

(美) Scott Dreyer 合著  
廖柏森

好英文  
精品丛书

# Write

全方位提高英语写作水平  
选词解密、掌握高效句法  
书法流利、熟练连段成文

彻底杜绝中式英语  
征服外国人的写作能力

最具代表性的范文讲评

典型分析、确保举一反三  
中外名师、针对现代写作  
海峡两岸共同推举的权威作者  
畅销华语地区广受尊崇

# 美国老师

*Write like a Champion*  
*Including 12 Steps to Better Writing*

# 教你写出好英文



机械工业出版社  
CHINA MACHINE PRESS

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## Acknowledgements

The longer I live, the more I realize that indeed “no man is an island.” We are who we are thanks to the people who have invested in our lives. This book is no exception. I am overwhelmed with gratitude when I think of the people who have helped make me the writer and person I am today.

Fang-yu Deborah Dreyer, my wonderful wife and co-traveler, is always encouraging me.

My family has always encouraged communication. For one thing, my parents limited TV usage. Second, mealtimes were natural vocabulary lessons as I heard my older siblings, Larry, Diane, and Mark, using big words they had learned in their high school English classes. Our parents encouraged us to read also.

Our children, Harmony, Sarah, Victor, and David are great sports and also good linguists in their own right.

I was blessed with many excellent teachers, grades 1–12, at the Roanoke County schools I attended. They are too numerous to mention, but a few who stood out and who greatly kindled my interest and skill in the English language were Mrs. Wire (Grade 6), Mrs. Turner (8), Mrs. Bates (9), Ms. Smith (10), and Mr. Brill (AP 12).

Frau Waters, German teacher (9–12), first taught me how to write in a language other than English.

John Holzmann, at the Center for World Mission in Pasadena, California, served as a writing mentor during my summer there in 1988 and introduced me to the genius works of Rudolf Flesch.

Stacy McGuire, friend and gutsy entrepreneur, encouraged me to hurry up and write a book about parenting. “I’d buy it,” he urged.

Susan Elkins Groenke, my co-teacher at the Patrick Henry High School Center for the Humanities, taught me much about teaching writing and developing young writers during our one year together, the turn of the Millennium, 1999–2000.

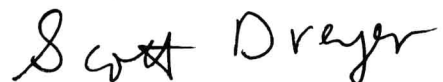
The thousands of students and scores of colleagues I have been blessed to work with over my twenty-year career have helped me become a better writer and communicator.

Dr. John Moore, English professor at William and Mary and instructor at the Southwest Virginia Writing Workshop (Summer 2000) saw poetry in my writing and called it forth.

Dr. Peter Wallenstein, Virginia Tech history professor and accomplished author, has encouraged me as a writer.

In addition, many writing materials have inspired and instructed me over the years, and elements of these works are embedded in this book. *The Art of Readable Writing*, by Rudolf Flesch, is an absolute masterpiece for improving the clarity of one's writing. *Writing Skills Problem Solver*, by Carol H. Behrman, is a useful compilation of writing exercises. *The Word within the Word*, by Michael Clay Thompson, formed the core for the excellent vocabulary program that Susan Elkins Groenke created and that we still use in Patrick Henry High School's Humanities Center. Finally, *Free to Write*, by Roy Peter Clark, is a gem designed to help teachers foster young writers.

This is a small list of acknowledgements, and I send this book out with the hope and prayer that it might inspire others as I have been inspired.



## Preface

This book springs from my twenty-plus years of writing, editing, and teaching writing, in both China Taiwan and the US. My students have ranged from third graders to Ph.D. candidates in nuclear engineering at Tsing Hua University. Now, for your convenience, this experience is compiled into one place: this book. My chief goal is to demystify the writing process and help us all become better writers and communicators.

How this book finally came together is a funny story. Shortly before midnight, on Saturday, June 30, 2007, I was both online and on the phone ordering books for the Dreyer Academy Summer Enrichment Writing Class to be held in Hsinchu, Taiwan. One particular writing book I wanted to use was not in stock and could not be delivered until after we left the States. Pondering my options for what teaching material to use, an epiphany came to me about 1:00 a.m.: "Write a book yourself!" And how this book came to be bilingual, and into your hands, is yet another great story. I was teaching with this book in Taiwan in its smaller, original form, when Dr. Posen Liao and his wife Liwen Tan approached me about creating an expanded book, with Chinese translation. I am grateful for Liao's co-authorship and guidance. He brings a wealth of knowledge to this project, considering his years of teaching at Taipei University. His involvement truly makes this book an excellent product, bringing you the minds of East and West, those who learned English as a foreign language and those who speak it natively.

You can call this book "The ABC's of better writing" because it is organized around three key sections. Part A includes some key elements of better writing and common writing styles (cause and effect, persuasion, etc.). Part B looks at some common grammar and mechanics issues that can be tricky. Part C is the actual "12 Steps" designed to help you write more clearly. Thank you for joining the journey!

And so here it is. Enjoy.

S.G.D.  
Roanoke, Virginia  
February 2008

## 序 言

这本书源自我在中国台湾和美国二十多年写作、编辑和教授写作的生涯，我的学生涵盖了从小学三年级的学生到台湾清华大学核子工程的博士备考者。这些教学经验现在整合成这本书，以分享给有心学习写作的读者。我撰写此书的主要目的是希望消弭写作过程的迷思，并帮助更多人成为更佳的写作者和沟通者。

这本书的成形其实有个有趣的故事，在2007年6月30日（周六）几近午夜时分，我同时在通过网络和电话为将在台湾新竹开课的Dreyer Academy Summer Enrichment写作培训班订购教材，我想采用的一本写作类教材恰好没有库存，而且要到我离开美国后才会供货。当我正伤脑筋要改用哪本教材的时候（近凌晨一点时），我突然意识到：“我可以自己写一本教材啊！”而现在你手上这本书为什么会变成中英对照，则是另有一番际遇。后来我在台湾使用这本书的前身（篇幅较少的版本）教授写作时，廖柏森博士与他的夫人谭丽雯女士跟我联系，有意扩充原有的版本，并加上中文翻译。我非常感激与廖博士的共同创作和他给予我的指引，他以在台北大学多年的教学经验和专业知识，对此书作出了很大的贡献。廖博士的参与使此书真正成为一部优秀的作品，同时也是东方以英语为外语和西方以英文为母语两种心智的融合。

你可以称这本书为“精进写作的ABC”，因为它是以三个主要章节为核心。Part A介绍精进写作的重要元素和常用写作风格（如因果关系、说服别人等）。Part B检视某些容易犯错的语法和措辞的问题。Part C则是实战的“12步骤”，可帮助你的写作更加清晰流畅。在此先感谢你加入这一写作的学习之旅。

现在就请你开卷“悦”读！

卓文

Roanoke, 维吉尼亚州

2008年2月

## About the Authors

### *Scott Dreyer*

Scott Dreyer grew up in Roanoke, Virginia, nestled among the beautiful Blue Ridge Mountains. He later attended the College of William and Mary, the second-oldest college in America (established in 1693) and he spent his Junior Year at Westfälische Wilhelms-Universität, in Münster, Germany. He graduated from William and Mary with a B.A. in history and minor in secondary education. He began his teaching career in Henrico County, Virginia, then taught for a decade in Hsinchu, Taiwan, including a five-year stint at the ROC public schools' flagship campus, the Experimental High School in the Science-based Industrial Park. For two years Dreyer taught English Writing at prestigious Tsing Hua University, Taiwan's premier engineering school. It was in Taiwan that he also began his editing career: his client list includes Steel Corporation, the Industrial and Technology Research Institute (ITRI), and various professors from Tsing Hua University and Chiao Tung University. It was also during this time that Dreyer earned his M.A. degree in social sciences from Azusa Pacific University. In 1999, Dreyer returned to his hometown of Roanoke, where he taught at Patrick Henry High School's Center for the Humanities. In 2003, Dreyer was awarded certification by the National Board for Professional Teaching Standards, and he now provided online English teaching and editing.

This is Dreyer's first book, and he hopes the first of many.

Dreyer lives in Roanoke with his wife Deborah and their four children.

If you would like to have more resources to help your English skills or to contact the author, please visit: <http://www.DreyerCoaching.com>.

### *Posen Liao, Ph.D.*

Posen Liao earned his Ph.D. degree in Foreign Language Education from the University of Texas at Austin, an M.A. in TESOL from New York



University in the United States, and another M.A. in Philosophy from Tunghai University in Taiwan. He is currently an Associate Professor of the Graduate Institute of Translation and Interpretation at Taiwan Normal University. He previously taught at the TESOL Institute at Chiao Tung University and at the Department of Foreign Languages and Applied Linguistics at Taipei University. He has published a variety of research articles and academic books including *The Handbook of Research Paper Writing*, *Grammar for the Writing of English Research Papers*, *Collocations for the Writing of English Research Papers*, *Journalistic English: Reading and Translating*, *Teaching of English and Translation*, *Academic English Oral Presentation*, *Paragraph Development in Writing English Research Papers*, *Computer-assisted Academic Writing: A Review of 20 Useful Websites and Corpora for Writing Research Papers*, and others. His main research interests are in the areas of academic writing, translation studies, journalistic English, and TESOL.

## 作者简介

### 卓文

卓文在美丽的蓝脊山脉环抱间的 Roanoke (维吉尼亚州) 长大。他曾就读于 William and Mary 学院——全美第二古老的学院 (建于 1693 年), 大三时曾留学德国敏斯特的 Westfälische Wilhelms 大学。他在 William and Mary 学院取得文学学士学位, 主修历史, 辅修教育。他起初在维吉尼亚州的 Henrico 郡展开教学生涯, 随后到台湾新竹教书逾十年, 其中包括在台湾公立学校中的名校——新竹科学园区实验中学任教五年, 又在誉为“工程学术重镇”的台湾清华大学教授两年英文写作。他在台湾从事过编修英文论文的工作, 客户包括台湾“中国钢铁公司”、工研院以及台湾清华大学和交通大学的各系教授。与此同时, 卓文于美国 Azusa Pacific University 取得社会科学硕士学位。1999 年他返回家乡 Roanoke 任教于 Patrick Henry 高中人文中心, 2003 年获“美国全国教学专业标准委员会”颁发证书。现在他从事在线英语教学与编辑工作。

这是卓文的第一本书, 也希望从此能创作更多的书。

卓文现在与妻子潘凤玉以及四个孩子一起居住在 Roanoke。如需要更多资源或联系作者, 请登录: <http://www.DreyerCoaching.com>。

### 廖柏森 博士

美国德州大学奥斯汀分校外语教育哲学博士、纽约大学英语教学硕士、台湾东海大学哲学研究所硕士。现任台湾师范大学翻译研究所副教授。曾任教于交通大学英语教学研究所和台北大学应用外语系。著有《英文研究论文写作——关键句指引》、《英文研究论文写作——文法指引》、《英文研究论文写作——搭配词指引》、《新闻英文阅读与翻译技巧》、《英语与翻译教学》、《英文研究论文发表——口语报告指引》、《英文研究论文写作——段落指引》、《英文论文写作不求人——教授推荐你 20 个专业网站和语料库》等书, 并在英语教学和翻译研究等领域发表多篇中英文学术论文。主要学术兴趣为学术写作、翻译研究、新闻英文和英语教学。

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# Part A

What Is Better Writing ?  
何谓精进写作？

# The “Magical Seven” Elements

魔法七要素

Writing is not like math...maybe that's why I like writing so much. Math is clear cut: for example, 15% of 4,000 is always 600, and even though zero is nothing, try telling that to your math teacher if you answer “6” or “60” to the above question. In contrast, writing is much more fluid, more forgiving. It leaves more room for personal style and quirks.

## 1 Better Writing Is an Extension of You

个人的延伸

So first, better writing is an **extension of you**. When a writer of English sits down with a blank paper (or computer screen) and just 26 letters, he or she tries to create something that has never existed before. You put your own stamp on your writing, just as you have unique fingerprints. Think of what you want to *say*. *Why* are you writing? What do you want to communicate? What do *you personally* have to add to the conversation? If you are only going to parrot what others have said on a particular topic, why write it? Be original; your readers will love you for it. Of course we can learn from other writers' styles and examples, but we should never try to exactly copy another writer. You are unique; let it show in your writing.

写作跟数学不同，这也许就是我热爱写作的原因。数学力求明确，例如 4000 的 15% 永远都是 600。就算你认为少几个 0 没什么大不了，但你若回答你的数学老师上述题目的答案是 6 或 60，那你就糗大了。相对地，写作就大有弹性，存在模糊地带。写作有很大的空间可以容纳个人的风格和癖好。

所以精进写作的第一点就是你个人的延伸。英文写作者面对空白的纸张（或计算机屏幕），以仅仅 26 个字母尝试着创造出前所未有的东西。通过写作可以留下你个人的印记，如同你独一无二的指纹。思考你想说的话，你为何而写？你想传达什么讯息？在对话中可加入哪些个人意见？但如果你只是想复述别人针对某个主题所说的话，那又何必写作呢？你一定要有创见，读者会因你独特的见解而喜欢你的作品。当然我们也可见贤思齐，学习其他作者的风格和典范，但绝不能完全复制他人的作品。你是独一无二的，让你的特色表现在写作上。



## 2 Better Writing Is Clear

叙述清楚

So, while writing is more flexible than math, there *are* rules and guidelines of good practice. Most of all, **writing must be clear**, which is point two. If no one can understand you, you have failed in your purpose. And before you can *write* clearly, you must *think* clearly. This is one reason why good writing is so hard, because good *thinking* is so hard. I saw this in an email the other day:

Writing causes thinking.

Likewise, Francis Bacon (1561–1626) once said, “Reading makes a full man [...], but writing makes an exact man.”

So, since writing requires clear thinking and hard work, and since writing in a foreign language is a *big* challenge, no wonder examples of poor written English are everywhere. The other day I saw this on a box of tissues:

Magic in joy life, free in place, no anything the super speed.

Huh?

And one of my favorites came from a cake box given to the teachers once at an end-of-year celebration at school. The box was beautiful, with attractive pictures of cakes and goodies, with this written in elegant script:

虽然写作比数学更有弹性，但想要写好仍需遵循规范和指引。最重要的就是叙述一定要清楚，这是精进写作的第二点。如果没人看得懂，那你就白费工夫了。而要能写出叙述清楚的文字，你必须先具备清晰的思考。这就是为何好的作品很难得，因为缜密的思考很难得。前几天我在电子邮件中看到这句话：

同样地，弗朗西斯·培根 (1561–1626) 也曾说过：“阅读造就完整的人……，但写作造就的是严谨的人。”

因为写作要求清晰的思考和努力的过程，而用外文写作又是一大挑战，这也难怪到处充斥难以入目的英文写作。前几天我在面纸盒上看到以下这句话：

这是什么意思啊？

另一个我觉得很有趣的例子是，有一次在学校年终同乐会上送蛋糕给老师，盒子非常漂亮，上面印有精美的蛋糕和糖果的图片，还有精致的字体写着 “The smell you’ll never forget.”。