

<<应用英语写作>>

图书基本信息

书名：<<应用英语写作>>

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内容概要

《应用英语写作》内容简介：21世纪我国高等教育尤其是高职教育发展迅速。近年来我国高校持续扩大招生，学生的英语基础参差不齐，如何选择实用高效的英语教材，让学生在有限的学制和时间内更有效地掌握英语基础知识和技能，就成为英语界同仁们共同关心和研究的课题。

为此，本编写组经过几年的实践和积累，在潜心调研高职学生毕业后所从事的外向型核心岗位对英语写作的现实需求的基础上，根据全国《高等学校英语高职专业英语教学大纲》的内容和精神，编写了《应用英语写作》这本教材。

本教材旨在系统训练学生的英语写作能力，帮助学生掌握并熟练运用英语写作基础知识和技巧，能够写出符合英语表达习惯的句子、段落和篇章，做到语言通顺、表达准确、中心突出、文体得当，从而全面完成教学大纲规定的英语写作教学的内容和要求。

本教材力求突出实用性、趣味性、科学性等特点，在强调夯实学生英语写作基础的同时，更体现了实用商务英语写作的特点和功能。

所选内容从词汇、句子到篇章尽量与商务英语写作相关。

另外，本教材精选的范文注重了英语写作实践中常用的经典句型，参照国外英语写作实例，每一模块都以问题的提出展开，承上启下，模块之间自然过渡。

题材广泛，体裁多样，理论联系实际，可操作性强。

本教材十分适合高职高专院校英语学生和其他英语写作爱好者学习和使用。

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章节摘录

The bold transitional words in the preceding sample paragraph are simple and clear. In fact, with the exception of "finally", they can be omitted, because the sentences explaining the steps required building a fire are in a direct time order, from first to last. Transitions are used to help readers understand what the writer is saying. The most common transitional words in a process order are "first, next, then, finally". There are some other transitions. Such as "prepositional phrases" referring to order is on variety. For example in "After folding the cardboard over the paper, lay the kindling over it, forming a pyramid. Fold the cardboard over the paper before laying the kindling over it, forming a pyramid." Another variety involves combining two sentences by subordinating one of them into a "before" or "after" clause such as "After you have piled the remaining small logs and all the large ones onto the pyramid, you can finally light the paper," or "Pile the remaining small logs and all the large ones onto the pyramid before you finally light the paper." From the above, we know that when we use process to develop our paragraph, we mean to tell others how to do something, without signifying specific points of time, but according to the fixed steps in a process arranged in the order they occur so that readers can follow the process clearly.

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