, not tomorrow or next week. The author advises that we control and start our plan at the beginning of the time.
4. We can use the notelook to plan our study time each day.
5. If we are not realistic in planning time for these things, when unexpected things arise, our entire plan may be upset.
6. I think one hour of study for each class hour is enough, because if we have this habit, and can keep it, we can get all necessary work well prepared.
7. Because during different period, different emphasis will be focused on. We should make our plan a little flexible so that special projects can be done well.
8. Yes, I think so. This habit will keep us up to date on our class assignments. And some solid work each day is better than many study hours one day and nothing the next.
9. On Saturday, many students stop all study activities. They choose this

day for sports or social activities.

10. No, the author does not think so. The author thinks that it is good to be free on Saturday and to study on Sunday.
11. In the author's opinion, Sunday seems to be the best study day for many students. It is a good day to catch up on back reading and other assignments.
12. I think all of the seven messages are important. I would like to try my best to put them into practice.

Written Work

Time is important. Everyone has 24 hours a day, and 365 days a year. Once a day passed, it will never return in our life. If we love our life, we mustn't waste time. We should take time in our control. The best way to use our time is to get our time well-planned.

When setting up a study plan, we should take two things in our mind. Firstly, our plan should be realistic. Don't hope to do too much things at one time; Secondly, a good plan must be a little flexible. We can follow the same pattern every week with small changes.

Let us become the master of time, and start our plan today.

Vocabulary Exercises

1. 1) easily faithfully truly quietly badly
2) kingly lovely fatherly manly friendly
3) nightly yearly weekly daily monthly
2. 1) (1) My food is running out, so I have to buy more.
(2) Now that you have said so, you should put what you have said into practice.
(3) It will take at least two hours to get there by bus.
(4) Although we failed, at least we have done our best.
(5) Speak a little louder, so that you can be heard.
(6) How long did it take you to write that article?

- (7) You seem to be very sad. Tell us what's the matter, so that we can help you.
- (8) We should keep the classroom clean.
- (9) We may ask Xiao Wany for help. He seems to have plenty of time on his hand.
- (10) My brother will go to Beijing next week. He wishes to get the most of the time when he stays there.
- 2) (1) You are the one I am looking for.
 (2) This book is not mine, but John's.
 (3) They have been the best friends to each other.
 (4) Beijing is a beautiful city.
 (5) That seems to be the best choice.
3. 1) backward, ahead 2) up
 3) Toward 4) of
 5) against 6) on
 7) out, at 8) from
 9) up, on 10) on, for
4. 1) use 2) of
 3) named 4) by
 5) want 6) comes
 7) situations 8) for
 9) may 10) custom

Grammar Exercises

1. 1) homework 2) information
 3) has 4) are
 5) are 6) How much
 7) a cup of sugar 8) baggage
 9) are 10) is
 11) are 12) does not
2. 1) \ 2) A