

上海众凯教育

强档巨献

管理类联考

——MBA/MPA/MPAcc/MEM

英语阅读技巧

英语作文冲刺

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英语（二）作文大纲

考研英语二写作大纲要求考生应能写不同类型的应用文，包括私人 and 公务信函、备忘录、摘要、报告等，还应能写一般描述性、叙述性、说明或议论性的文章。短文写作时，考生应能：

- 1、做到语法、拼写、标点正确，用词恰当；
- 2、遵循文章的特定文体格式；
- 3、合理组织文章结构，使其内容统一、连贯；
- 4、根据写作目的和特定读者，恰当选用语言。

作为阅卷老师，评定短文写作的成绩，首先看内容是否切题，是否符合题意的要求，然后看语言表达是否清楚、连贯、正确，语言基本功是否扎实，根据内容、文字、句子和用词，采用通篇分档计分，计分标准如下：

一、评分原则和方法

1、A 节应用文的评分侧重点在于信息点的覆盖和内容的组织、语言的准确性、格式和语域的恰当。对语法结构和词汇多样性的要求将根据具体试题做调整。允许在作文中使用提示语中出现的关键词，但使用提示语中出现过的词组或句子将被扣分。B 节作文的评分重点在于内容的完整性、文章的组织连贯性、语法结构和词汇的多样性及语言的准确性。

2、评分时，先根据文章的内容和语言确定其所属档次，然后以该档次的要求来给分。评分人员在档内有 1-3 分的调节分。

3、A 节作文的字数要求是 100 词左右。B 节作文的字数要求是至少 150 词。文章长度不符合要求的，酌情扣分。

4、拼写与标点符号是语言准确性的一个方面。评分时，视其对交际的影响程度予以考虑。英、美拼写及词汇用法均可接受。

5、如书写较差，以致影响读者理解，将分数降低一个档次。

二、一般评分标准

1、第五档 A 节(9-10 分)B 节(14-15 分)很好地完成了试题规定的任务。

包含所有内容要(众凯再次强调，要内容与形式的统一。不仅要有华丽的句型，还要把跟主题相关的文字加进去);

使用丰富的语法结构和词汇;

语言自然流畅，语法错误极少;

有效地采用了多种衔接手法，文字连贯，层次清晰;

格式和语域恰当贴切。

对目标读者完全产生了预期的效果。

2、第四档 A 节(7-8 分)B 节(11-13 分)★较好地完成了试题规定的任务。

包含所有内容要点，允许漏掉 1、2 个次重点;

语言基本准确，只有在试图使用较复杂结构或较高级词汇时才有个别语法错误;

采用了适当的衔接手法，层次清晰，组织较严密;

格式和语域较恰当。

对目标读者完全产生了预期的效果。

3、第三档 A 节(5-6 分)B 节(8-10 分)★基本完成了试题规定的任务。

虽漏掉一些内容，但包含多数内容要点;

应用的语法结构和词汇能满足任务的需求;

有一些语法及词汇错误，但不影响理解;

采用了简单的衔接手法，内容较连贯，层次较清晰；

格式和语域基本合理。

对目标读者基本完全产生了预期的效果。

4、第二档 A 节(3-4 分)B 节(5-7 分)★未能按要求完成试题规定的任务。

漏掉或未能有效阐述一些内容要点，写了一些无关内容；

语法结构单调、词汇项目有限；

有较多语法结构及词汇方面的错误，影响了对写作内容的理解；

未采用恰当的衔接手法，内容缺少连贯性；

格式和语域不恰当。

未能清楚地传达信息给读者。

5、第一档 A 节(1-2 分)B 节(1-4 分)★未完成试题规定的任务。

明显遗漏主要内容，且有许多不相关的内容；

语法项目和词汇的使用单调、重复；

语言错误多，有碍读者对内容的理解，语言运用能力差；

未采用任何衔接手法，内容不连贯，缺少组织、分段；

无格式和语域概念。

未能传达信息给读者。

6、零档 (0 分)所传达的信息或所使用语言太少，无法评价；内容与要求无关或无法辨认。

英语（二）大作文模板及范文

一、图表型

常见的图表类型有：

- ①表格，它表示多种事物的相互关系；
 - ②曲线，它常表示事物的变化趋势；
 - ③柱状，它用来表示几种事物的变化情况及相互关系；
 - ④饼状，表示各事物在总体中所占的比例及相互关系。
- 其中，柱形图和饼形图出现的频率比较高。

1. 结构

Para 1 描述图表---包含总体变化+具体数据+过渡句

（众凯提醒：数据最好挑选典型值和特征值。不要把所有数据全部写上）

Para 2 分析原因---高分作文一般写 2-3 个原因，如能展开描述，则写两个即可，如无法展开，则写三个原因

Para 3 预测趋势或者提出建议

（众凯提醒：图表趋势良好，则预测趋势，若趋势不好，则提出建议）

2. 图表作文常用词汇

1) 图表：①graph ②cartoon(漫画) ③ table ④bar ⑤diagram

2) 描述类的词语：①describe(描述) ②depict (描绘) ③indicate(暗示，表明) ④suggest(暗示，表明) ⑤symbolize(象征) ⑥show/reveal(揭示) ⑦illustrate(解释) ⑧reflect(反应)

3) 表示上升变化的词语：①increase ② grow ③jump ④climb ⑤go up ⑥rise ⑦ascend

4) 表示下降变化的词语：①decrease ② decline ③drop ④descend

5) 表示占据比例的词语：①occupy ② make up ③account for(还有解释的意思) ④take up

6) 修饰上述变化的副词：①sharply(明显地) ②dramatically (巨大地，显著)

地) ③greatly (非常地, 极大地) ④suddenly (突然地) ⑤gradually (逐渐地, 逐步地) ⑥slowly (缓慢地) ⑦steadily(稳步地)

3. 图表作文常用的句型

(1) 常用的开篇句型 (即概述图表内容时常用的表达法)

① According to the table/pie chart/line graph/bar graph, we can see/conclude that ... 根据该表/图, 我们可知

② The table/graph reveals (shows/indicates/illustrates/ represents/points out) that ... 该表/图表明.....

③ As we can see from the table ...

As can be seen from the line/bar graph ...

As is shown (illustrated/indicated) in the pie chart ...

(2) 描述增减变化常用的句型

① Compared with ... is still increased by ...

② The number of ... grew/rose from ... to ...

③ An increase is shown in ...; then came a sharp increase of ...

④ In ... the number remains the same/drops to ...

⑤ There was a very slight (small/slow/gradual) rise/increase in 1990.

⑥ There was a very steady (marked/sharp/rapid/sudden/ dramatic) drop (decrease/ decline/ fall/ reduction) in 1998/ compared with that of last year)。

4.1 第一段数据描述模板

1) 饼图

As we can see from the diagram, remarkable tendency that has occurred in the sphere draws our attention. The (pie)chart shows the percentage of 主题(汉字的翻译部分). The spending on (比例最大的部分 A) ranks first, accounting for (A%) of the total. The next (two)significant expending items are (比例第二 B、三 C 部分), which are B% and C% respectively. If we take (比例第四 D 部分) into account, which makes up D%, the above-mentioned (four) essentials of life amount to A+B+C+D% of the total expenditure.

From these figures one can easily see that the cost of (比例最大的部分 A) is very high. Many factors that contribute to the phenomenon may be summarized as follows. Above all, (主题词) stimulates the dramatic transformation of traditional concepts. Based upon a survey performed by socialists, almost 52% (高于 50%) of the respondents regard (比例最大部分内容) as their preferable way to (主题词), compared to 36% (低于 50%) only a few years ago. What's more, the rapid improvement of economic conditions provides us with more opportunities to (第二比例大内容). Last but not the least, as the influence of globalization, it is believed that people now take a more positive attitude towards the (第三、四比例大内容).

2) 柱状图/曲线图

As we can see from the diagram, remarkable tendency that has occurred in the sphere draws our attention. As is apparently depicted in the chart, (内容) soared from (数据) in (年份) to (数据) in (年份), While, as a sharp contrast, (内容) decreased from (数据) in (年份) to (数据) in (年份). In addition, (内容) was almost the same in (年份) and (年份). (there was only a slow increase from (数据) in (年份) to (数据) in (年份))

From these figures one can easily see that the of (比例最大的部分 A) is very high. Many factors that contribute to the phenomenon may be summarized as follows. Above all, (主题词) stimulates the dramatic transformation of traditional concepts. Based upon a survey performed by socialists, almost 52% (高于 50%) of the respondents regard (好的趋势) as their preferable way to (主题词), compared to 36% (低于 50%) only a few years ago. What's more, the rapid improvement of economic conditions provides us with more opportunities to (第二比例大内容). Last but not the least, as the influence of globalization, it is believed that people now take a more positive attitude towards the (好的趋势).

3) 表格

The table given above orderly arranges the information/figures about 总

体,which indicates/discloses a true of matter that 总趋势. It is exhibited in the table that A rank the first/highest,while B turn out to be the lowest.

This is a table which provide information about 总趋势. It is shown in the table that A rank the first/highest,whereas B turn out to be the lowest.

4.2 过渡句经典句型

- ① It is of no difficulty to come up with some possible factors for these changes/differences.
- ② It is of no difficult job to point out some contributing influences on this trend/difference/changes.
- ③ The contributing factors responsible for this phenomenon can be explained as follows.
- ④ What accounts for this scenario ? At least, from my perspective, three factors contribute to it .
- ⑤ Numerous influences on this scenario can be sought, but the universal ones are as follow.
- ⑥ This situation can be traced to a multitude of factors; the fundamental ones, however , can be sought as follows.
- ⑦ There are a couple of reasons booming this phenomenon.
- ⑧ This phenomenon has its roots in several interlinked trend.

5. 第二段分析原因

分述原因一（5选1）

- ① First and foremost, as a matter of fact, with the rapid development of our economy and society , 原因一。
- ② To begin with , these changes are closely related to 名词短语。
- ③ In the first place, this trend is bound up with 名词短语 。
- ④ At the top of the list is 名词短语。

分述原因二）（4选1）

- ① In addition, we must admit that this tendency also has a lot to do with 名

词短语。

- ② What's more, there is no denying in saying that the current scenario, to a large extent, results from 名词短语。
- ③ Moreover, the facts can not be ignored that the trend derives partly from 名词短语。
- ④ Further more, it must be stressed that the present situation, to a certain degree, stems from 名词短语。

分述原因三（4选1）

- ① Last but not the least, 名词短语 is another significant factor that can not be ignored。
- ② Another identified point that should be highlighted here is 名词短语/that+从句。
- ③ Lastly, we may notice that 名词短语 plays a positive /negative role as well in leading to this phenomenon.
- ④ Finally, we must recognize that 名词短语 produces a contributing effect upon the current condition as well.

6.1 第三段结尾：预测未来情况

Just with many other things, it's not easy to reverse the changes that have already taken place/the proportion that has already taken form.
Therefore, I predict that the current situation will continue for a short while.

Based on the factors discussed above, all the analysis point to an unshakable conclusion. The trend does not exit in this single field, and it is bound to produce a profound influence on relevant spheres. So it is not surprising to say that (总结部分).

6.2 第三段结尾：建议：

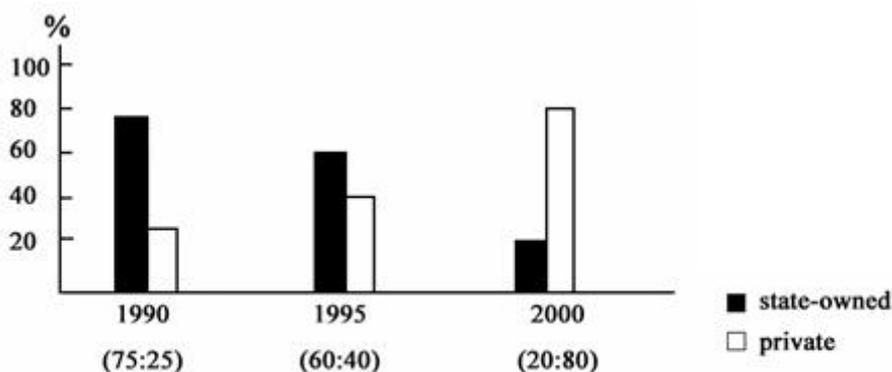
① Considering all these reasons ,we need to take some (positive) measures .For one thing, we should/it is necessary for us to attach due importance to this problem as a result of that this issue has come to impose great influence on our life……； for another, the government ought to /should take

actions to pay sufficient attention to this fact.……Last but not least, laws should be made to deal with this kind of affairs. Only in this way can we solve the problem successfully.

② In order to improve the situation/solve the problem, we should find several solution to it .On one hand,方法建议一 On the other hand ,方法建议二 Therefore,总结句. Only in this way can we solve the problem successfully

③ Based on what has been discussed above ,we should have a correct attitude towards 金钱/道德/健康/素质教育/养老问题等. Only in this way can we solve the problem successfully

例题: Directions: For this part, you are allowed thirty minutes to write a composition on the topic **Changes in the Ownership of Houses**. You should write at least 150 words, and base your composition on the chart and the outline given below. (15 points)



1. 根据上图描述该市住房产权的变化
2. 分析产生这些变化的原因
3. 说明这些变化对个人和社会产生的影响

(1) 描述图表:

模板套句:

As we can see from the diagram, remarkable tendency that has occurred in the sphere draws our attention. As is apparently depicted in the chart, the percentage of private houses soared from 20% in 1990 to 80% in 2000, While, as

a sharp contrast, the percentage of state-owned houses decreased from 69% in 1990 to about 16% in 2000. In addition, the percentage of both were almost the same in 2000.

What can account for the phenomenon? Obviously some driving factors that contribute to the above tendency may be summarized as follows: to begin with, the public do not attach due importance to this problem. As a result, this issue has come to impose great influence on our life. ... In addition, our government does not pay sufficient(足够的) attention to this fact. Because government constantly(经常) ignore some aspects of the society for a better development. ... Last but not least(最后一点但不是最重要的一点), laws are not timely made to deal with this kind of affairs; ...

(是什么导致这种现象的呢? 显而易见, 一些导致上述趋势的实际原因可以归纳总结为以下几点: 首先公众对这个问题不够重视, 结果, 这个问题对我们的生活产生了很大的影响... 其次我们的政府对这个事实没有引起足够的注意... 最后一点但不是最重要的一点, 法律法规没有及时的制定出来处理解决这种问题...)

(2) 发表评论(建议或预测)

As far as I am concerned/In my opinion, with the development of our society and the improvement of our economy, the state of condition reflected in the above graph will be greatly promoted to meet a higher demand of our modern life.

(在我看来, 随着我们社会和经济的发展进步, 上述图表中反映的目前状况将会被很大的提高以适应我们的现代生活)

适用文章类型

- ① 世界观、价值观问题(金钱, 健康、成功、诚信、创新、失败的态度)
- ② 社会现象: 节约/浪费资源, 环境污染
- ③ 教育类: 素质教育, 应试教育, 就业, 失业
- ④ 道德问题: 养老, 假文凭, 住房
- ⑤ 超前消费问题
- ⑥ 科技成果, 科学发展观

二、利弊型

I Good (利) 型作文写作思路:

(1) 介绍主题 (说明其重要性)

① Nowadays knowledge/internet /education /honest/ 等问题 has been playing an increasingly important role in our daily life/work/study/entertainment.

(目前, 知识/网络/教育/诚实等问题在我们日常生活/工作/学习/娱乐中扮演着越来越重要的角色)

② With the rapid development of science and technology , (more and more / an increasing number) of people come to realize that knowledge is power/time is money/ efficiency is life 等

(随着社会和科技的发展, 越来越多的人认识到知识就是力量, 时间就是金钱, 效率就是生命)

③ It is commonly believed that internet/knowledge 等 is something that we cannot do without especially in such an information age/competitive society.

(人们普遍认为没有网络/知识, 我们不能做事, 尤其是在现在这个时代/竞争激烈的社会)

(2) 重要性的具体体现

① It goes without saying that the significance/important/indispensable of knowledge/time/internet 等 can be most clearly seen in the following respects. First and the foremost of all..., In the second place..., Eventually...

(毫无疑问知识/时间/网络的重要性/不可缺少性可以从下面几个方面清楚的看到, 第一点但不是最重要的...其次...最后...)

② Generally speaking, it is extremely difficult for us to imagine what our modern life would be like without knowledge/internet / honest/ love 等. First and the foremost of all..., In the second place..., Eventually...

(总之, 很难想象在我们现代生活中没有知识/网络/诚信/爱是多么难的事情, 首先...其次...最后...)

③ Of all the valuable things , I personally believe that knowledge/internet / honest/ love 等 is the most important of all ,without it there will be no trust, no respect and ultimately no harmonious society.

(在所有有价值的事件中, 我个人认为知识/网络/诚信/爱心是所有事件中最重要, 如果没有了它, 将没有信任和尊重, 甚至最后连和谐社会都难于谈起。)

(3) 如何发扬广大

① As the issue is becoming more and more important, it follows that we should promote it in the following ways: To begin/start with..., In addition..., last but not the least...

(既然这个话题变的越来越重要, 接下来我们应该从以下几个方面去推广发扬: 首先..., 其次..., 最后...)

② Obviously the issue has become so important that we should redouble our efforts to prepare it in the following respects: First of all..., What's more..., Finally...

(既然这个事件变得如此重要, 我们应该在以下几个方面加倍准备: 首先..., 其次..., 最后...)

(4) 适用文章类型

① 公益性的: private school 贵族学校, 2010 世博会, 计划生育 (family planning)

② 社会常见性的: 知识 (knowledge), 诚信 (honesty), 友谊 (friendship), 爱心 (love), 黄金周 (golden week), 终身学习 (life-long-study)

③ 科技性的: computer, internet, email,

II Bad (弊) 型作文写作思路:

(1) 介绍主题 (存在/引起关注)

① Nowadays there is a heat discussion/debate on the issue of environment(环境)/violence (暴力)/dropout (失学) 等问题. It can be easily proved that 得出结论.

(目前, 环境/暴力/失学等问题成为社会讨论的热点问题, 我们可以容易的得出结论...)

② Recently much attention/emphasis has been put/placed on environment(环境)/violence (暴力)/dropout (失学) 等问题, it is reported by a recent/new research/study that 得出结论.

(2) 原因分析

过渡句: what can account for the phenomenon?

① so far as I know ,the tendency of _____ comes up as a result of the following factors: first..., second..., third...

(据我所知, 这种趋势的出现由于以下几个原因, 一..., 二..., 三...)

② Obviously some driving factors that contribute to the above tendency may be summarized as follows: to begin with ..., in addition..., last but not the least...

(显而易见, 一些导致上述趋势的实际原因可以归纳总结为以下几点:

首先…其次…最后…)

③ As is well-known to all of us, there are several reasons accounting for the above tendency, one is..., the other is ...

(众所周知, 有一些原因可以解释上述趋势, 一方面..., 另一方面...)

(3) 该类问题的解决方法

① Considering all these reasons, we need to take some (positive) measures. For one thing, we should/it is necessary for us to attach due importance to this problem as a result of that this issue has come to impose great influence on our life.....; for another, the government ought to /should take actions to pay sufficient attention to this fact.....last but not least, laws should be made to deal with this kind of affairs. Only in this way can we solve the problem successfully.

(考虑到这些原因, 我们应该采取一些有效的措施。一方面, 我们应该重视这个问题因为这个问题对我们的生活有很大的影响, 另外一方面, 政府应该采取措施给予这个问题足够的重视, 最后需要立法来解决这些问题。只要通过这种方法我们才可以把这个问题成功解决)

② It is the high time for us to adopt measures to handle/settle

/resolve /deal with the problem of environment(环境)/violence (暴力) /dropout (失学) 等问题. On one hand 建议一, on the other hand 建议二

(我们应该采取一些措施去解决环境/暴力/失学等问题: 一方面...另一方面...)

III G/B (positive/negative; advantages/disadvantages; pros/cons; agree/disagree) 类型作文写作思路: (09年真题: 手机短信利弊)

(1) 介绍主题: 观点 1、观点 2

① When it comes to study abroad/private cars/higher education/whether university should be open to the public 等问题, it is the belief of some people that 观点一 and it is argued, however by others that 观点二, it may cause us some challenges as well. There is probably some truth in both arguments/statements.

(当我们谈及留学/私家车/高等教育/名校是否该对外开放等问题时, 有些人赞同应该大力发展, 而有些人认为应该加以限制, 因为会给我们带来一些挑战, 这两种观点可能都对。)

② With the development of science and technology/people's living standards, different people have different attitude towards study abroad/private

cars/higher education/whether university should be open to the public 等问题, some people are in favor of , while others are against it.

(随着科技和社会的进步/人们生活水平的提高,不同的人对留学/私家车/高等教育/名校是否该对外开放等问题有不同的看法,有些人赞同应该大力发展,而有些人认为应该加以限制)

③ Nowadays study abroad/private cars/higher education/whether university should be open to the public 等问题, has become a hot topic in/among the general public. However, the opinions concerning/regarding it vary from individual to individual. Some are in favor of it, while others are against it.

(目前,留学/私家车/高等教育/名校是否改对外开放问题成为公众讨论的热点问题,然而不同的人有不同的看法,有些人赞同应该大力发展,而有些人认为应该加以限制)

(2) 描述分析: 观点 1 观点 2

① To some people, the reasons why they are in favor of study abroad/private cars/higher education/whether university should be open to the public 等问题 can be illustrated as follows: First of all... ,In the second place..., Eventually...

(对一些人来说,为什么他们支持留学/私家车/高等教育/名校是否改对外开放等问题有以下这些原因:首先...,其次...最后...)

② Nevertheless, just as the proverb goes—every coin has two sides/no garden without the grass, study abroad/private cars/higher education/whether university should be open to the public 等问题 also has some disadvantages: On one hand..., On the other hand...

(然而,正如该俗语所说事物都是有两面性的,留学/私家车/高等教育/名校是否改对外开放/书本知识和实践到底哪个重要等问题也同样有一些缺点:一方面...,另一方面...)

(3) 作者的观点

① Weighing up the advantages and disadvantages of study abroad/private cars/higher education/whether university should be open to the public 等问题, I personally believe that study abroad/private cars/higher education/whether university should be open to the public , the positive effects outweigh its negative ones.

(权衡利与弊,我个人认为留学/私家车/高等教育/名校是否该对外开放等问题的正面胜过消极的一面)

② Based on what has been discussed above, I may reasonably reach the conclusion that the advantages of study abroad/private cars/higher

education/whether university should be open to the public 等问题 carry more weight than its disadvantages and it will still perform essential functions in our modern society.

(基于以上讨论, 我有可能得出这个结论留学/私家车/高等教育/名校是否改对外开放等问题有利一面胜过不利的一面, 在我们当代社会留学/私家车/高等教育/名校是否该对外开放, 书本知识和实践到底哪个重要等问题仍然发挥着重要的作用)

③ As far as I am concerned, the positive aspect of study abroad/private cars/higher education/whether university should be open to the public 等问题 outweigh its negative ones. Therefore, we would make full use of its benefits and at the same time we had better try to avoid its harmful effects.

(我认为, 留学/私家车/高等教育/名校是否该对外开放等问题好的一方面胜过坏的方面, 所以, 我们应该充分利用其有利的一面, 同时也要尽量避免其不利的一面)

(4) 适用文章类型

① 私家车(private cars), 房价(housing price), 医疗(hospital), 教育(education)

② 电视节目(TV program), 考试(examination), 广告(advertisement), 留学(study abroad)

③ 大学对外开放(whether university should be open to the public), 大学生是否在校结婚(college students should get married in the school)

四、练习题

以下题目请同学们自行结合套用上面模板, 提供范文未完全套用上面模板英语基础好的同学, 未必要用模板来写作文; 英语基础差的同学请在每个题目旁标注适合哪个模板

Topic 1: My View on the Post-graduate Craze

1. 目前考研已形成热潮
2. “我”认为这股热潮形成的原因
3. “我”的打算

My View on the Post-graduate Craze

Every year, millions of college students sit in for the post-graduate entrance examination. More and more students regard the pursuing of a master's degree as an indispensable part of their education.

Why are students so enthusiastic about obtaining a post-graduate diploma?

First, it is the demand of the time. In an age of knowledge updating and information explosion, what have we learned in college can hardly meet the demand of the society. Whereas, those equipped with the latest knowledge and skills, especially those with a master degree, are badly needed. Second, we all recognize that the more education we have, the more likely we are to succeed. Compared with those without a master degree, post-graduates enjoy more preferential treatment, for example, better salaries, or more opportunities for trainings and promotion. A post-graduate degree can sometimes guarantee a more promising career. Last but no least, with the graduation of a large number of college students, competition for jobs becomes more and more fierce. One way to gain some advantage over others is to have a higher academic degree.

So no wonder millions of students will consider pursuing a post-graduate degree. As for me, I would like to join them to study for a higher degree, taking the above-mentioned advantages into consideration.

Topic 2: On TV Shows

1. 时下电视真人秀（TV shows）（如超级女声、梦想中国等）非常流行
2. 有人认为真人秀很好，可以展现自己，体会人生，有人却不喜欢
3. 你的看法

On TV Shows

Nowadays, TV shows are very popular. TV programs like Super Girls and Dreams in China have attracted thousands of people to participate, and many more wait to watch them when they are on show.

Why are so many people interested in such programs? Advocates say that these programs provide excellent opportunities for young people to express themselves and to show their specialty. They help improve young people's self-confidence and can encourage them to face challenges. However, some people criticize these programs, arguing that they are not only a waste of energy, money and time, but also a revelation of social vanity. A lot of teenagers do not want to continue their study, and instead dream of becoming rich and famous overnight.

In my opinion, we needn't be too critical about such TV programs. If they can bring happiness to those participants as well as to the audience, they are entitled to prosper.

Topic 3: Please Be Punctual

1. 现在的年轻人时间观念淡薄，经常不守时

2. 不守时有什么危害
3. 大学生应该从自身做起

Please Be Punctual

With the advent of the era of knowledge economy, time is treasured by an increasing number of people. However, many young people attach little importance to punctuality, which, in my opinion, will give rise to many problems.

First, you may impress other people as being unreliable and dishonest. When you are late for a job interview, the boss may refuse to give you the chance since people tend to assume that if you cannot fulfill your promise, you have no sense of responsibility and can do nothing well. Second, others may think that you show no respect to them. If you are late for an appointment, the person you keep waiting may think that the appointment is of no importance to you and you are a person who is not considerate of other's time.

Therefore, university students should learn that punctuality is a good habit. Being punctual, you are showing respect to others and, in return, you will win others' respect and trust.

Topic 4: Should College Students Own Credit Cards?

1. 一些银行开始向大学生开放信用卡业务
2. 人们对此意见不一
3. 你的观点

Should College Students Own Credit Cards?

Some banks begin to offer credit cards to college students, which raises a general debate. People's views on the issue vary.

Some people believe that credit card not only makes students' life more convenient, but also gives them a good opportunity to develop a sound sense of financing. Furthermore, it can help them establish a good credit record.

However, others think the disadvantages weigh much more than the advantages. They argue that credit card invites students to become lavish spenders. Students may spend well beyond their means and end up in debt that they can't pay off. What's more, since interest rates are often high and penalties are severe if one fails to pay on time, students may gradually become "credit card slaves" and can hardly focus on their academic life.

There is probably something true in both arguments, but the credit card in itself is neither good nor bad. Perhaps a happy medium is to get a credit card that has a certain credit limit.

Topic 5: Dose Higher Education Cease to Be Useful?

1. 大学毕业找工作更难了，有人开始宣扬高等教育无用论
2. 高等教育到底带给我们什么
3. 你对大学毕业生的建议

Dose Higher Education Cease to Be Useful?

Disappointment is prevailing among Chinese university graduates. In spite of four-year diligent study, some of them still have difficulty in landing a decent job on today's tight job market. Doubts about the function of higher education arise among youngsters.

What does higher education bring to us? First of all, academic lectures and research endow students with more insights into the nature of the world and society, and nurture good methods of dealing with problems they would encounter anytime in the future. Moreover, social activities and field trips are necessary preparations for future careers. In this way, youngsters will learn to regard highly the value of cooperation and interpersonal skills. Lastly, the climate of freedom at college facilitates the cultivation of independence, which will doubtlessly be of help to career success.

Therefore the point is not whether higher education is useful, but how to make full use of the four years in university. Perhaps a good command of foreign languages, or if possible, a minor degree in other fields, would render you a more competitive candidate on the job market..

Topic 6: Mobile Phone Uses Should Be Restricted in Library

1. 图书馆的阅览区如今滥用手机现象严重
2. 分析该现象会造成什么危害
3. 读者应该怎么做

Mobile Phone Uses Should Be Restricted in Library

The improper use of mobile phones is becoming increasingly serious in the library. Many students are found talking loudly on phones or taking a phone in audible ringing mode into the library.

There is no doubt that those poor manners have a negative impact on library users. For one thing, mobile phones are a distraction for those users, for they can hardly focus on reading. For another, such behavior causes disturbance to other people. It's very important for the users to maintain a quiet atmosphere since the library is a place for study and research.

Restriction to mobile phone uses in the library helps to create an excellent

atmosphere and does good to all library users. So all students should comply with library regulations and keep quiet in the library. If they do need to use mobile phone, they can set their mobile phones in the silence mode and make phone calls in designated areas, such as restrooms, photocopier rooms and the elevator area.

Topic 7: Should Holders Be Responsible for Fake Money?

1. 中国各地频现高仿真假钞，这种现象引起人们的恐慌
2. 国家规定，发现假钞一律没收（confiscate）
3. 普通公民是否应该对持有假钞负全责

Should Holders Be Responsible for Fake Money?

The state regulation prescribes that fake money, when found, should be confiscated. Therefore, when extremely real-looking forged banknotes have been repeatedly discovered in different cities over the country, the public are seized with panic. They are afraid that one day the banknotes they keep may unexpectedly be found fake and thus be confiscated.

Should all holders of fake money take full responsibility for it?

It is true that some holders are related to the crime of forging and trading fake banknotes. These are criminals and deserve to be duly punished. However, most holders are innocent, and they are unaware that they are holding fake money. Namely, they are victims of the crime. Therefore, it is unfair for them to be fully responsible for the fake money in their hand.

In fact, it is the state's responsibility to stop and crack down on the making and trading of fake money. Therefore, while the innocent holders of fake money should help crack down on the crime, the state should also share with them in their loss of the confiscated wealth.

Topic 8: Celebrities As the Products' Spokesmen

1. 明星代言现象非常普遍
2. 明星代言广告存在一些问题
3. 你的看法

Celebrities As the Products' Spokesmen

It is now very common to see a celebrity as the spokesman for a certain product. When commercial advertisements feature a famous star, the celebrity normally helps the promotion of the product.

However, sometimes when the product is not good enough, or when the star exaggerates or lies about the functions of the product and its brand name may

become notorious among consumers, and its fate is doomed. For another, such advertisements may bring serious detriment to the image of the celebrity, which may hinder the stars may cheat consumers into buying products of inferior quality, which may do harm to their health. Then this will be a situation nobody gains.

I think it necessary for the celebrity to think it over before he decides to cooperate with the manufacturer. He should be responsible for his own reputation and make sure of the quality of the product before he accepts to be its spokesman.

Topic9: Should Free Music Downloads Be Banned?

1. 越来越多的人开始在网上下载免费歌曲
2. 有人认为这会严重影响唱片业的发展，应该予以禁止，有些人则不以为然.....
3. 我的看法

Should Free Music Downloads Be Banned?

With the development of technology, more and more people are making use of the internet and are enjoying downloading all types of materials. Some are especially fond of downloading free music. They argue that free music downloads not only enrich our life, but also are good for the music industry because they help increase the popularity of music.

However, from my point of view, it is not advisable to allow free music downloads. For one thing, they violate the intellectual property rights of musicians. For another, they have a negative impact on the sales of musical products such as CDs, which may do harm to the whole music industry. Without good returns, who would like to invest in the music industry?

In order that the music industry can develop healthily, we had better ban free music downloads. Let's all start to do so with ourselves.

Topic10: Should Campus Be Opened To Travelers?

1. 名校校园正成为旅游新热点
2. 校园是否应对游客开放，人们看法不同。
3. 我的看法。

小作文模板及范文

一、建议信

Dear _____,

I am delighted to learn that 写信的原因. In my opinion, 表述建议内容. On the one hand, 提出的理由一. On the other hand, 建议的理由二.

As to 具体到某一方面, I suggest 建议内容 If 供被建议人选择的条件. It is unnecessary for you to 建议内容的另一方面. In addition, 其他的建议. I am sure 对建议内容所做的承诺.

Please inform me 期望被建议人做出的回应.

范文一：

Direction: Restrictions on the use of plastic bags have not been so successful in some regions. "White pollution" is still going on.

Write a letter to the editor of your local newspaper to

(1) give your opinions briefly

(2) make two or three suggestions

You should write about 100 words. Do not sign your own name at the end of the letter. Use "Li Ming" instead. Do not need to write the address

Jan.4, 2010

Dear sirs,

I am delighted to learn that the free use of plastic bags is banned. In my opinion, with the rapid development of science and technology , more and more / an increasing number) of people come to realize that environment(环境) is life. However, the opinions concerning/regarding it vary from individual to individual. Some are in favor of it, while others are against it. I may reasonably reach the conclusion that the disadvantages of using the plastic bags carry more weight than its advantages.

Considering all these reasons ,we need to take some (positive) measures .For one thing, we should/it is necessary for us to attach due importance to this problem as a result this issue has come to impose great influence on our life……; for another, the government ought to /should take actions to pay sufficient attention to this fact.……last but not the least, laws should be made to deal with this kind of affairs. Only in this way can we solve the problem successfully.

Please inform me if my proposals have been accepted.

Yours truly

Li Ming

Dear sirs,

I am delighted to learn that the free use of plastic bags is banned. However, **in my opinion**, strict restrictions should be imposed. **On the one hand**, many local residents think this kind of bags is cheap and convenient. **On the other hand**, to attract their regular customers, many businessmen are still using plastic bags.

As to the low cost and convenience of plastic bags. **I suggest** that more possible alternatives, such as paper or clothing bags be made. **If** the substitute is cheaper and has more advantages, people will stop using plastic bags. **It is unnecessary** to raise the price of plastic bags. **In addition**, the public should keep in mind the negative influence of the “white pollution”. **I am sure** you will find these recommendations useful.

Please inform me if my proposals have been accepted.

Yours truly

Li Ming

范文二：

Direction: Restrictions on the use of pirated products have not been so successful in some regions. “Piracy” is still going on.

Write a letter to the editor of your local newspaper to

(1) give your opinions briefly

(2) make two or three suggestions

You should write about 100 words. Do not sign your own name at the end of the letter. Use “Li Ming” instead. Do not need to write the address

Jan.4, 2010

Dear editor,

I am delighted to learn that the use of pirated products is banned. However, **in my opinion**, strict restrictions should be imposed. **On one hand**, pirated products often cost much less than the original ones. **On the other hand**, to make more profit, many businesses are still using pirated products.

As to the low cost and convenience of pirated products, **I suggest** that the government should call on everyone to start the battle against piracy. **If** the customers develop our consciousness to resist pirated products, people will stop using pirated products. **It is unnecessary** to raise the price of pirated products **In**

addition, laws should be strictly carried out to ban piracy from spreading any further. **I am sure** you will find these recommendations useful.

Please inform me if my proposals have been accepted.

Yours truly
Li Ming

二、投诉、批评、抱怨信

Dear _____,

I am 写信人身份. I venture to write you a letter about 抱怨内容.

The focus of the complaint is 抱怨内容的核心点. For one thing 抱怨内容的一个方面, For another 抱怨内容的另一方面. Honestly speaking, 客观的评论. But 抱怨产生的原因

All in all, there is still much room for improvement. Before I take any further action, I do hope 表达本人的愿望. Thank you for your time and kind consideration.

Yours truly
Li Ming

范文三：

Direction: Your neighbor keeps a lot of animals in his or her garden, which causes problems to you. Write a letter to your neighbor:

- (1) describe the problems
- (2) give the suggestions to solve the problems
- (3) if nothing is done, what actions you will take

You should write about 100 words. Do not sign your own name at the end of the letter. Use "Li Ming" instead. Do not need to write the address

Jan.4, 2010

Dear Mrs. Smith,

I am Li Ming, your neighbor, a writer. **I venture to write you a letter about** the inconvenience caused by your dogs in your garden.

The focus of the complaint is the noise made by these pet animals. **For one thing**, the fierce dogs make a lot of noise during the day when there is anyone walking past your garden, which seriously distracts my mind while I am writing at home. **For another**, these dogs may frighten the children of the neighborhood when they are playing after school. **Honestly speaking**, I do not want to interfere with your freedom of raising pets. **But** I really can not work since the dogs are

barking all the time.

All in all, there is still much room for improvement. Before I take any further action, I do hope you can give up raising large pets like these dogs. Thank you for your time and kind consideration.

Yours truly
Li Ming

三、道歉信

Dear _____,

I am excessively sorry to say /tell you that 直接说出道歉事由. Now, I am writing you this letter to apology to show my deep regret. Please accept my sincere apology. I hope you will understand me and excuse me for 请求对方原谅的事由.

The reason for my delay/absence was that 过失的原因. I had no way out because 自己当时的处境和情况. Therefore it's not in my power to 过失导致的结果.

Naturally, I want to suggest 建议下次再实现愿望. I shall be obliged if you will kindly write and tell me when and where you 约定下次见面的时间和地点. We may meet again and I hope to see you soon.

Yours truly
Li Ming

范文四：

Direction: You had an appointment with your friend last Friday. Unfortunately, you did not keep the appointment because your mother fell ill at that time. Write a letter to your friend to:

- (1) apologize for not attending the appointment as planned
- (2) explain why you could not meet him/her that day
- (3) make suggestion for another appointment next time

You should write about 100 words. Do not sign your own name at the end of the letter .Use "Li Ming" instead. Do not need to write the address

Jan.4, 2010

Dear Amy,

I am excessively sorry to say /tell you that I had failed to keep the appointment that we made last Friday. Now, I am writing you this letter to apology to show my deep regret. Please accept my sincere apology. I hope

you will understand me and excuse me for my failing to turn up.

The reason for my delay/absence was that my mother fell ill at that time. I had no way out because I had to send her to hospital and look after her. Therefore it's not in my power to meet you.

Naturally, I want to suggest that we should make another appointment next time .I shall be obliged if you will kindly write and tell me when and where you will be at convenience .We may meet again and I hope to see you soon.

Yours truly
Li Ming

四、感谢信

Dear _____,

I am now writing these few lines to express my sincere thanks for 感谢事由. I'd like you to know how much your _____ meant to me. You have a positive genius for 对收信人某一方面的赞美 . I not only enjoyed _____ , but also _____ . I shall ever remember _____ as one of the most _____ in my life.

I hope to have the opportunity of reciprocating. I will feel very honored and pleased if you 表达自己回报的心愿 . I am looking forward to seeing you next time!

I repeat my thanks again for your _____. Please give my kind regards to your _____.

Yours truly
Li Ming

范文五：

Direction: Last week, you were invited to a dinner party in one of your close friend's family. Now write a letter of thanks to your friend. Your letter should include:

- (1) an expression of your gratitude
- (2) offer to return the favor one day
- (3) your expectation for his or her visiting

You should write about 100 words. Do not sign your own name at the end of the letter .Use "Li Ming" instead. Do not need to write the address

Jan.4, 2010

Dear smith,

I am now writing these few lines to express my sincere thanks for your

having invited me to a dinner party. **I'd like you to know how much your hospitality meant to me. You have a positive genius for cooking .I not only enjoyed** the food you prepared, **but also** the chitchat. I shall ever remember the time we got together **as one of the most** valuable moments **in my life.**

I hope to have the opportunity of reciprocating. I will feel very honored and pleased if you have time to come to my house for a good relaxation. **I am looking forward to seeing you next time!**

I repeat my thanks again for your invitation. Please give my kind regards to your wife.

Yours truly
Li Ming

五、请求信

Dear _____,

I am 介绍自己的身份 . I will/am 与请求有关的自身现状. I'd like to 阐明自己的请求 . I will appreciate your 有关该请求的详细信息 . I'm going to 对方如能帮助实现请求, 自己将要做什么 .

Here are the reasons why 承上启下, 开始解释原因 : For one thing 请求的原因一; For another 请求的原因二, .Therefore,总结写信的目的 .

I shall be much obliged to you if you 对收信人的期望 . Thanks for your kind consideration and I look forward to receiving your earliest reply.

Yours truly
Li Ming

范文六:

Jan.4, 2010

Dear _____ Sir or Madam____,

I am a senior university student majoring in vehicle engineering. **I will/am** attend an English test in the near future. **I'd like to** buy a reference book entitled Simulated English Test paper for Postgraduate Qualifications. **I will appreciate your** helping me find one and mail it to me . **I'm going to** refer to it intensively to improve my English

Here are the reasons why I am in so desperate need of the book: **For one thing** I am

busy preparing for the postgraduate examination, which is scheduled in January next year; **For another** the book is written by a lot of famous and experienced professors .**Therefore**, I write to you here to apply for the book

I shall be much obliged to you if you can let me have this book by the end of this month **Thanks for your kind consideration and I look forward to receiving your earliest reply.**

Yours truly
Li Ming

六、祝贺信

Dear _____,

I have learned with delight that you 祝贺事由 I would like to extend to you my utmost congratulations on You must be . And I feel very happy for you.

祝贺人所取得的成绩 is quite exciting news! I know this is surely owing to 被祝贺人过去的努力 . It is reward you richly deserve for your 被祝贺人的优点 .

Kindly let me know when you 咨询对方何时有空 . I hope 表达自己的愿望 . My best wishes for your further success.

Yours truly
Li Ming

范文七:

Direction: One of your classmates has been admitted by a well-established university to get on MBA degree. You write a letter to congratulate him or her on success, including:

- (1) your sincere congratulations
- (2) your best wishes to him or her

You should write about 100 words. Do not sign your own name at the end of the letter .Use "Li Ming" instead. Do not need to write the address

Jan. 4, 2010

Dear Smith,

I have learned with delight that you have been admitted to Beijing Foreign Language University to further your MBA education .**I would like to extend to you my utmost congratulations on** your admission to such a national famous university. **You must be** very proud of your achievements. **And I feel very happy for you**

To study in such a well-established university **is quite exciting news! I know this is surely owing to** years of hard work and effort you have made. **It is**

reward you richly deserve for your extraordinary ability

Kindly let me know when you are free. I hope to pay you a personal visit. My best wishes for your further success.

Yours truly
Li Ming

七、邀请信

Dear _____,

开门见山提出事件(活动)、地点、时间. It would be pleasant/honored to have you here.

During the party/conference, we will have lots of activities you will be interested in. First, 要举行的活动内容之一. Second, 要举行的活动内容二.

I know/believe that you will be very interested in _____. First/ For one thing, 受邀请人参加的理由一. Second/ For another, 受邀请人参加的理由二. The conference/party would not be complete without you!

The party/conference will begin at 时间 and we do hope you can come.

Yours truly
Li Ming

范文八：

Direction: The English Department will hold on academic conference. You, the organizer of the meeting, write a letter to an eminent professor to invite him/her to be present at the meeting. The letter should include:

- (1) time and place of the academic conference
- (2) the reasons why the professor is expected to attend the meeting
- (3) the schedule of the professor in the academic conference

You should write about 100 words. Do not sign your own name at the end of the letter. Use "Li Ming" instead. Do not need to write the address.

Jan.4, 2010

Dear Professor Brown,

The English Department will hold an academic conference at the lecture hall next month. **It would be pleasant/honored to have you here.**

During the party/conference, we will have lots of activities you will be interested in. First, we will have a series of seminars on the present status of English teaching on Chinese campus **second**, we'll invite the versed professors and experts like you to give a number of lectures on English teaching and

research.

I know/believe that you will be very interested in exchanging ideas with other professors in this field. **First/ For one thing**, you are one of the most authoritative and respectable professors in English teaching and research. **Second/ For another**, all the people presenting at the meeting are looking forward to attending your lectures. **The conference/party would not be complete without you!**

The party/conference will begin at 8:30 A.M on September 17 and we do hope you can come.

Yours truly
Li Ming

八、推荐信

Dear _____,

It affords me much pleasure to recommend _____ to you. During his/her graduate years he/she was my _____. As his/her I found him/her _____

His/Her performance in the school years was outstanding. First, he/she had been _____ and showed great talents in _____. In addition, he/she was very pleasant personality. He was developed a strong sense of _____ and working with him is always _____. I can state that he/she all the qualities of being _____

Therefore, I here recommend him/her to you with all my heart .Should you favor him/her with a position in your company? I am sure that his/her future conduct will prove worthy of your confidence.

Yours truly
Li Ming

范文九：

Directions: You are a professor in a department. One of your graduates asks you to write a letter of recommendation to a company which he wants to work for. In the letter, you should write according to the following

- (1) a brief introduction of yourself
- (2) the student performance and main strengths
- (3) the main accomplishment at university

You should write about 100 words. Do not sign your own name at the end of the letter .Use “Li Ming” instead. Do not need to write the address.

Jan.4 , 2010

Dear Personnel Manager,

It affords me much pleasure to recommend liu yi to you. During his/her graduate years he/she was my favorite student in the department of Information Engineering of Tsinghua University. As his/her teacher, I found him/her very intelligent and industrious.

His/Her performance in the school years was outstanding. First, he/she had been the major speaker in my class and showed great talents in computer. In addition, he/she has very pleasant personality. He had developed a strong sense of team work, and working with him is always a joy. I can state that he/she has all the qualities of being a good technician in your company.

Therefore, I here recommend him/her to you with all my heart .Should you favor him/her with a position in your company? I am sure that his/her future conduct will prove worthy of your confidence.

Yours truly

Li Ming

九、倡导信

Theme

Dear _____,

I am writing the letter to call on to _____. As _____, I _____

Now I came up with some ideas that might attract you and equip us all with _____. First, I will _____. Apart from that I will try to _____, and make positive efforts to put them into practice.

Actually, we will _____. I have all the reasons to be optimistic that _____

Please join me in the action and extend our _____ into a spirit that dares any possible difficulties! Thank you very much!

Best wishes to _____

Yours truly

Li Ming

范文十:

Jan.4, 2010

A letter to Citizens of Beijing as to Improving Involvement
in preparation for the 2008 Olympic Games

Dear Countrymen,

I am writing the letter to call on all the people in Beijing **to perk up and do more work for the coming 2008 Olympic Games .As** a common citizen here in the capital of our great motherland, **I jumped over joy when news come saying we won the competition for hosting the great games, the first in our history.**

Now I came up with some ideas that might attract you and equip us all with sufficient confidence. First, I will start studying English, and two or three of other foreign languages if possible, so as to be able to communicate with friends from all corners of the world. Apart from that I will try to understand modern concepts about making a city, and a country, more beautiful, for example, environmental protection, community construction, city planning, and above all, the quality of being a citizen in the modern metropolis, and make positive efforts to put them into practice.

Actually, we will not be making preparation for preparation's sake. After 2008, I have all the reasons to be optimistic that Beijing, and our country, will be taking a strong position in the powers of the world.

Please join me in the action and extend our effort into a spirit that dares any possible difficulties! Thank you very much!

Best wishes to Beijing and our country!

Yours truly
Li Ming

十、辞职信

Dear _____,

I am writing to inform you about my decision to resign from my current position. I plan to leave my job here _____

There are several reasons involved. First of all, _____ In addition, _____ Most importantly, _____ Therefore, I would like to _____

Please let me take this chance to thank you for the rewarding experience I've enjoyed during my employment. I am sorry for any inconvenience caused to you! My best wishes for the company's continued growth..

Yours truly
Li Ming

范文十一：

Jan.4, 2010

Dear Manger Wang,

I am writing to inform you about my decision to resign from my current position. I plan to leave my job here one month later.

There are several reasons involved. First of all, I find it absolutely necessary to seek an appointment which can enable me to earn a higher salary to cope with the growing high cost of living In addition, I have concluded that I

can no longer function effectively when the policies followed by the headquarters fail to provide the support I need as a regional manager **Most importantly**, it makes me quite disappointed that the vacancy of general manager was filled by someone from outside the company .**Therefore, I would like to find a more suitable position**

Please let me take this chance to thank you for the rewarding experience I've enjoyed during my employment. I am sorry for any inconvenience caused to you! My best wishes for the company's continued growth.

Yours truly
Li Ming

十一、练习题

英语基础好的同学，未必要用模板来写作文；英语基础差的同学请在以下每个题目旁标注适合哪个模板

1、Directions: *You are asked to write a composition based on the information below. You should write about 100 words. Do not sign your own name at the end of the letter. Use "Li Ming" instead. You do not need to write the address.*

市政府有意在近郊修建一座热电厂以缓解电力供应紧张局面，市民对此有不同的看法。请你以李明的名义就此话题向市长写一封信，表达市民及个人的看法。

2、Directions: You are required to write a paper about the Chinese energy sources security. Write an abstract of your paper to:

- 1) briefly introduce the current situation domestically and abroad,
- 2) specify the problems and their causes,
- 3) explain the discussion

You should write 80-100 words. Do not sign your own name at the end of the abstract. Use "Li Ming" instead. You do not need to write the address.

3、**Directions:** You are a college graduate and try to find a job in a software company. You find from an advertisement that there is a company suit you very well. Write a letter of application based on the following outline:

- 1) a brief information about yourself,
- 2) your ability to take the job.
- 3) other necessary introduction.

You should write about 100 words. Do not sign your own name at the end of the letter. Use "Li Ming" instead. You do not need to write the address.

阅读理解技巧



题型一——情感态度题 难度系数

1. 题型特点：作者，或文章中的人对于某件事情的看法，态度

What is the author's attitude towards computer?

The author's attitude toward America's policies on the global warming is _____

The western economists' attitude towards the oil price rises is _____

表达态度的词汇：

正面态度：

Positive

Approval/ supportive/ favorable

Consent

Praising

Enthusiastic

Optimistic

Appreciative

Affirmative

积极的，正面的

赞成的，支持的

同意，赞成

赞扬的

热心的

乐观的

欣赏的

赞成的，肯定的

负面态度：

Negative

Disapproval/ unfavorable

Critical

Pessimistic

Ironic/ sneering/ scornful

Opposed/ hostile

Indignant

Suspicious/ skeptical/ doubtful

Concerned/ apprehensive/ anxious

Reserved

的

Gloomy/ depressive

Questioned/ questionable

Puzzled/ puzzling

Impersonal

消极的，否定的

不赞成

批判的

悲观的

轻蔑的

反对的，敌对的

愤怒的

怀疑的

担忧的

有保留的，不完全同意

沮丧的，悲剧的

问题的，疑问的

困惑的

无人情味的

客观态度：

Object

客观的

A matter of fact

实事求是的

其他：

Indifferent/ impassive

漠不关心的

Prejudice/ biased

偏见的

Unprejudiced/ impartial

不偏见的

Compromising

折中的

Neutral

中立的

Ambivalent

模棱两可的

Partial

偏爱的，偏袒的

2. 解题步骤：

1. 看选项，排除相应不正确的答案
2. 看选项，保留选项中所有可能对选项。
3. 看题干，确定情感态度的指向对象。
4. 回文中找相应的表示态度的词汇
5. 当与伦理道德观念相符合，作者的情感态度是积极的，支持的，正面的。

3. 解题技巧：

（一）必然不会成为正确答案的中性词：

①indifferent，漠不关心的意思，不能成为正确答案，相近词汇有：

disinterested, impassive;

②suspicious，怀疑的意思，这个词永远不会成为正确答案的；相近词汇有：
questioned, questionable, puzzled, puzzling;

③neutral 中立的意思，不会成为正确答案，其他不可能是答案的中性词：

Uninterested impersonal, factual, impassive, ambivalent, partial, prejudiced, confused

（二）必然不会成为正确答案的褒义词和贬义词

①sensitive，敏感的意思，这个词是万能选项，因为任何议论文作者必然是对论点谈论的对象是敏感的。它的相近词汇有：concerned;

②biased，有偏见的意见，相近词汇有：prejudiced;

③scared，害怕的意思，相近词汇有：afraid, fearful;

（三）可以成为正确答案的具有褒义色彩的中性词

①objective，客观的意思

②impartial，公正的、没有偏袒的意思。

③surprised，惊讶的意思，相近词汇有：amazed;

（四）可以成为正确答案的褒义词和贬义词

- ①critical, 批评的意思, 作者在写议论文的时候完全批评一个事物;
 ②approve, 同意的意思, 它的反义词是: disapprove;
 ③positive, 积极的意思, 它的反义词是: passive=negative;
 ① optimistic, 乐观的意思, 它的反义词是: pessimistic;

例:

Mrs. Stiffer said, "I do not move seniors. I flunk(使...不及格) them," our son's academic life flashed before my eyes. No teacher had ever threatened him. By the time I got home I was feeling pretty good about this. It was a radical approach for these times, but, well, why not? "she is going to flunk you," I told my son. I did not discuss it any further. Suddenly English became a priority(头等要事) in his life. He finished out the semester with an A.

19, From the passage we can draw the conclusion that the author's attitude toward flunk is _____.

- A. negative B. positive C. biased D. indifferent

19, 从上文我们可以总结作者对于不及格的态度是 _____

- A. 消极 B. 积极 C. 有偏见 D. 漠不关心的

答案: B

题型: 态度题

解析: 首先根据选项, 可以排除掉不成为答案的C和D。再看题干部分, 是对于“flunk”这件事情的态度, 回到原文, 看到pretty good的对应, 然后后面写到become priority, and with an A. 可以选出positive的态度。答案为B。

题型二——主旨题 难度系数: ★★ ★

主旨题

文章的主旨和大意往往是对考生综合阅读能力的考查。

1、题型特点

在测试中, 经常以下列问题形式提出:

What does the passage mainly discuss?

Which of the following best states the main idea of the passage?

Which of the following might be the best title for the passage?

段落主旨题:

What is the main idea of the paragraph?

段首、段尾句常考在短文中第一段首句或末段末句往往是文章中心思想的表达处, 有时某一段的段首或段尾句是该段的主题句

2. 解题技巧：主旨就是中心词+ 论点或者态度或者建议行动内容

A. 这个中心词经常在首段出现，而且在每个段落的首句中反复重复，而且甚至在题干和选项中不断替换。中心词有时被同义替换。先看题干，划出重复率最高的词，如果看不出来，则要直接快速扫描5道题的20个选项划出重复率最高的2-3个词，回原文精读首段，并把首段和每段首句穿成一条线，看刚才划的词哪个才是真正的文章的中心词，并整体考虑文章究竟在宏观上讨论什么。

B. 若段中出现转折时，该转折句很可能就是主题句

C. 首段出现疑问句时，对该疑问的解答就是主旨

D. 主旨出现时常伴有转折，总结性副词： but, however, therefore, in short, in summary, in conclusion, so, thus, therefore.

3. 答案特点：

正确答案：

1. 含有的中心词几乎在文章的每段的首句都被反复的重复

2. 正确选项一般不只含有中心词，核心词，还含有作者的观点，态度，或作者认为正确的举措。

错误答案：

1. 往往是文章的细节甚至是文章某个段落的主旨，缺乏文章的整体性。

2. 错误选项的特点是就事论事，或细节信息鲜明，无观点态度。

最佳解题方法：排除法

例：

One of the most pressing challenges that the United States--- and indeed, the world--- will face in the next decades is how to relieve the growing stress that human activities are placing on the environment. The consequences are just too great to ignore. Wildlife habitats(栖息地) are being degraded or disappearing altogether as new development take up more land. Plant and animal species are becoming extinct at a greater rate now than at any time in Earth's history. As many as 30 percent of the world's fish stocks are over- exploited. And the list goes on.

Yet, there is reason to have hope for the future. Advances in computing power, molecular biology and other technologies are helping researchers to gain a better understanding of these problems.

1. the author chiefly emphasizes throughout the passage _____.

A. the role technology could play in environmental research

B. the role of science in prevention environmental damage

- C. the extent of damage humans have brought on the environment
D. the need for more federal funding of environmental scientific research

4. 作者想通过这篇文章主要强调_____
- A. 科技可以在环保研究起作用
B. 科学在预防环境破坏方面的作用
C. 环境遭到人类破坏的程度
D. 环境科学研究需要政府提供更多的资金

答案：A

题型：主旨题

解析：文章的前面虽然提到美国将要面对的一些压力和挑战，但是第二段，直接出现转折词 yet, 转移文章的中心，后面讲解的都是yet后面强调的内容，即先进的科技可以帮助研究者更好理解这些环境问题。故答案是A。

题型三-----事实细节题 难度系数：



1、题型特点

这类要求查找某些特定重要细节内容的试题常以下列形式提出来：

1. The main idea is best supported by _____.
2. Which of the following is NOT discussed in the passage?
3. Which of the following is NOT included in the passage?
4. Which of the following are true except _____.
5. All the following are true except _____.
6. Why does the author mention sth. in the passage?

2.解题步骤：

细节题是阅读理解考题中占比重较大的一部分。在做这类考题时，可参考以下步骤：

- A. 看题目
- B. 根据题干关键词定位原文信息
- C. 仔细理解题干询问的是什么信息
- D. 结合定位内容和题干选择正确答案

3. 解题技巧：

正确选项的特点：

与原文的表达相同的，近义词替换的一般为正确答案。

细节题一般符合主旨大意。

遵循以原文的内容为依据，不要自己发挥。

留意原文细节处可能存在的一些陷阱（双重否定，时态，语气等等）

错误选型特点：

- 词性替换，同根词，如largely, large
- 因果颠倒
- 概念缩小或扩大
- 绝对化（only, all, completely等一般不对）
- 无，原文中未提到或找不到语言依据
- 反，选项的内容与原文的意思相反
- 混，张冠李戴，把甲具有的特征转移到乙上

细节方面可以不读的地方：

1. 时间，地点状语
2. 两个逗号之间的插入语
3. 人物的头衔
4. 数据的来源
5. 破折号，冒号后面的内容

必须要读的地方：

- 1, 主谓宾
- 2, 逻辑词后面，特别是转折，因果，对比句
- 3, 专家观点
- 4, 研究结果
- 5, 长难句

例：

Office jobs are among the positions hardest hit by computation(计算机自动化). Word processors and typists will lose about 93,000 jobs over the nest few years, while 57,000 secretarial jobs will vanish. Blame the PC: today, many executives type their own memos and carry their “secretaries” in the palms of their hands. Time is also hard for stock clerks, whose ranks are expected to decrease by 68,000. And employees in manufacturing firms and wholesales are being replaced with computerized systems.

29, From the first Paragraph we can know that all of the following persons are easily thrown into unemployment EXCEPT _____.

- A. secretaries B. stock clerk C. managers D. wholesalers

29, 从第一段我们知道，除了_____，下列人群都更容易失业。

- A. 秘书 B. 股票经纪人 C. 经理 D. 批发商

答案：C

题型：细节题

解析：第一段里面提到了一些办公室的工作受办公自动化的冲击，导致很多

的员工的失业。第一句话是这段的主旨，然后接着后面提到一些具体的工作正在被替换。其中提到了：word processors, typists, secretarial jobs, stock clerks, employees in manufacturing firms, wholesalers。只有manager没有提到，故答案只能是C。

题型四——推论题 难度系数：



1、题型特点

此类题型的标志词：infer, imply, suggest, deduce, conclude

此类题目最常见的提问形式有：

1. What can be inferred from the passage?
2. We can infer from the passage.
3. It is suggested by the author that. __

2. 解题技巧：排除法。

干扰项特点：

- A. 只是原文简单复述。
- B. 看似推理，其实张冠李戴，如把原因说成结果，把结果说成原因，把手段说成目的，把肯定说成否定（注意双重否定句）等扩大范围的推论，过度的推论。
- C. 推理过头，推理范围扩大，概括过度的选项。
- D. 当推理的属于归纳类的：偏重于归纳，重要的是把握作者的写作意图，注意过于概括，过于全面或过于细节化的往往是干扰项。

归纳的正确选项的特点：

基于全文的推论，归纳题都应该接近文章的中心思想

例：

Economic condition was only a stimulus for the trend toward efficient living. The phrase “less is more” was actually first popularized by a German, the architect Ludwig Mies van der Rohe, who like other people associated with Bauhaus, a school of design, emigrated to the United States before World War 2 and took up posts at American architecture schools. There designers came to exert enormous influence on the course of American architecture, but none more so than Mies.

32. Which of the following can be inferred from Paragraph 3 about the Bauhaus?
- A. It was founded by Ludwig Mies van der Rohe.
 - B. Its designing concept was affected by World War 2.
 - C. Most American architects used to be associated with it.

D. It had a great influence upon American architecture.

32, 从第三段的内容, 关于Bauhaus, 下面哪个选项能被推出?

- A, 这个是由Mies建立的
- B, 它的设计理念是受二战的影响
- C, 大多数的美国建筑师被联系到一起
- D, 它对于美国的建筑有很大的影响

答案: D

题型: 推断题

解析: 推断题采取排除法比较好。A答案根据上文可知, 是第一个传播这种思想的人, 但没有提到第一个创建这个思想, A排除; 后面提到了二战的地方时Mies是在二战之前移到美国, 只是时间并没有提二战对于美国建筑的影响, 故B排除。文中只是在说明Mies的时候才提到人们喜欢联系他与Bauhaus, 其他人没有提及, 推理扩大范围, 故C排除。答案D。

题型五——词汇含义题 难度系数: ★

1. 题型特点: 某个词汇, 短语或者句子意思

“Defied” in the 5th paragraph probably means ____

The word “gizmos”(line 7, paragraph 4) most probably means ____

By saying “spending of any sort became deeply unfashionable”(para.3), the author suggest that ____

2. 解题思路:

- a 排除单词或句子的字面意思
- b 判断句子与上下文的逻辑关系,
- c 一般情况, 为上下文的同义词或是反义词
- d. 答案选项中找同义词或反义词, 然后代入原文理解

3. 答案特点:

正确答案的特点:段落某个句子的同义替换或反义替换, 而且答案是段落的重复。

表示同义词关系的有: and, indeed, just as, also, besides等。标点符号: 破折号, 冒号, 括号也表示同义解释。

错误答案的特点：选项往往是对该句子常识性的理解，是字面意思。

例：

A century ago, the immigrants from across the Atlantic included settlers and sojourners. Along with the many folks looking to make a permanent home in the United States came those who had no intention to stay, and who would make some money and then go home. Between 1908 and 1915, about 7 million people arrived while about 2 million departed. About a quarter of all Italian immigrants, for example, eventually returned to Italy for good. They even had an affectionate nickname, "uccelli di passaggio" birds of passage.

26, "birds of passage" refers to those who _____

- A. stay in a foreign country temporarily
- B. leave their home countries for good
- C. immigrate across the Atlantic
- D. find permanent jobs overseas

26, "birds of passage" 指的是哪些人_____

- A. 在外国呆很短的时间
- B. 永远的离开他们的祖国
- C. 横穿大西洋移民
- D. 在国外找永久的工作

答案：A

题型：词汇题

解析：本题可以根据最后一句话了解，birds of passage 指的是前面的they，they对应的文章理解就可以知道是答案是A。另也可以看选项猜题，A和B是反义，B和D是同义句。如果选项中对应有两个同义句，那么肯定都不是答案，如果对应反义句，则其中一个必定是答案。

题型六——例证题 难度系数：☆☆

例证题

1、题型特点

在测试中，经常以下列问题形式提出：

The author mentioned the case of ...to illustrate the point that _____.

The author talked about the issue of ...to prove that _____

The writer of this article cited the example of ... to emphasize the point of _____

2. 解题技巧：

解题步骤：

- a.找到论据。
- b.不看论据
- c.找论据所对应的论点，而非主题句，找论点所在的句子。

3.答案特点：

正确答案：

- 1.就是论点的同义置换。
- 2.正确选项一般不会是原文论点的简单重复。

错误答案：

1. 论据的同义置换，论据的解释和理解。
2. 主题句的引用，非论点的同义置换。

例：

Yes, new technology has been eating jobs forever, and always will. But there has been an acceleration. As Davidson notes, “In the 10 years ending in 2009, factories shed workers so fast that erased almost all the gains of the previous 70 years; roughly one out of every three manufacturing jobs ---- about 6 million in total ----disappeared.”

23, the quotation in Paragraph 4 explains that _____

- A. gains of technology have been erased
- B. job opportunities are disappearing at a high speed
- C. factories are making much less money than before
- D. new jobs and services have been offered

23, 第四段的引言解释的是_____

- A. 科技的成就被抹掉了
- B. 工作的机会正加速的消失
- C. 工厂比以前赚钱越来越少了
- D. 新的工作和新的服务被提供了

答案：B

题型：例证题

解析：quotation 是引言，即引号部分，前面有：正如 Davidson 提到的“...”，即重心的内容或主旨是前面一句话，后面是加上一个引言来具体的说明。这是联考里面常出现的一种文章书写的形式，有主旨到事例，事例是用来支持或是批判观点的。所以，答案只能是 B。