


COLLEGE ENGLISH TEST

CET

大学英语考试专项训练系列

大学英语
四级考试指南
短文写作分册

王美君 主编

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大学英语四级考试指南五

短 文 写 作

分 册

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再 版 前 言

《大学英语四级考试指南》一书,自问世以来,因其知识归纳较为系统,考题分析具有较强的针对性,所配的模拟试题比较符合当前四级统考实际而颇受读者欢迎。

随着 21 世纪的到来,特别是我国加入 WTO 以后,对大学英语教学提出了更高的要求。为了适应新的形势,满足广大读者更高层次上的需求,编著者对原书作了全面的修订,使知识的归纳更全面,更具系统性,考题的分析更详尽、更具针对性,并充实了模拟试题,更加突出了实用性。现按专题分册出版,给广大读者提供了更为灵活、可供选择的空間。

《短文写作》分册,旨在帮助读者在较短时间内有效地提高写作水平,提高四级作文的成绩。本书的特点是实用性和指导性强,从介绍四级作文的出题范围、分析题型特征到如何培养写作技能,提高写作水平,都有比较详细而精确的阐述,同时提供写作中常用的词语和表达方式,使读者在四级考试中得心应手,取得比较满意的成绩。

本册由徐建华任主编;由杨重鑫教授主审,并得到必鼎梁与复旦大学出版社等有关专家的指导,谨致衷心感谢。

由于教学任务繁重,编写时间仓促,修订时虽力求做到尽善尽美,但疏漏不妥之处,恐在所难免,敬请广大读者批评指正。

编著者
2003 年 2 月

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第一章 概 述

第一节 大学英语四级写作的意义

英语写作是英语学习者全面运用所学语言知识来传达信息、交流思想的一个过程,是最能反映英语学习者英语水平的项目之一。随着我国改革开放的进一步深入,特别是在我国进入世界贸易组织以后,我国与世界各国的交往日益频繁,英语写作也越来越具有现实的意义。令人遗憾的是,面对写作,许多英语学习者有无从下手的感觉。这一点也可以从全国大学英语四级考试的作文卷中略见一斑。自从1987年列入大学英语四级统考以来,写作一直是学生感到十分头痛的题型,许多学生甚至放弃了这一部分的得分,把大量的精力花在其它技能的培养上,造成了历年来四级考试写作单项成绩明显偏低的现象,在总分为15分的情况下,学生的作文平均得分只有6、7分,大量的考生作文分在5分以下。针对这一现象,1996年秋国家教委考试中心出台了新规定:在今后的大学英语四级考试中,考生作文如果得零分,则不管客观分有多少分,都拿不到四级合格证书。同时,四级作文部分设立了最低分6分,低于6分的考生,采用下列算法:

1. 作文为0分,总分若高于60分,报导时一律作59分不及格处理;若总分低于60分,则报导时一律再减6分。

2. 作文分大于0分,小于6分,则按以下公式计算成绩:

最后得分 = 原统计总分 - (6 - 实际作文得分)

举例来说,如果原统计总分是62分,实际作文得分是2分,则最后报导分为:

$$62 - (6 - 2) = 58$$

也就是说,总分要减去相应的分数。应该说,这一规定使作文在四级统考中的地位更加突出了,写作已成为学生无法回避的一个检

测项目,作文不过关的同学通过四级的难度将大大增加。这样,如何提高四级英语写作能力就成了一个迫切需要解决的问题,摆在外语教师和学生的前面。

第二节 大纲对四级作文的要求及评分标准

1. 教学大纲对写作部分的要求

根据 1999 年 9 月的《大学英语教学大纲》(修订本),大学英语基础阶段达到四级对写作的基本要求是,学生“能在阅读难度与课文相仿的书面材料时作笔记、回答问题和写提纲,能就一定的话题或提纲在 half 小时内写出 120—150 词的短文,能写短信和便条,表达思想清楚,无重大语言错误。”

2. 考试大纲对写作部分的要求

大学英语四级考试大纲对写作考试的要求比较具体:“写作:共 1 题,考试时间 30 分钟。要求学生写出一篇 120—150 个词的短文。试卷上可能给出题目,或规定情景,或要求看图作文,或给出段首句要求续写,或给出关键词要求写成短文。要求能够正确表达思想,意义连贯,无重大语法错误。写作的内容包括日常生活和一般常识。”

3. 评分原则及评分标准

《大学英语四级考试作文题评分原则及标准》指出,作文评分应以教学大纲对写作的要求为准则,采用总体评分(Global Scoring)方法,阅卷人员就总的印象给出奖励分,而不是按语言点的错误数目扣分。总体评分法主要参照内容和语言两个方面。内容和语言是一个统一体。作文应表达题目所规定的内容,而内容要通过语言来表达。评分人员既要考虑作文是否切题,是否充分表达思想,也要考虑是否用英语清楚而适切地表达思想,也就是考虑语言上的错误是否造成理解上的障碍。

评分人员的参照标准是样卷。样卷按优劣程度分为 5 档:2 分、5 分、8 分、11 分及 14 分。阅卷人员参照样卷对所阅试卷进行归档打

分,若认为与某一分数(如 8 分)相似,则定为该分数(即 8 分);若认为稍优或稍劣于该分数,则可加一分(即 9 分)或减一分(即 7 分),但不得加减半分。

写作满分为 15 分,各档的评分标准是:

1) 2 分——条理不清,思路紊乱。语言支离破碎或大部分句子均有错误,且多数为严重错误。

2) 5 分——基本切题。表达思想不清楚,连贯性差,有较多的严重语言错误。

3) 8 分——基本切题。有些地方表达思想不够清楚,文字勉强连贯;语言错误相当多,其中有一些是严重错误。

4) 11 分——切题。表达思想清楚,文字连贯,但有少量语言错误。

5) 14 分——切题。表达思想清楚,文字通顺,连贯性较好,基本上无语言错误,仅有个别小错。

此外还特别注明:白卷,作文与题目毫不相关,或只有几个孤立的词而无法表达思想,则给 0 分。

另外,字数不足的应酌情扣分,具体如下:

累计字数在 90~99 之间,扣 1 分。

累计字数在 80~89 之间,扣 2 分。

累计字数在 70~79 之间,扣 3 分。

累计字数在 60~69 之间,扣 5 分。

累计字数在 50~59 之间,扣 7 分。

累计字数在 49 之下,则扣 9 分。

注:① 如题目中给出主题句、起始句、结束句均不得计入所写字数。所规定的作文字数必须是考生自己所写的。

② 对规定三段的作文,只写一段者给 0—4 分;只写两段者给 0—9 分。

4. 评分标准实例分析

为了使读者对上述评分标准有更准确的了解,写出优秀的作文,我们给出两道作文题,并给出各五篇不同档次的作文,先请你自己依

据上述的评分原则及评分标准为这十篇作文打分,然后再去看简评中实际得分及实际得分依据。在研究这些样题时,一定要注意得分与以上评分标准之间的关系。

请先看下题:

实 例 一

Directions: For this part, you are allowed 30 minutes to write a composition on the topic: **Is a Test of Spoken English Necessary?** You should write at least 100 words and you should base your composition on the outline (given in Chinese) below:

1. 很多人认为有必要举行英语口语,理由是……
2. 也有人持不同意见……
3. 我的看法和打算

样 卷 1

A test of spoken English will be included as an optional component of the College English Test (CET). Many people believe a test of spoken English is an important part of the language. Only when one speaks fluent English can one say that he has really mastered the language. So a test ought to be devised to assess one's ability in spoken English.

However, some people think that a test of written English is enough and a test of spoken English is not necessary. They hold that one's ability in English can be shown in a test of written English and a test of spoken English will add to the burden of the students.

I believe it is of great importance for every foreign-language-learner to speak the language with fluency. A test of spoken Eng-

lish will stimulates students to improve their oral English. So such a test is necessary. And I intend to take it if possible.

你的评分_____

简评:这是一篇 14 分的样文,无论是从内容还是从语言来看都属上乘之作。从内容上来看,该文紧扣主题,表达思想简明扼要,文章结构清晰。从语言形式来看,该文语句通顺,文字连贯,用词恰当准确,表达颇为地道,几乎没有语言错误,只有第三段第二句“A test of spoken English will stimulates students to improve their oral English”中,“stimulates”应改为“stimulate”,符合 14 分档的评分标准。

样 卷 2

A test of spoken English will be included as an optional component of the College English Test (CET). Is it necessary? Many people think so because spoken English is widely used in the everyday life. If a person who is good at written English can't speak it, how can he communicate with others?

Some people think spoken English is less important than written English because they think most science books are written in English. One can't understand the content if he can only speak English. And furthermore, the test of spoken English is not so fair. A teacher can give the scores according to his own like.

Anyway, I think it is necessary. A test of spoken English can encourage us spend more time speaking English in the spare time. It also contribute to our written English learning. I will try my best to study spoken English hard and practice it as often as possible. I think where there is a will there is a way.

你的评分_____

简评:这是一篇 11 分的样文。文章切题,表达思想清楚,内容层次分明,文字连贯,论述的理由充分,符合逻辑,句式有所变化,用词

基本得体。不足之处是有少量的语言错误,如第一段的“in the everyday life”应改为“in everyday life”,第三段的“A test of spoken English can encourage us spend more time speaking English in the spare time”句应改为“A test of spoken English can encourage us to spend more time speaking English in the spare time”,“It also contribute to our written English learning”应改为“it also contributes to our learning written English”等。

样 卷 3

A test of spoken English will be included as an optional component of the College English Test (CET). Many people think that a test of spoken English is necessary. They have two reasons. The first, we have made a tight ties with many other countries. That needs not only read and write but also speak. Second, If English is not spoken, that is not true English.

But some other people against it. They say spoken English is important, but including it as an optional component of the College English Test is too early.

I agree with the first opinion. I know the importance of spoken English. We study English in order to make easy communication to foreigners. But how to do it if we don't practice spoken English? As a college student, I must study hard in 4 years. English is one of my major lessons. I will speak more in order to improve my spoken English.

你的评分 _____

简评:这是一篇8分的样文。该文内容基本切题,也能表达作者的思想,但是有几处表达得不是很清楚,而且论述不够充分,比如第二段说现在进行口试为时过早,为什么过早呢?没有讲清楚。此外,文中语言错误颇多,有些是严重错误,如第一段中的“a tight ties”,

第二段中的“*But some other people against it*”第三段中的“*make easy communication to foreigners*”,都说明写作者对语言的运用不是很熟练。

样 卷 4

A test of spoken English will be included as an optional component of the College English Test (CET). Many people think it is necessary. because English is a language, spoken English is a important part for learning English people. If people doesn't speak English, he must can't talk with people who come from other country.

But other people think test of spoken English is too difficult for college students. Because Chinese is different English, and many college students will not speak English when they left College. So test of spoken English isn't necessary.

I think test of spoken English is necessary. Because in the future, people who come from different country will connect with each other more and more frequent. And English is a internation langue. So college student must can speak English. Then we can do better in our job.

你的评分_____

简评:这是一篇5分的样文。文章并没有偏离主题,但是全文连贯性很差,严重的词汇和语法错误使得语言不能清楚地表达作者的思想。这是典型的由于作者语言基础不扎实、驾驭文字能力差而导致内容无从表达的例子。符合5分档的评分标准。

样 卷 5

A test of spoken English will be included as an optional com-

ponent of the College English Test (CET). Study English must writing and speaking. They all good. Study English just can communication with somebody. If we don't speaking, so it's fail. So somebody think spoken English must included as an optional component of the College English Test.

But somebody think just I can writing, I just can speaking. But this point is wrong.

I think oral English is important. Sometime we meet foreigness, we must talk with them, do not writing. So Spoken English is commoner than writing. If we want to improvement our oral english. We must usually talking each other. Study language need an environment. So when we talk with somebody, don't worry. In the future, oral English more important.

你的评分 _____

简评:这是一篇 2 分的样文。该文思路紊乱,条理不清,连贯性极差,语言支离破碎,无章可循。除了个别句子能猜测出大意外,大部分语句都有错误且错误严重导致内容令人费解,可见该文作者不通英语语法,词汇量也很少,尚不具备英文写作的能力。这正好符合 2 分档的评分标准。

实 例 二

Directions: For this part, you are allowed 30 minutes to write a composition on the topic: **A Letter to the University President about the Canteen Service on Campus**. You should write at least 100 words and you should base your composition on the outline (given in Chinese) below:

假设你是李明,请你就本校食堂的状况给校长写一封信,内容应涉及食堂的饭菜质量、价格、环境、服务等,可以是表扬,可以是批评建议,也可以兼而有之。

January 12th, 2002

Dear Mr. President,

I'm Li Ming, a sophomore in our university. I'm glad to be given the chance to talk with you about the service of our canteen.

On the whole, I think the canteen service on our campus is satisfying. First of all, the environment of the canteen is very beautiful. We can sit in a clean and bright dinning-room and enjoy our meals, with light background music around us that helps us get a good appetite.

In addition, the foods provided are delicious and various. Though we come from different parts of the country, we can always find our favorite dishes.

Last but not the least, the people working in the canteen are friendly and helpful to us. Their smiling faces make really good impression on me.

However, there are some shortcomings in the canteen service that cannot be neglected. For one thing, the prices of the meals are a little bit too high. Being dependent on our parents financially, we can hardly afford the three meals each day. For another, It's always very crowded at mealtime. Sometimes we have to stand in a queue for a long time and find no seat to have dinner after we finally get our meals! I hope something should be done so that this unpleasant situation will be changed.

These are some of my ideas and suggestions about the canteen service. I believe, with the joint efforts of students and authorities, the canteen service will be even better.

Yours sincerely
Li Ming

你的评分_____

简评:这是一篇 14 分的样文。作为一封书信,该文主题明确,内容丰富,全文行文流畅,语意连贯,衔接自然。所用的句子结构复杂,句型多变,选词恰当且表现出词汇量很大,如表示列举的结构词就用了“First of all”,“In addition”,“Last but not the least”,“For one thing”,“For another”等。全文表达符合英语习惯,几乎没有语言错误,说明作者具有较高的写作能力。这是一篇不可多得的好作文。

样 卷 2

January 12th, 2002

Dear Mr. President,

I'm a student of this university and I have been living here for three years. Today I write to you for the purpose of showing my opinions of the canteen service on our campus.

I'm very satisfied about the new canteen. And I will give my reasons in the following aspects. First of all, the quality. There are varieties of food in our canteen, such as rice, dumplings, noodles, zongzi and so on. The dishes are so delicious that make me feel that I am at home. Second, the price. We can buy most of the dishes at an appropriate price. The total cost of one day can be within ten yuan. In addition, the environment. The outlook of the new canteen is very beautiful. And we feel very comfortable to have our meals in it.

However, there are still some aspects need to be improved. For example, the service. I hope that we can always see the waiters with smile on their faces. And I believe our canteen will be better in the future.

Yours sincerely

Li Ming

你的评分_____

简评:这是一篇 11 分的样文。该文内容紧扣题目要求,表达清楚连贯,语言朴实达意,文章基本流畅。但也有几处不妥当的,如第二段中,表示“对新食堂满意”应该是“be satisfied with”而不是“be satisfied about”;“The dishes are so delicious that make me feel that I am at home”这一句中第一个 that 从句漏掉了主语“they”;第三段第一句最好改为“However, there are still some aspects needed to be improved”。此外,还有“First of all, the quality”,“Second, the price”,“In addition, the environment”,“For example, the service”这几个表达法不符合英文习惯,须加以改正。

样 卷 3

January 12th, 2002

Dear Mr. President,

I'm Li Ming, a student on grade II and major in computer. In this term, I find that the price of the menus are increased, for example, a planet chicken will charge me 3.5 RMB. I don't think it is reasonable, it should be no more than 2.5 RMB for us all. But it taste well, I like it very much. And then I want to say the environment of the dinningroom in our college. First, the space of it is too small to be filled all the students; the second, the desks and the chairs in it are old, it should be changed if it could be. Oh! I like the service very much. Aunt and uncle will welcome us with sunny smile. I think it is not easy for them. When we get to the windows, look at them as look at our parents, they always offer us fresh meals. So at last, I hope you will accept my sugestions.

Yours sincerely

Li Ming

你的评分_____

简评:这是一篇8分的样文。该文基本切题,文字勉强连贯,能够达到沟通和交流的目的。遗憾的是语言错误较多,且有不少严重错误,包括介词误用(“on grade II”),表达不清(the price of the menus, a planet chicken),单复数不一致(it taste well),前后指代不一致(the desks and the chairs in it are old, it should be changed if it could be),拼写错误(suggestions),句子结构错误(look at them as look at our parents)等,这些都说明它属于8分档次。

样 卷 4

January 12th, 2002

Dear Mr. President,

As a new student, I am very pleased with teachers and buildings of campus. However, I'm not satisfy with canteen service on campus.

First, the quality of food is not well. I can't always eat live fish, and sometimes the mashroom is not cooked tender.

In second place, It cost me too much on paying food. The food doesn't worthy of the price.

Finally, the canteen service on campus is too bad. Once, I went to Canteen lately because of illness, all the food was cold. At last, I had to go to resturant near the campus.

I wish I can have delicious food everyday, and all the food taste well. I'm sorry to trouble you so much

Yours sincerely
Li Ming

你的评分_____

简评:这是一篇5分的样文。该文基本切题,但是表达不清楚,连贯性差,语言错误严重。作者连好多简单的词都不会用,如 however,