

○ 考研教辅

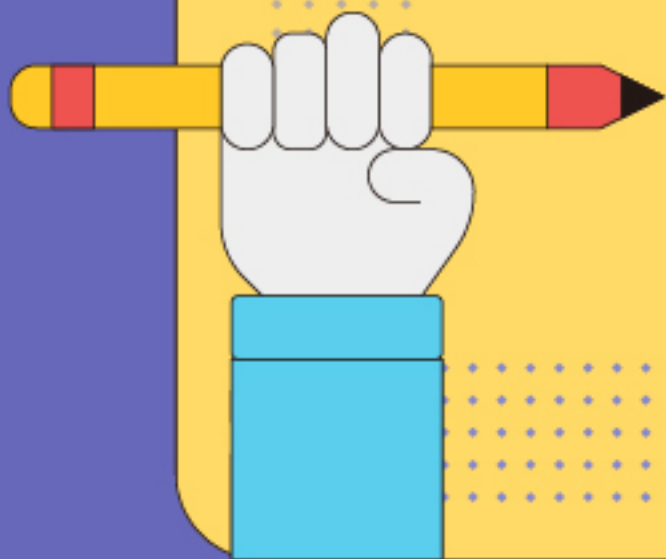
研

# 重点笔记

考研

教辅

硕士研究生



## 第一部分 解题技巧

### 第一节 完形 (Section I Use of Language)

“完形”小秘诀：一研主干找准位置 二断词性有的放矢 三看固搭或是句法

一、词义辨析 (包括动词、名词、介词、连词、形容词、副词等辨析)

1.默记口诀：心中熟记五“堡垒”，迅速判断归哪类，一主一谓是必备，主谓均在则排位。

五堡垒即五种简单句的基本句型，英语句子必须含有的是主语和谓语。主语谓语都不缺，就要排排其他位置了。

2.默记口诀：形介修名副动谓，连于句间状整配。对题细问空何位？

形容词、介词可用来修饰名词，副词用来修饰谓语动词，连词要用在两句之间，状语常用来修饰整个句子。

二、推理判断 (包括对常识的判断、对逻辑思维的判断等)

1.默记口诀：客观真理要牢记，需知天文和地理，如觉违背世真理，思虑再三再下笔。

读文定要有逻辑，是肯是否需统一，前后切莫把题戏，做题需稳莫佛系。

有些题是客观真理，根据常识就可判断出。如果觉得与真理相悖，一定要思索再三。

所有文章都是有一定的逻辑的，所以不管是肯定的观点还是否定的观点，文章表达的观点前后应该是一致的，做题的时候要心细，切不可佛系看题儿戏做题。

三、句法结构 (包括固定句型、常见句式等)

1.常见句式汇总：

(1) It is + adj.(important / necessary, etc.)+ for sb. to do sth.:表示这件事(to do sth.)是怎样的；

(2) It is + adj.(polite / kind / rude, etc.)+ of sb. to do sth.:表示这个人的品质是怎样的。

(3) Considering + n.(名词) 或 pron.(代词) = Seeing that.....: 考虑到/鉴于.....

(4) Given + n. / pron 表示“在有.....的情况下”、“假定”,有时也表示“考虑到”。

(5) It is likely / possible that.....: 很有可能.....

(6) It seems / appears that.....: 看起来似乎..... It is no use doing sth.: 做某事没有用

(7) On the one hand....., on the other hand.....: 一方面.....另一方面.....

(8) It is worthy of doing sth.: 做某事是值得的

### 第二节 阅读 (Section II Reading Comprehension)

一、事实信息题

1.解题方法总结

(1) 阅读题目——确定是否有指定段落或位置。

(2) 根据关键词定位到文中相应位置——如不能直接得出答案，则需重点阅读关键词所在的前后文。

(3) 结合选项，判断出正确答案——注意区分易迷惑项。

(注：①注意原文重现 ②注意同义替换)

2.默记口诀：一览题目 二定出处 三做判断

3.提问方式汇总

- (1) A public company that fails to obey the new law could be forced to .....
- (2) Which of the following groups is more vulnerable to cancer?
- (3) Kris Carr make up names for the people who treat her because .....
- (4) From the first two paragraphs we may learn than Mr. Machiavelli's idea of hard power is .....
- (5) Mr. Nye's book is particularly valuable in that it .....
- (6) There exists the prejudice that vocational education is for kids who .....
- (7) According to Newport, idleness is .....
- (8) According to the author, competition law .....
- (9) According to the text (the paragraph ...), who (what, where, which, when, why, how, etc.)
- (10) Which of the following is true according to the text(the paragraph... / the author)?

## 二、推理判断题

### 1. 解题方法总结

- (1) 阅读题目——确定题干中的关键词。
- (2) 根据关键词回归其文章所在之处，重点阅读关键词前后的句子——揣测句意。
- (3) 通过归纳、总结、推断得出正确选项。

### 2. 默记口诀：一览题目寻关键 二定出处揣文意 三做归纳总结推

### 3. 提问方式汇总

- (1) Which of the following is true of ..... according to the last paragraph?
- (2) Which of the following can be inferred from / is suggested in .....?
- (3) .....implies / suggests (seems to suggest) that .....
- (4) What can be inferred about ..... from Paragraph .....?
- (5) It can be inferred / learned from the paragraph ..... that .....
- (6) We can infer from ..... that .....
- (7) What is implied in .....?
- (8) From the text we learn that .....
- (9) We can draw a conclusion from the text (the paragraph ..... ) that .....
- (10) 其它隐蔽型题干

## 三、词义理解题

### 1. 解题方法总结

- (1) 浏览题目，确定关键词。
- (2) 根据关键词回归文章定位。
- (3) 原句中如有近义词可直接得出正确答案；在类似句子句型中寻找近义词或反义词；根据所在句子句意联想；通过该词构词法拆分得出意思；将选项代入。

### 2. 默记口诀：一览题目定关键 二归文章找关键 三寻“同”“反”“拆词”代

### 3. 提问方式汇总

- (1) The word / phrase / expression "....." (Line....., Paragraph.....) most probably means / refers to / denotes / stands for / suggests .....
- (2) The word "....." (Line....., Paragraph.....) is closest in meaning to .....

- (3) What does the author mean by "....." (Line....., Paragraph.....)?
- (4) Which of the following best defines the word "....." (Line....., Paragraph.....)?
- (5) "....." (Line....., Paragraph.....) refers to .....
- (6) The sentence "....." (Line....., Paragraph.....) shows that .....
- (7) In bringing up the concept of... the author is making the point that .....
- (8) By (saying) "....." (Line....., Paragraph.....), the author means / implies that .....
- (9) The statement "....." (Line....., Paragraph.....) implies that .....
- (10) What does the author mean by "....." (Line....., Paragraph.....)?

#### 四、观点态度题

##### 1. 解题方法总结

- (1) 浏览题目，确定关键内容——判断是问作者的看法（态度）还是问从文中可得出的观点。
- (2) 根据关键内容回归文章——寻找相应的词汇（积极的、消极的或者客观中立的）。
- (3) 原句中如有明确态度的词汇可直接得出正确答案；若句中无明显态度词汇则需在文中总结寻找能表现出态度的词汇。

2. 默记口诀：一浏览题目找内容 二归文章找词汇 三寻“直”“婉”态度词

##### 3. 提问方式汇总

- (1) The author believes / suggests / implies / holds that .....
- (2) On which of the following statements would the author most probably agree?
- (3) In the author's opinion / view / eyes, .....
- (4) The author suggests in the ..... paragraph that...
- (5) We can learn from paragraph ..... that the author believes .....
- (6) To which of the following is the author likely to agree?
- (7) What does the author think of .....?
- (8) The author uses the example of ...to argue / show that .....
- (9) According to the author, .....
- (10) Which of the following is true according to the author?
- (11) The author view's statement about...with .....
- (12) The author's attitude towards ..... is one of / might be summarized as .....
- (13) What is the author's attitude towards...?
- (14) From the text, we can conclude that the author .....
- (15) From the text we can see that the writer seems .....
- (16) Toward....the writer's attitude can be said to be .....
- (17) The critics think that .....
- (18) On which of the following did sb. agree?
- (19) How do sb. feel about...?
- (20) To which of the following statements would sb. most likely agree?

#### 五、主旨大意题

##### 1. 解题方法总结

- (1) 浏览题目——敏锐发现是文章主旨还是某段主旨;
- (2) 阅读文章或段落的第一句及最后一句;
- (3) 与选项对比, 判断出正确答案——切记排除以偏概全。

2. 默记口诀: 一览题目 二看首尾 三做比较

### 3. 提问方式汇总

#### 标题提炼型

- (1) Which of the following is / may be / would be the best title for the text?
- (2) What is the subject of the text?
- (3) An appropriate title for the text is most likely to be .....

#### 中心概括型

- (1) In this text, the author mainly discusses .....
- (2) Which of the following is the text mainly about?
- (3) Which of the following summarizes the text?
- (4) The text expresses the idea that .....

#### 话题提炼型

- (1) What is the passage mainly about?
- (2) This passage is mainly about .....

#### 写作意图型

- (1) The text intends to tell us that .....
- (2) The text intends to express the idea that .....

#### 谚语型

- (1) Which of the following proverbs is closest to the message the text tries to convey?

#### 隐蔽型

- (1) Which of the following is true according to the text?
- (2) To which of the following is the author likely to agree?

#### 段落主旨

- (1) In paragraph ....., the text shows .....
- (2) In paragraph ....., the author discusses .....
- (3) We can conclude from the paragraph ..... that .....

### 六、多项选择&小标题对应

#### 1. 多项对应解题方法总结

- (1) 阅读文章首句和首段, 把握文章中心主旨
- (2) 阅读所给选项, 把握每项核心内容及逻辑线索
- (3) 阅读空缺段落, 重点阅读空缺处的上下句, 确定逻辑关系
- (4) 检查并验证

#### 2. 小标题对应解题方法总结

- (1) 阅读文章首段, 获取文章主旨
- (2) 阅读所给标题, 找出关键词

(3) 阅读相关段落, 判断段落主旨并定位核心词, 进行标题匹配

(4) 检查并验证

3. 句际关系 (根据句子之间的关系选择正确的答案, 具体含义及标志词如下)

句际关系	含义	标志词
<u>顺接</u> 关系 (顺承、并列)	后句是前句的延续和补充	then, after that, so, thus, also, hence 等。
<u>转折</u> 关系	前后两句意思相反	but, however, nevertheless, (al)though, in fact, instead, otherwise, rather than, yet 等。
<u>例证</u> 关系	论据对于论点的论证关系	for example, for instance, take...as an example 等。
<u>因果</u> 关系	前因后果或者前果后因	for, as a result, as a consequence, accordingly, consequently, therefore 等。
<u>对比对照</u> 关系	对比说明前后句的相同或不同之处	对比: similarly, like 等。 对照: on the other hand, on the contrary, as a contrast 等。

4. 段际关系 (根据段落之间的关系选择正确的答案, 具体含义及适用篇章类型如下)

组织形式	含义	适用篇章类型
<u>演绎</u> 型	段落开头先给一个 general statements, 之后为 specific sentences。	说明、解释类主题结构的文章
<u>匹配</u> 型	段落发展主线为两事物间的类比, 或两事物各自优缺点的一一对应, 或先介绍一个事物, 再介绍另一个事物。	比较类主题结构的文章
<u>假设-真实</u> 型	先提出一种普遍认可或某些人认可的观点或主张, 然后进行澄清, 说明自己的主张和观点, 或提出反对或真实情况。	反驳类主题结构的文章
<u>问题-解决</u> 型	陈述文章背景; 在该背景下提出问题给出解决方法或对它的反应; 评估该方法	科学论文或新闻报道主题结构的文章

5. 逻辑关系判断词 (逻辑词在文章中负责起承转合, 对于理解文章结构和文意有着重要意义, 例词如下)

作用	例词
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表 <u>并列</u>	and, and also, or, neither nor, either or, not only..... but also, likewise, similarly, equally, in the same way, that is to say, as well as, same.....as
表 <u>递进</u>	also, then, besides, additionally, in addition, furthermore, moreover, what is more, indeed
表 <u>因果</u>	because, for, since, as, thus, hence, therefore, so, so.....that, such.....that, in order that, consequently, accordingly, due to, thanks to, in response to, on account of, because of, considering that, seeing that, in that, now that, lest, as a result, for this reason
表 <u>转折</u>	but, however, yet, contrarily, on the contrary, by contrast, on the other hand, unfortunately
表 <u>让步</u>	although, though, even though, even if, even, nevertheless, despite, in spite of, regardless of, anyway, anyhow
表 <u>顺序</u>	first / second / last of all, in the first place.....in the second place.....finally, to begin with.....to continue, first.....then, on one hand.....on the other hand,for one thing.....for another, one.....another, some.....others.....still others
表 <u>对比</u>	while, whereas, as, rather than, instead of, not.....but
表 <u>时间</u>	when, whenever, before, after, since, as, while, , until, til, simultaneously, meanwhile, in the meantime, at the same time
表 <u>条件</u>	if, only if, if only, unless, otherwise, as soon as, as long as, in case, suppose that, supposing that, provided that, providing that, when, whenever, with
表 <u>列举</u>	such as, for example, for instance, of ( these / those / them), among ( these / those them), to illustrate, as an illustration, to take an example, more specifically speaking, namely

## 6.高分解题技巧

解题技巧	具体方法
<u>逻辑复现法</u>	关键词如果是逻辑词，需要根据 <u>上下文逻辑一致原则</u> 判断正确答案。 逻辑词出现位置：所给选项的开头，或空缺段落的上下句中。
<u>名词复现法</u>	处于 <u>前后位置的段落内容往往具有相似性</u> ，如主旨和主题相同，因此其中 <u>出现的词汇也会有重复</u> ，尤其是专有名词等，考生可利用这些复现的词汇判断选项在原文中的位置。
<u>主旨方向判断法</u>	当选项内容和空缺处的上下文中出现多处相似或相同名词时，也要注意判断是否是命题人设置的干扰项，确定正确项的最佳方式就是主旨判断法，即根据 <u>段落实际语意</u> 来排除无关项。



<u>指代一致法</u>	1. 一致性：代词与其指代对象在 <u>性和数上要保持一致</u> 2. 关注重点：跟在 <u>指示代词之后的名词</u> 是关注的重点 3. it 可以指代表示物的单数名词，也可以作形式主语或形式宾语 4. 只有段落空缺之 <u>后一句开头处及选项开头处</u> 出现的代词才可以用来作为代词定位的关键 5. 代词一般都 <u>指代前文内容</u> ，也有少数指代后文内容的情况
<u>例子判断法</u>	如果选项中出现了 for example，可以将其看作例子匹配题中的例子，根据 <u>例子内容和空缺前的文章语意</u> 进行匹配。但有时，选项中并不会出现 <u>for example</u> 或 <u>for instance</u> 等明显的列举短语或词汇，也有可能是 <u>叙事性描述</u> 或者 <u>数据罗列</u> 等。

### 第三节 翻译 (Section III Translation)

#### 一、翻译译文“信达雅”

##### 1. 解题方法总结

(1) 快速阅读全文，掌握文章主旨和文体。

(1) 通读全句、划分成分。把主句、从句、非谓语动词短语划离开来；把主干部分和修饰部分划离开来。

(1) 选择词义（一词多义）、根据汉语习惯调整语序，表达更确切。

2. 默记口诀：一览全文明体旨 二析句子划成分 三选词义调语序

##### 3. 翻译方法

(1) 直译法、意译法、增译法、减译法、顺序法、逆序法、

(2) 重译法、语序调整法、分句法、词类转化法等。

##### 1) 重译法

为了忠实于原文，需要重复某些词语。重译法三大作用：明确、强调、生动。

##### 2) 词序调整法

翻译时对词序作必要或必不可少的改变，并不只是纯粹的颠倒词序或倒装。

##### 3) 分句法

照汉语多用短句的习惯，把长句的从句或短语化成分句，有时需要适当增加词语以使语意连贯。

##### 4) 词类转化法

由于英汉语言的差异，在翻译时，需要进行词类的转换。

##### 4. 词类转换技巧

技巧	具体方法
<u>名词→动词</u>	由动词派生的名词或具有动作意义的名词，在翻译时可以转译成汉语的动词。
<u>动词→名词</u>	由名词派生的动词，以及由名词转用的动词，在翻译时往往不容易找到相应的动词，这时可以将其转译为名词。
<u>形容词→动词</u>	形容词常常与系动词搭配构成“系表结构”做谓语，从而使这些形容词具有了动作的意味，翻译的时候需转换为动词。这些形容词包括表示知觉、思维、情感、欲望等心理状态的形容词。常见的与思维和知觉相关的形容词有：aware, conscious, certain, sure, mindful, ignorant, alert 等；与情感相关的



	形容词有: glad, pleased, cautious, careful, angry, happy, exhilarated, excited, confident, thankful, grateful, concerned, eager, afraid, doubtful, sorry 等; 与欲望相关的形容词有: desirous, hopeful, anxious, keen, enthusiastic, zealous 等。
<u>形容词→副词</u>	由于英语中的名词在翻译的时候可以转换成汉语动词, 所以修饰该名词的形容词往往转译成汉语副词。

#### 5. 定语从句 (定语从句的翻译是翻译的考查重点之一, 翻译方法如下)

技巧	具体方法
<u>前置法</u>	把定语从句的内容翻译成"……的", 放在被修饰词的前面。
<u>后置法</u>	把定语从句的翻译放在被修饰词之后, 定语从句的后置翻译分为三类: 由 which 引导定语从句时一般翻译为"这"; 另一些引导词则在翻译时重复先行词, 即被修饰词; 还有一些引导词在翻译时可以省略不译。
<u>融合法</u>	将定语从句与主句融合为一个简单句的方法。这种用法往往用在"there be"结构带有定语从句的句型中。
<u>状译法</u>	如果主句和定语从句之间有明显逻辑关系, 则翻译为状语。

#### 6. 被动语态 (被动语态的翻译是翻译的考查重点之一, 翻译方法如下)

- (1) 管理类联考英语中常常涉及到这个问题。
- (2) 一般说来, 当强调动作承受者, 不必说出执行者或执行者含糊不清时, 多用被动语态。
- (3) 翻译时有以下两种翻译方法:

技巧	具体方法
<u>译成汉语</u>	使用"被、受、遭、让、给、由、把、得到、受到、加以、得以、为……所"等词。
<u>增加主语</u>	增加动作的实际发出者, 或虚拟发出者。

#### (4) 一些常用被动句型的习惯译法:

- 1) It is hoped that... 希望……, 有人希望……
- 2) It is assumed that... 假设……, 假定……
- 3) It is claimed that... 据说……, 有人主张……
- 4) It is believed that... 有人相信……, 大家相信……
- 5) It is reported that... 据报道……, 据通报……
- 6) It is considered that... 人们认为……, 据估计……
- 7) It is said that... 据说……, 有人说……

## 第二部分 写作模板

### 一、小作文

#### 1. 书信类

##### (1) 邀请信

Dear ×××/ Sir; Madam / Sir or Madam / all,

①I'm writing this letter for the purpose of inviting you to attend..... ②As....., we have planned to hold....., so that we can..... ③Thus, we are writing this letter in the hope that you can join us. ④The activity is going to be held on..... in..... ⑤We would appreciate it very much if you could accept our invitation.

⑥We are looking forward to your early reply. ⑦Wish you the best of health and success.

Yours sincerely / Best regards,

xxx

## (2) 道歉信

Dear xxx/ Sir; Madam / Sir or Madam / all,

①I'm xxx. I am writing this letter to offer my sincere apology to you. ②I am very sorry to inform you that I did not manage to complete..... due to..... Had I paid more attention then, I wouldn't have made such a stupid mistake. ③I am sorry again for what I have done and I trust that you will be able to understand.

④I sincerely wish you could understand my situation and accept my apology, and I apologize in advance for any inconvenience thus caused. ⑤Please let me know which solution you prefer at your earliest convenience.

Yours sincerely / Best regards,

xxx

## (3) 祝贺信

Dear xxx/ Sir; Madam / Sir or Madam / all,

①I am writing this letter for the purpose of congratulating you on..... ②Facing your brilliant achievement, I will never forget your painstaking labor and excellent ability. ③Therefore, I can imagine your excitement when you realized such an ambition. ④Indeed, no one could have been more deserving than you. ⑤Besides, it is a real encouragement to see your efforts rewarded. In short, I am proud greatly of what you have achieved.

⑥Thus, I really compliment on your success. I am looking forward to your beautiful tomorrow.

Yours sincerely / Best regards,

xxx

## (4) 建议信

Dear xxx/ Sir; Madam / Sir or Madam / all,

①I am writing this letter for the purpose of making some suggestions concerning.....

②In my humble opinion, to eliminate the phenomenon, it would be wise to take the following actions.

③First and foremost, ..... ④Besides, ..... ⑤Last but not least, ..... ⑥I would highly appreciate it if my proposals could kindly be considered and further improvements could be made in this regards.

Yours sincerely/ Best regards,

xxx

## (5) 投诉信

Dear xxx/ Sir; Madam / Sir or Madam / all,

①I'm writing this letter for the purpose of making a complaint about your product / service. ②There are mainly three reasons for my dissatisfaction with ..... ③For one thing, ..... ④For another thing, ..... ⑤What's more, ..... ⑥I strongly request that a satisfactory explanation be given and effective measures should be taken to improve your service and the quality of your products. ⑦You can either send a new one to me or refund me my

money in full.

⑧I will appreciate it if my problem receives due attention. ⑨Thank you for your time and patience. ⑩I'm looking forward to your prompt reply.

Yours sincerely/ Best regards,  
xxx

## (6) 求职信

Dear xxx/ Sir; Madam / Sir or Madam / all,

①I'm writing this letter for the purpose of applying for the post mentioned in the advertisement of your company. ②With reference to your particular requirements, I wish to be considered as an applicant for the position, and beg to state my qualifications as follows. ③Born in..... in..... I major in..... I have been working as.....since my graduation, and I have therefore attained a lot of knowledge and experiences in this field.④I am confident that my experience and ability will show you that I can fulfill the particular requirement of your position.

⑤I would be highly grateful if you would consider my application and kindly offer me a place in your company / an opportunity for an interview. ⑥I am expecting your early reply!

Yours sincerely / Best regards,  
xxx

## 辞职信

Dear xxx/ Sir; Madam / Sir or Madam / all,

①I'm writing this letter for the purpose of informing you of my decision to resign from my current position in this company.

②I enjoy working with the people in the office and they are kind and hard-working. However, after a month work, I unfortunately find the job is quite far from my expectations.③Firstly, the salary is far from satisfying, which cannot support my large family.④Besides, I find my talents are not being made full use of. ⑤In a word, I have made up my mind to resign from the job after much deliberation.

⑥I would like to take this opportunity to express my gratitude to you for the rewarding experience that I have achieved during my employment. ⑦I apologize in advance for any inconvenience thus caused.

Yours sincerely / Best regards,  
xxx

## (8) 推荐信

Dear xxx/ Sir; Madam / Sir or Madam / all,

①I'm writing the letter to recommend to you ....., for his application for the position in your company. ②With reference to your particular requirements, I have the pleasure to say that he is the just person you are looking for. ③(参考求职信, 更换人称即可) ④Accordingly, I am certain that he/she deserve(s) your consideration.

⑤I would be highly grateful if you would consider my recommendation and kindly offer him a place in your company / an opportunity for an interview. ⑥I am expecting your early reply!

Yours sincerely / Best regards,  
xxx

### (9) 感谢信

Dear ×××/ Sir; Madam / Sir or Madam / all,

① I'm ×××. I would like to convey my heartfelt thanks to you for your kind help.

② I should like this message to be taken as an expression of heartfelt gratitude of..... I appreciate greatly what you have done. ③ ④ (切题表述) ⑤ Without your help, I couldn't have finished the work on time.

⑥ Thus, I really appreciate your dedicated help. Best wishes for you.

Yours sincerely / Best regards,

×××

### (10) 请求信

Dear ×××/ Sir; Madam / Sir or Madam / all,

① I am×××. ② I'm writing the letter to ask you for help/advice.

③ The reasons for my urgent need of..... are as follows. ④ For one thing, ..... ⑤ For another thing, ..... ⑥ What's more, ..... / 或者 ③ Will you be so kind enough to (give me some information about) .....

④ For one thing, ..... ⑤ For another thing, ..... ⑥ What's more, .....

⑦ Therefore, I will much appreciate if you can help me to deal with this matter. ⑧ Please feel free to call me at any time at your convenience for further questions. ⑨ Best wishes for you.

Yours sincerely / Best regards,

×××

## 2.通知类

### (1) 通知

#### NOTICE

In order to enrich high school students' life in summer holiday and expand the reputation of our university, the Students Union are going to host a summer camp in our school campus and volunteers are needed. The details about this summer camp and volunteer recruitment are listed as follows.

Firstly, the summer camp will begin on September 1st and it will last for ten days. Secondly, the main theme of this summer camp is "Better English, Better life" and there are various activities in this summer camp, including speaking contest, drama contest, sports meeting and dancing part and so on. Thirdly, volunteers need to have a good command of English and be enthusiastic in organizing different kinds of activities.

If you have any question or suggestion about this summer camp, please contact us at 12345 as soon as possible.

ABC University

## 二、大作文（柱饼线表）

### 1.大作文高级句式替换

#### (1) 描述图表数据

##### ① 描述变化:

The..... above clearly shows that there has been the change in the number of..... and..... in..... There has been a sharp decline in the number of..... during the period from..... to....., decreasing to..... in..... On the other hand,

the number of..... has steadily increased in the same period, reaching to..... in.....

The number of..... has witnessed a sharp rise, increasing to..... in..... On the other hand, the number of..... was on a slow and steady rise, increasing slightly to..... in.....

Surprisingly, the number of..... has increased for the third consecutive year. .... has risen from..... then to over..... now.

常用词汇	表达
<u>图表</u>	table, chart, graph, bar chart, pie chart, line graph
<u>表明/描述</u>	show, demonstrate, depict, portray, manifest
<u>清晰地/明显地</u>	clearly, apparently, manifestly, obviously, explicitly, evidently, drastically, noticeably, enormously, sharply, massively, dramatically, remarkably, significantly
<u>缓慢地/小幅度地</u>	gradually, slightly, moderately, gently, slowly, steadily
<u>增长</u>	go up, increase, climb, ascend, grow, rise
<u>减少</u>	go down, drop, decrease, descend, fall, reduce
<u>波动</u>	fluctuate
<u>快速/大幅增长</u>	jump, surge, soar
<u>大幅下降/暴跌</u>	slump, plunge
<u>保持不变</u>	remain constant, stay at the same level smooth and steady
<u>到达底部/顶部</u>	reach / hit the bottom, reach a peak / summit

## ②进行对比:

As is clearly reflected in the above....., .....demonstrates obvious differences in..... According to the data given, .....takes a comparatively large share, accounting for....., while that of..... also takes away..... of the whole proportion.

常用词汇	表达
<u>占比</u>	make up, account for, hold, represent, occupy
<u>组成/包括</u>	include, consist of, be made up of, be composed of, be comprised of
<u>比较/对比</u>	like / unlike, in comparison, by contrast, while / whereas
<u>大约</u>	about, around, roughly, approximately

## (2) 原因解读

### 承上启下:

- 1) It is of no difficulty to come up with some possible factors for these changes.
- 2) It is no difficult job to point out some contributing influences on this trend.
- 3) The contributing factors responsible for this phenomenon can be summarized as follows.
- 4) What accounts for this scenario? At least, for my part, three factors contribute to it.
- 5) Numerous influences on this scenario can be sought. but the universal ones are as follows.
- 6) From my point of view, there are mainly two reasons for the phenomenon.
- 7) Although the exact causes are still unclear, there should be a couple of reasons why the trend arises.

- 8) What accounts for the increase? In my opinion at least three factors contribute to the changes / differences.
- 9) Some driving factors that contribute to the above-mentioned phenomenon may be summarized as follows.
- 10) There might be two reasons, I think, for the change/differences.

段落结构词	表达
首先	above all, first of all, firstly, in the first place, at the top of the list, to begin with, to start with
其次	secondly, besides, in addition, moreover, what's more, furthermore
最后	finally, lastly, in the end, last but not least, eventually
两方面	on the one hand..... on the other hand.....; for one thing..... for another.....; on the flip side; having said that; on the contrary

### (3) 万能理由汇总:

#### 1) 经济发展, 科技进步, 生活水平提高

- ①With the increase of people's income, .....
- ②With the lasting increase of GDP and improvement of living standard...
- ③For the living standards has improved significantly many people can afford to buy.....
- ④With the development of science and technology our daily life is becoming more colorful and more convenient.
- ⑤Rapid economic growth may lead to an over consumption of resources.

#### 2) 因特网的作用

- ①The Internet has brought significant changes to our lives in recent years.
- ②Internet has been playing an increasingly important role in our daily life. It has brought a lot of benefits but has created some serious problems as well.
- ③Internet has become an indispensable part in our life, bringing great convenience to both our life and work.

#### 3) 拓宽视野, 增长见识

- ①By taking a major related..... students can not only improve their academic studies, but gain much experience which they will never be able to get from the textbooks.
- ②A proper part-time job does not occupy students' too much time. In fact, it is unhealthy for them to spend all of time on their study. As an old saying goes: all work and no play makes Jack a dull boy.

#### 4) 环境保护

- ①There is a growing worldwide awareness of the need for strengthened environmental protection.
- ②Greed and a total lack of social consciousness have been major reasons for the rising pollution.

#### 5) 总结、结论

- ①In view of the arguments / analysis above, we can conclude that the current phenomenon is of no surprise.
- ②Based on the factors discussed above, all the analysis point to an unshakable conclusion.
- ③There is no denying the fact that people will have diverse views on the same issue, but my standpoint is clear and well founded in the foregoing discussions.
- ④Taking into account what has been argued so far, a sound conclusion can be drawn that.....

⑤Considering the arguments above, we can safely come to the conclusion that.....

⑥As discussed above, it is no surprise to.....

### 6) 预测、建议

①I firmly believe that this tendency will continue in the forthcoming years.

②There is every possible reason to believe that this condition will go on in the near future.

③Accordingly, it's of no necessity for the general public to regard it with anxiety.

④And hence, it should be, from every aspect, encouraged and further advocated.

⑤Therefore, it's imperative for us to put a necessary end to this deteriorating condition.

⑥Consequently, urgent actions must be taken by the relevant authorities to eliminate the hell as soon as possible.

## 三、真题例析

### 1. 【小作文】

Directions: Suppose professor Smith asked you to plan a debate on the theme of city traffic. Write him an email to

1) suggest a specific topic with your reasons, and

2) tell him about your arrangements.

You should write about 100 words. Do not use your own name, use "Li Ming" instead.

Do not write your address.

### 【参考例文】

Dear Professor Smith,

Thank you for trusting me to arrange the debate. Now the competition is ready except for the debate topic, so I am writing to offer my advice regarding the topic.

I suggest making "Is Traffic Jam Caused by Inadequate Transport Infrastructure or Poor Management" our debate topic. This topic is debatable as it contains two major reasons of traffic paralysis. And given that urban planning and public policies involved are taught in this semester, I think the argumentation surrounding this topic will deepen students' understanding of their courses. Finally, this topic which includes hot issues concerning every student, like shared bikes, is a great way to get them think and talk.

The debate will be held at school hall from 6:00 p.m. to 8:00 p.m. on Friday. I will be waiting for your response on this matter.

Yours sincerely,

Li Ming

### 【参考译文】

亲爱的史密斯教授：

感谢您信任我来组织本次辩论赛。目前，比赛各项事宜已准备就绪，只剩辩题尚未确定，所以我写信来告诉您我对选题的建议。

我建议将“城市交通堵塞是基础设施问题还是管理问题”作为辩题。此辩题涵盖交通堵塞两大主要原因，具有辩论性。同时辩题涉及的城市规划、公共政策内容与本学期课程相关，我认为就此进行辩论可加深同学们对课程内容的理解。最后，这个辩题囊括了同学们关注的一些热点问题，如共享单车等，非常适



合用来引发思考与讨论。

本次辩论赛安排在周五晚上六点到八点，在学校礼堂举行。期待您对此事的回复。

李明  
敬上

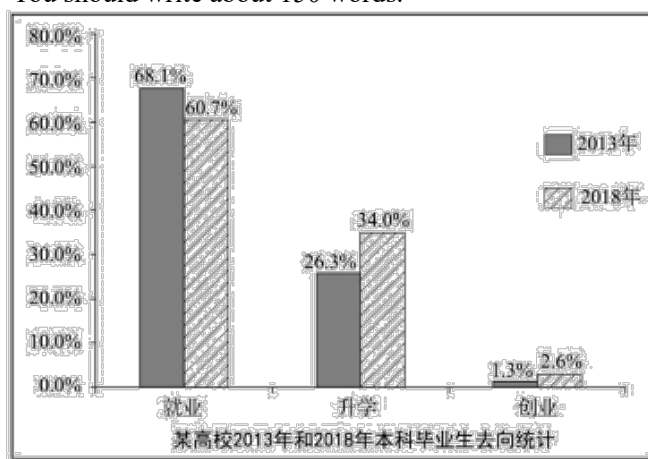
## 2. 【大作文】

Directions:

Write an essay based on the chart below. In your writing, you should

- 1) interpret the chart, and
- 2) give your comments.

You should write about 150 words.



### 【参考例文】

The bar chart displays dramatic changes in terms of college graduates' choices these years. Specifically, the proportion of those who entered the field of employment after graduation declined hugely from 68.1% in 2013 to 60.7% in 2018, whereas that of those pursuing further education ascended enormously from 26.3% to 34.0% during the same time span. In the meanwhile, the five years also witnessed a slight increase from 1.3% to 2.6% in the percentage of starting a business.

The data reflects a shift in graduates' view regarding post-university life. On the one hand, as graduates are mostly expected to support themselves, start a family and climb up the career ladder, joining the workforce often becomes their first choice. On the other hand, with people's living improving, this idea is changing gradually. Owing to less financial stress, graduates are increasingly willing to undertake postgraduate study for higher goals in a world with greater demand for professionals. Meanwhile, going self-employed gets more popular as the threshold of starting a business lowers in digital economy.

Predictably, with economic growth, graduates will enjoy more and diverse options. And only by creating the social atmosphere of respecting individual choices can more graduates fearlessly embark on the path that fits them most.

### 【参考译文】

柱状图反映出近年来本科毕业生去向选择发生的巨大变化。具体而言，毕业后选择就业的人数占比从2013年的68.1%大幅降至2018年的60.7%，而同一时期内，升学人数占比却从26.3%跃升至34.0%。同时，

创业人数比例在这五年中也有小幅攀升，占比从 1.3% 增加到 2.6%。

该数据反映了毕业生对“毕业后何去何从”的观念正在发生变化。一方面，由于社会普遍期待大学生毕业后自食其力、成家立业，找工作往往就成为他们的首选。另一方面，随着人们生活水平的提高，这种观念也在悄然发生变化。如今毕业生经济负担减轻，在这个对专业人才需求愈增的世界中，他们自然更愿意继续深造以实现更高的人生追求。同时，随着数字经济中创业门槛的降低，自主创业也愈加受到青睐。

可以预见，随着经济的发展，毕业生的选择也会日益多元化。而只有全社会共同营造尊重个人选择的氛围，才能有更多高校毕业生勇敢选择最适合自己的发展道路。