

WRITING

大学英语（公外）学习与应试指导丛书

冯国华 许春建 编



外语教学与研究出版社

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总 序

人们常说,“考试不是目的,考试只是检查和衡量学生学习情况的一种手段”。但是,进行了将近十个春秋的大学英语四、六级统考则完全不是一种无目的的手段。近十年来,在四、六级统考的推动、促进、规范下,全国大学英语的教学取得了令人瞩目的成绩,教学研究和改革、教材更新和建设等各个方面都在进一步蓬勃深入地向前发展。所有这些,未始不是四、六级统考的初衷。

同其它事物一样,四、六级统考也在随着其自身的发展而不断地面临新的形势和新的问题。如何适应新形势、解决新形势下出现的新问题,这有待于大学英语四、六级统考进一步深入研究、探讨。实际上,四、六级统考也一直没有停滞不前,它不断地发现问题、研究问题、解决问题,通过改革题型、完善题型,努力向着科学化的方向健康地发展。

新公布的可能出现的考试题型就是大学英语四、六级统考的新举措。如果说其目的是要在保证信度和效度的前提下本着教学大纲的要求来衡量学生的综合语言运用能力的话,不妨说,四、六级统考就是明确地规范了学生在教学大纲的指导下所应具备的语言综合运用能力的具体要求,这也许就是“目标参照性考试”的根本出发点。

针对四、六级考试,但又不单纯为了考试,我们站在努力使学生提高语言综合运用能力的角度,编写了“大学英语(公外)学习与应试指导丛书”,分为《写作》、《阅读》、《听力》、《语法》等分册出版。限于时间、囿于水平,疏漏、讹谬之处,还望使用者予以批评、指正。

冯国华 许春建

1996 年于北京

前 言

“一出手便知有没有。”写作能反映一个学生的总体语言水平。英语学习亦同此理。四、六级统考的写作部分得分普遍较低，平均得数率在百分之五十左右，距“大纲”的要求还相差颇远。究其原因，或立意不明，或结构混乱，或词不达意，或兼而有之。不少考生往往孜孜于应试技巧、临阵磨枪，以期获得高分。结果收效甚微。“头疼医头，脚疼医脚”不是办法。本书本着标本兼治的思想，有别于同类其它参考书，突出之点有二：不单纯讲授应试作文技巧，而是从英语写作的刑范出发，立足于从整体上提高学生的写作水平，使其站得高然后看得远，此其一；同类其它参考书一般是从词、句到段落、篇章，“由小到大、由浅入深”地讲解英语的写作，本书打破这一“常规”，反其道而行之，从文章到段落、从段落到句词，“由大到小、深入浅出”地讲析英语的写作，旨在使学生林木互见，此其二。本书分为三部分。第一章，“文章一贯”，对文章要素逐项分析，旨在使学生较为全面地了解英语写作的特点；第二章，“四大文体的写作”，广泛取材，举以丰富例证，旨在使学生真正能够“略见一斑”；第三章，“应试写作”，分析题型、讲解应试作文之要领。

编 者

一九九六年于北京

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第一章 文章总说

导 言

语言的基本形态无外乎“口语”和“书面语”两种。“口语”和“书面语”各具特点、擅场异趣。若将“口语”和“书面语”规范为一般意义上的“口头表达”和“书面表达”，继而，再从“表述”和“达旨”的过程和方法上来审视，其间的主要差别则显而易见（A whole language is generally divisible into two subwholes: spoken language and written language, which are conveniently labelled as speech and prose with reference to usage and use, and competence and performance. Apart from the “common core”, they have their own exclusive distinctions）:

	SPEECH	PROSE
WORDS	midget words general words vogue slangs clipped words phrasal verbs mouth-fillers	learned words specific words frozen expressions full spellings bookish verbs parentheses
SENTENCES	short sentences simple sentences fragmental sentences casual structures single adv. modifiers ungrammaticality	long sentences involved sentences complete sentences conscious logic involved modifiers grammaticality
LINGUISTIC FACTORS	tones of voice emphatic accents	verbalization grammatical devices
NON-LINGUISTIC FACTORS	facial expressions body language	
OTHERS	turn-taking hesitations and pauses slips of tongue self-repairs digressive	consistent coherent subject-oriented

英语和汉语的差异不独表现在语言体系本身上的不同。语言作为“文化的载体”(carriers of different cultures),还标示着思维习惯(mode of thinking)和社会文化传统(socio-cultural values)的不同。对于“属文之道”(writing)的文章之体裁分类也不例外。汉语习惯上通常将文章划分为“记叙文”、“说明文”和“议论文”三种类型,英语习惯上则将文章分为“记叙文”(narration)、“描写文”(description)、“说明文”(exposition)和“议论文”(argumentation)四种类型(four forms of discourse)。汉语把“描写”视为文章写作中的一种手法或具体手段,而英语则多将之独立为一种文体。

表 1:

英	汉
记叙文	记叙文
描写文	
说明文	说明文
议论文	议论文

表 2:

英	汉
记叙文	记叙文
描写文	说明文
说明文	
议论文	议论文

“描写”在英文中是一种文体形式,而在汉语中则被看成为在“记叙”和“说明”时经常使用,甚至是“如影随形”的具体的、有效的写作手段,从而很大程度上“附属”于“记叙文”和“说明文”。于是,不少人将英文的“描写文”在概念上“一分为二”,使其一部分归入汉语的“记叙文”,一部分归入“说明文”。换言之,汉语的“记叙文”和“说明文”范围扩大而各包含英语“描写文”的一部分(如表 1 所示)。另有不少人认为,英语中的“描写文”也是较多地用于“说明文”而带有“依附性”,便将之“合二为一”,使之等同于汉语中的“说明文”(如表 2 所示)。还有一些人受英文的影响或为了切合英文的习惯,干脆将汉语的“文体”等同于英语的文体之划分,即,分为四种体裁:“记叙文”、“描写文”、“说明文”和“议论文”。

初学外语的人,无疑都想学好所学的外语。但是,怎样才能学好所学的外语?这个问题并不简单。要想学好外语,急于事功并不能解决问题。更何况,“相与背驰于道者,其去弥远”(When it leads in the opposite direction, his very speed will increase the distance that separates him)。因此,具有“清醒的认识”便显得异乎寻常地重要。就学习英语的写作而言,首先要避免汉语思维习惯、方法的纠缠和干扰。这样才能使学习达到事半功倍的效果。所以,必须遵从英语的“文章一贯,体式四分”的规范。

第一节 文章一贯

一、立意选材

“文章须立意为先。”“立意”就是选择主题、确立主题。主题是文章表达的中心思想,是文章全部思想内容中贯穿全篇的、最主要的、最基本的、最核心的思想。它是作者的观点、见解、意图在文章中的体现。主题绝非文章中或文章要写的“主要问题”。选择主题、确立主题,须注意客观必要性和主观创造性两个方面。

文章不是为写而写。写文章的目的是为了解决问题,在读者中产生影响。解决什么问题,产生什么影响,达到什么目的,必须符合客观上的需要。主观创造性是指写作中的“创造造言”。写文章不仅要“言前人所未言、发前人所未发”,而且要“唯陈言之务去”。“文贵乎自得”指的就是写文章要选择主观上有独到见解的主题来写:“阐前人所已发,扩前人所未发。”

总之,客观上有必要,主观上有见解,这是选择主题和确立主题的基本条件和原则。同时,写文章还要考虑读者层次、写作的时间和文章的篇幅。针对不同的读者,文章的措辞择语应该有别。时间多少、篇幅长短,对于文章的写作也很重要。写文章也要考虑能否在限定的时间内、篇幅中对文章的主题进行充分的展开和论述。主题过大,文章容易流于抽象、空洞;主题过小,文章可能繁文蔓衍、言之无物。所以,捉笔之初,必须考虑文章所需的时间以及文章的篇幅。

文章的主题是通过对具体材料的选择和运用而表现出来的。巧妇难为无米之炊。可以说,没有材料就没有文章。

例如:

The world is full of things whose right-hand version is different from the left-hand version: a right-handed corkscrew as against a left-handed, a right snail as against a left one. Above all, the two hands; they can be mirrored one in the other, but they cannot be turned in such a way that the right hand and the left hand become interchangeable. That was known in Pasteur's time to be true also of some crystals, those facets are so arranged that there are right-hand versions and left-hand versions.

[J. Bronowski, *The Ascent of Man*]

如果没有例证而只说“right-hand and left-hand things in the nature”,对于大多数读者而言就会因语焉不详而不明就里。所以,在“The world is full of things whose right-hand version is different from the left-hand version”则须有较为充分的例证予以说明。此处的例证就是所指的材料。

再如：

It is a miracle that New York works at all. The whole thing is implausible. Every time the residents brush their teeth, millions of gallons of water must be drawn from the Catskills and the hills of Westchester. When a young man in Manhattan writes a letter to his girl in Brooklyn, the love message gets blown to her through a pneumatic tube — pfft — just like that. The subterranean system of telephone cables, power lines, steam pipes, gas mains and sewer pipes is reason enough to abandon the island to the gods and the weevils. Every time an incision is made in the pavement, the noisy surgeons expose ganglia that are tangled beyond belief. By rights New York should have destroyed itself long ago, from panic or fire or rioting or failure of some vital supply line in its circulatory system or from some deep labyrinthine short circuit. Long ago the city should have experienced an insoluble traffic snarl at some impossible bottleneck. It should have perished of hunger when food lines failed for a few days. It should have been wiped out by a plague starting in its slums or carried in by ships' rats. It should have been overwhelmed by the sea that licks at it on every side. The workers in its myriad cells should have succumbed to nerves, from the fearful pall of smoke-fog that drifts over every few days from Jersey, blotting out all light at noon and leaving the high offices suspended, men groping and depressed, and the sense of world's end. It should have been touched in the head by the August heat and gone off its rocker.

[E. B. White, *Here Is New York*]

这里，作者在“The whole thing is implausible”之后举了大量的例证来说明其观点。这样，文章才显得充实、丰满。

材料可以是事物，也可以是观念。事物指的是客观存在的物体和现象。观念指的是主观的思想和意识。一般而言，不同类型的文章，其材料各有特点。例如：

A mirror can often make a small room seem larger. A friend of mine has a living room that measures about eight feet by ten, but that looks twice that size, because one entire wall is covered with mirror tiles. The furniture and pictures in the rest of the room are reflected in the mirror wall, making it look like a large extension of the entire room. Using mirrors is an effective decorating technique.

这一小短文章是用身边的事情为例来说明问题。不仅可以运用事例来解说，而且可以用数据作为事实材料来对问题进行说明。例如：

Having smoke detectors on guard in your home can save your life — it's as simple

as that. According to the U.S. Consumer Products Safety Commission, over 75 percent of all home fire deaths take place while people are asleep. While smoke alarms will not extinguish fires, the alarm they send out will wake you up, increasing your chances of getting up, getting out and calling the fire department. If you are one of those people who think fires happen only to “other people,” consider the more than 6 000 people who die and the over 300 000 people who are injured from fires each year who also thought it happened only to “others” before their fire occurred. Smoke detectors are simple to install and moderately priced. Properly placed, they will help to keep you out of the nation’s fire statistics.

这里作者运用的材料是具体的统计数据。统计数据属于事实材料，而事实材料则主要包括具体的数据统计（Facts include figures and statistics: a figure is a numerical fact; statistics are organized numerical data, often phrased in terms of stated or implied ratios）。

文章的写作者从其生活中搜集、积累起来的“原始材料”称为“素材”。“素材”是感性、零星、支离的，缺乏系统性，不能直接写入文章之中。从素材中经过遴选、提炼和加工，写入文章，用以表现文章主题、为文章主题服务的材料则称为“题材”。在文学艺术领域，文学家艺术家们从社会文化生活中摄取积累起来的、未经提炼加工的“原始材料”称为“素材”；经过提炼加工的用来表现作品主题的材料称为“题材”。在一般意义上的文章写作中，总是用“资料”来代替。一般说明文、议论文和学术论文等类型的文章写作中所用的材料，通常称为“资料”。学习、工作、生产、科研中收集、编纂供查寻参考之用的材料，包括书、刊、图、表等等，也称为“资料”。

从大的方面来说，材料主要有三个来源：直接材料、间接材料和衍生材料。直接材料是作者在日常生活中获得的直接经验，是从实践中通过观察、体验、思考而得到的材料。间接材料是作者在日常生活中获得的间接经验，是从书、刊、文献等其它各种资料中获得的材料。衍生材料，又称“发展材料”，是作者在直接材料和间接材料的基础上，经过思考和分析研究而获得的材料。这种把对直接材料和间接材料经过思考后得到的见解作为材料进行运用、写入文章中，就是衍生材料。

搜集材料和积累材料，从某种意义上说，是提高写作能力的关键之一。从材料的直接来源、间接来源和衍生来源来看，搜集材料无外乎深入进行观察、调查和利用图书设施。积累材料的方法因人而异，有提纲式、摘录式、札记式等，不一而足。

对搜集的材料进行整理，目的是使材料系统化、条理化。对材料进行整理，有两种常用的方法：归类法和分类法。

在文章写作中，一般提倡预先拟出文章的提纲。归类法就是适用于预先已经拟出了提纲

而进行材料的搜集和整理的方法。如果作者预先已经考虑好,并且拟出了文章的提纲,对文章的各个部分写些什么、需要什么材料已经了然于心,那么,按照提纲的项目要求去搜集、整理、选取材料则容易得多。归类法则是极为易行的方法。在实际的写作过程中,这种方法是最为常用和最为切用的方法。预先未拟出写作提纲,从搜集材料开始写作过程的材料搜集、整理、选取的方法则是分类法。分类法是先进行材料搜集,然后对所搜集的材料进行分类整理,再拟定文章的提纲进行写作的方法。

无论什么类型的文章,要写得精彩,必须从丰富的材料中遴选出最恰当的材料来展开主题。如果写一篇题为“Many Chinese Prefer Imported Cars to Chinese-made Ones”的文章,可供选择的材料根据段落提纲的要求来看,大体包括:

- I. Thesis statement and supporting sentences
- II. The causes of interest in imported cars
- III. Categories of imported cars
- IV. Chronology of increasing sales of imported cars
- V. Similarities and differences between domestic and imported cars
- VI. Conclusion

这只是一个初步的提纲,接下来所面临的问题是如何将每一个段落所应包含的材料组织起来。从“the causes of interest in imported cars”的方面来看,就需要有理有据,从“facts”、“examples”、“illustration”、“description”,甚至“definition”等方面来进行说明。最好能有充分的数据来证实自己的观点。如果要写的是一篇不算太长的文章,有些部分的材料必须进行有效的选择、安排,有些内容可以概括、合并。比如车的价格和性能以及省油与否与国产车相比较等内容可以归到一个段落中来比较说明,而不必铺张笔墨分许多段落进行分别阐述。

主题是选材的依据。选材时不能单纯地考虑某材料本身如何,而是要力求选择最能表现主题突出主题的材料。材料要真实可靠。为了保证材料的真实可靠性,增强文章的说服力,文章中所使用的材料要认真进行核对,鉴别其真伪和可信度,尽可能详细地标明文章中所用材料的出处。同时审慎地选择材料,避免使用不合逻辑、前后矛盾的材料。所选用的材料要具有代表性,要能反映事物的本质,要能表现文章的主题,要精益求精选择能以一当十的材料。为了避免流于一般化,须选用新颖、有特色的,能使读者耳目一新的材料。

不同的文体对材料有着不同的要求。例如,记叙文所要求的事件材料与议论文所要求的事实材料便不同;前者是描绘,要求具体、生动;后者是陈述,要求确凿、概括。试比较下列两篇文章的材料选择与安排:

例 1

The fare to the Aqueduct Race Track is 75 cents on the special subway train from

Times Square. This includes a send-off: the narrow escalator down to the platform ends beneath the words Good Luck printed on the grimy-gold arch of a huge wooden horsehoe. The subway car is as free of talk as the reading room of a library, and, in fact, all the travelers are reading: The Morning Telegraph, The Daily News, the latest bulletin from Clocker Lawton. They are very ordinary-looking men and a few women, a bit older than most people these days.

It hardly seems 30 minutes before the train bursts out of the black hole and onto an elevated track that winds above the two-family houses and cemetery fields of Queens. It is nearing mid-day, in the butt-end of another year, and the travelers blink briefly in the flat, hard sunlight. They are standing long before the train skids to a stop. They run down the ramp toward the \$2 grandstand entrances, then on to daily-double windows five minutes away from closing.

Before the race of the day, at any track, anywhere, there is a sense of happening, of a corner that might be turned, a door that might open. There is almost a merry ring to the parimutuel machines punching out fresh tickets to everywhere, and the players move out smartly, clapping down the wooden seats of chairs, briskly stepping onto the pebbled concrete areas that bear the remarkable signs, "No Chairs Permitted on Lawn." Seconds after noon, the first race starts. It lasts little more than a minute, just long enough to hold your breath, to scream, or fall to your knees against a metal fence and pray, "Angel, Angel, Angel."

But on this day, Angel Cordero, the hot young jockey, finishes fourth in the first race, and the praying man collapses on the fence like a steer caught on barbed wire. Another man smiles coldly as he tears up tickets, and says: "Dropping down so fast like that, you mean to tell me he couldn't stay in the money? Sure. Haw."

It is suddenly quite again, and the day is no longer fresh and new, the day is tired and old and familiar. An old, hooded man from Allied Maintenance moves over the asphalt picking up torn tickets with a nailtipped stick, tapping like a blind man among the empty wastebaskets. Men watch him to see if he is turning over the tickets looking for a winner thrown away by mistake. He is not.

The race track settles into a predictable rhythm. In the half hour or so between races, men study their charts, straddling green benches or bent over stew and stale coffee in the drab cafeteria or hunkered down beneath the hot-air ceiling vent in a cavernous men's room, the warmest spot at Aqueduct. As the minutes move toward post time, they gather beneath the approximate odds board. They interpret the flickering numbers — smart money moving, perhaps the making of a coup. At the last moment, they bet, then rush out on the stone lawn for the race. A minute later they are straggling back, chanting the old litany, "I woulda . . . coulda . . . shoulda"

There are ebbs and flows throughout the day. People leave, others come, the ma-

chines jangle on. There is a great deal of shuffling in the grandstand area, and little loud talk. People move away from strangers. When men speak of horses, they use numbers, not names, and when they talk of jockeys, they frequently curse. It was, they whisper, an "election"; the jockeys decided last night who would win.

The day ends pale and chilly a few minutes before 4 p. m. and the fans troop out to the subway station. There is so special train returning: the city will get you out fast enough, but you can find your own way home.

Horseplayers are smart, and they all wait in the enclosed area near the change booths, ready to bolt through the turnstiles onto the outdoor platform when the train comes, and not a moment sooner. They stamp their feet, muttering, "woulda . . . coulda . . . shoulda." The losers rail against crooked jocks, gutless horses, callous owners, the ugly track, the greedy state that takes 10 cents of each dollar bet.

Then they bolt through the turnstiles, quick and practiced, tokens in and spin out upon the platform. But there is no train yet, they all followed a fool, and now they curse him for five minutes in the cold until an old shuddering train lumbers in to carry them away.

[Robert Lipsyte, *Short Trip*]

例 2

Americans are probably the most pain-conscious people on the face of the earth. For years we have had it drummed into us — in print, on radio, over television, in everyday conversation — that any hint of pain is to be banished as though it were the ultimate evil. As a result, we are becoming a nation of pill-grabbers and hypochondriacs, escalating the slightest ache into a searing ordeal.

We know very little about pain and what we don't know makes it hurt all the more. Indeed, no form of illiteracy in the United States is so widespread or costly as ignorance about pain — what it is, what causes it, how to deal with it without panic. Almost everyone can rattle off the names of at least a dozen drugs that can deaden pain from every conceivable cause — all the way from headaches to hemorrhoids. There is far less knowledge about the fact that about 90 percent of pain is self-limiting, that it is not always an indication of poor health, and that, most frequently, it is the result of tension, stress, worry, idleness, boredom, frustration, suppressed rage, insufficient sleep, overeating, poorly balanced diet, smoking, excessive drinking, inadequate exercise, stale air, or any of the other abuses encountered by the human body in modern society.

The most ignored fact of all about pain is that the best way to eliminate it is to eliminate the abuse. Instead, many people reach almost instinctively for the painkillers — aspirins, barbiturates, codeines, tranquilizers, sleeping pills, and dozens of other

analgesics or desensitizing drugs.

Most doctors are profoundly troubled over the extent to which the medical profession today is taking on the trappings of a pain-killing industry. Their offices are overloaded with people who are morbidly but mistakenly convinced that something dreadful is about to happen to them. It is all too evident that the campaign to get people to run to a doctor at the first sign of pain has boomeranged. Physicians find it difficult to give adequate attention to patients genuinely in need of expert diagnosis and treatment because their time is soaked up by people who have nothing wrong with them except a temporary indisposition or a psychogenic ache.

Patients tend to feel indignant and insult if the physician tells them he can find no organic cause for the pain. They tend to interpret the term "psychogenic" to mean that they are complaining of nonexistent symptoms. They need to be educated about the fact that many forms of pain have no underlying physical cause but are the result, as mentioned earlier, of tension, stress, or hostile factors in the general environment. Sometimes a pain may be a manifestation of "conversion hysteria," . . . the name given by Jean Charcot to physical symptoms that have their origins in emotional disturbances.

Obviously, it is folly for an individual to ignore symptoms that could be a warning of a potentially serious illness. Some people are so terrified of getting bad news from a doctor that they allow their malaise to worsen, sometimes past the point of no return. Total neglect is not the answer to hypochondria. The only answer has to be increased education about the way the human body works, so that more people will be able to steer an intelligent course between promiscuous pill-propping and irresponsible disregard of genuine symptoms.

Of all forms of pain, none is more important for the individual to understand than the "threshold" variety. Almost everyone has a telltale ache that is triggered whenever tension or fatigue reaches a certain point. It can take the form of a migraine-type headache or a squeezing pain deep in the abdomen or cramps or a pain in the lower back or even pain in the joints. The individual who has learned how to make the correlation between such threshold pains and their cause doesn't panic when they occur; he or she does something about relieving the stress and tension. Then, if the pain persists despite the absence of apparent cause, the individual will telephone the doctor.

If ignorance about the nature of pain is widespread, ignorance about the way pain-killing drugs work is even more so. What is not generally understood is that many of the vaunted pain-killing drugs conceal the pain without correcting the underlying condition. They deaden the mechanism in the body that alerts the brain to the fact that something may be wrong. The body can pay a high price for suppression of pain without regard to its basic cause.

Professional athletes are sometimes severely disadvantaged by trainers whose job it

is to keep them in action. The more famous the athlete, the greater the risk that he or she may be subjected to extreme medical measures when injury strikes. The star baseball pitcher whose arm is sore because of a torn muscle or tissue damage may need sustained rest more than anything else. But this team is battling for a place in the World Series; so the trainer or team doctor, called upon to work his magic, reaches for a strong dose of butazolidine or other powerful pain suppressants. Presto, the pain disappears! The pitcher takes his place on the mound and does superbly. That could be the last game, however, in which he is able to throw a ball with full strength. The drugs didn't repair the torn muscle or cause the damaged tissue to heal. What they did was to mask the pain, enabling the pitcher to throw hard, further damaging the torn muscle. Little wonder that so many star athletes are cut down in their prime, more the victims of overzealous treatment of their injuries than of the injuries themselves.

The king of all painkillers, of course, is aspirin. The U.S. Food and Drug Administration permits aspirin to be sold without prescription, but the drug, contrary to popular belief, can be dangerous and, in sustained doses, potentially lethal. Aspirin is self-administered by more people than any other drug in the world. Some people are aspirin-proppers, taking ten or more a day. What they don't know is that the smallest dose can cause internal bleeding. Even more serious perhaps is the fact that aspirin is antagonistic to collagen, which has a key role in the formation of connective tissue. Since many forms of arthritis involve disintegration of the connective tissue, the steady use of aspirin can actually intensify the underlying arthritic condition

Aspirin is not the only pain-killing drug, of course, that is known to have dangerous side effects. Dr. Daphne A. Roe, of Cornell University, at a medical meeting in New York City in 1974, presented startling evidence of a wide range of hazards associated with sedatives and other pain suppressants. Some of these drugs seriously interfere with the ability of the body to metabolize food properly, producing malnutrition. In some instances, there is also the danger of bone-marrow depression, interfering with the ability of the body to replenish its blood supply.

Pain-killing drugs are among the greatest advances in the history of medicine. Properly used, they can be a boon in alleviating suffering and in treating disease. But their indiscriminate and promiscuous use is making psychological cripples and chronic ailers out of millions of people. The unremitting barrage of advertising for pain-killing drugs, especially over television, has set the stage for a mass anxiety neurosis. Almost from the moment children are old enough to sit up-right in front of a television screen, they are being indoctrinated into the hypochondriac's clamorous and morbid world. Little wonder so many people fear pain more than death itself.

It might be a good idea if concerned physicians and educators could get together to make knowledge about pain an important part of the regular school curriculum. As for

the populace at large, perhaps some of the same techniques used by public-service agencies to make people cancer-conscious can be used to counteract the growing terror of pain and illness in general. People ought to know that nothing is more remarkable about the human body than its recuperative drive, given a modicum of respect. If our broadcasting stations cannot provide equal time for responses to the pain-killing advertisements, they might at least set aside a few minutes each day for common-sense remarks on the subject of pain. As for the Food and Drug Administration, it might be interesting to know why an agency that has so energetically warned the American people against taking vitamins without prescriptions is doing so little to control over-the-counter sales each year of billions of pain-killing pills, some of which can do more harm than the pain they are supposed to suppress.

[Norman Cousins, *Pain Is Not the Ultimate Enemy*]

二、谋篇布局

材料选定之后,作者需要根据表现主题的需要和材料间的内在联系,考虑怎样将这些材料有机地、合理地组织起来。这包括:这篇文章分几层写,那些材料先写,哪些材料后写,那些材料详写,哪些材料略写,于何处伏笔,在哪里呼应,如何起承转合,以及如何分段进行段落安排,等等。所有这些问题都要根据主题的要求,从全局着眼,统筹安排结构,合理组织材料。这就是人们常说的“谋篇布局”。“谋篇布局”好坏直接影响文章的质量。

例如:

(1) Both botany and zoology are the study of living organisms. (2) Autotrophs are the organisms that manufacture their own foods either by photosynthesis or chemosynthesis. (3) The concepts of zoology emphasize the human, his structure and functions, and key issues and problems confronting human beings. (4) Heterotrophs are those organisms that must obtain their food by ingesting other organisms. (5) Botany is the study of the structure and function of seed plants and representative lower plants, together with the fundamentals of plant heredity, ecology, and evolution. (6) Both botany and zoology are scientific studies. (7) Botany is in the group of producers, while zoology is the consumers. (8) Organisms can be distinguished on the basis of nutrition into two categories.

这一篇小文章(段落)就是明显地缺乏很好的安排,虽然对 botany 和 zoology 二者之间的异同作了说明,但是,条理不清、次序紊乱。略做调整,这段文章的结构则应如下:

(1) Both botany and zoology are the study of living organisms. (6) Both botany and zoology are scientific studies. (8) Organisms can be distinguished on the basis of