

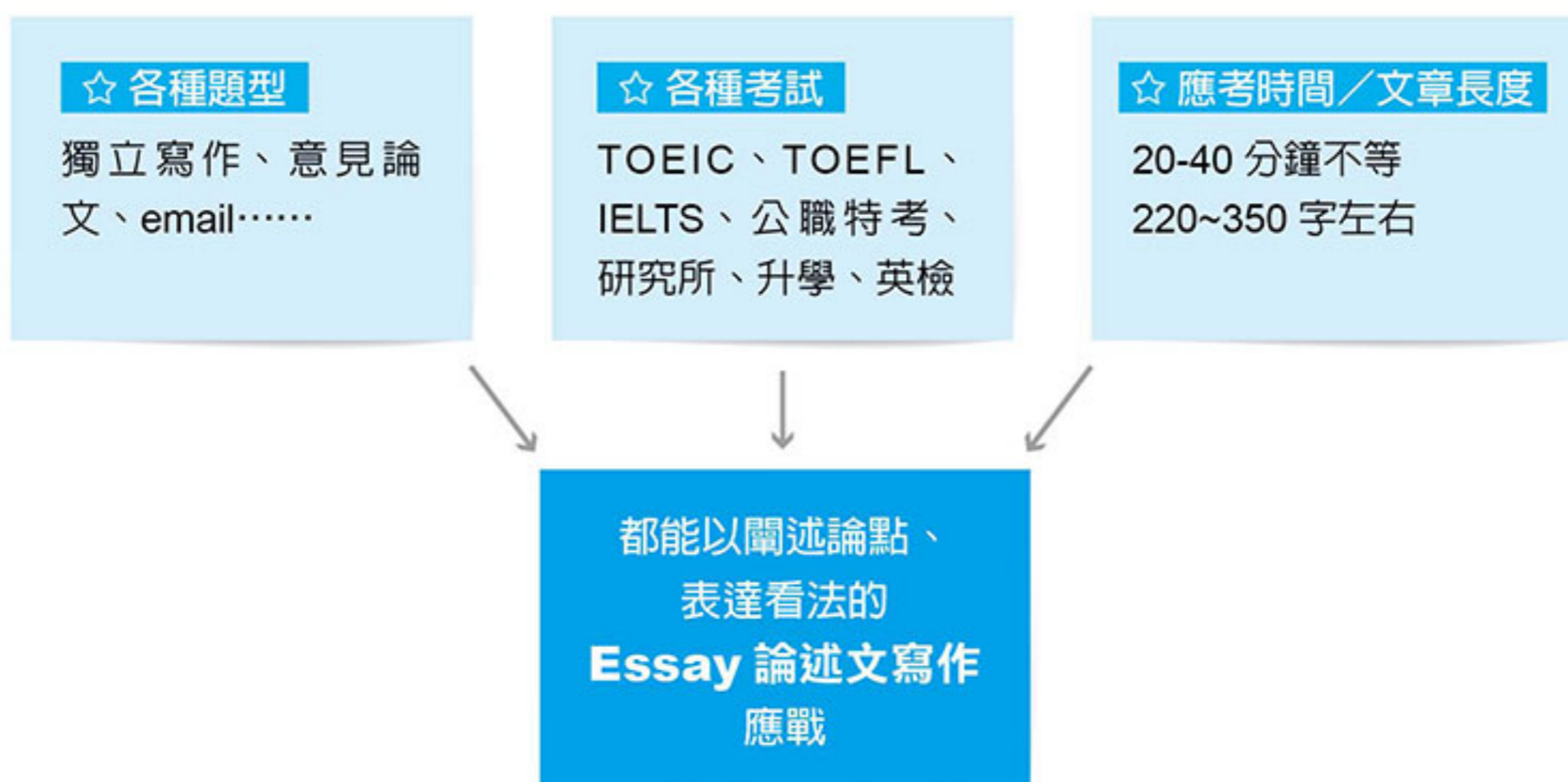
# 應試作文 會診

## 打造完整 Essay 寫作能力， 從容應對各項考試的寫作題

不論是何種「目的」的考試（留學，公職，升學等），也不管是何種「類型」的英文能力檢定（TOEIC，TOEFL，會考，研究所等），除了基本的聽力與閱讀能力測驗外，口語的表達與英文作文的書寫更是必考題型。

在台灣，同學若有需要使用口語的機會，還可能靠講講簡易的單字外加表情或比手劃腳，要求能溝通，對方聽得懂意思就好。但是，「英文寫作」這任務可就沒這麼好過關了，也因此「英文寫作」成爲多數備考同學的夢魘，看到一個議題就腦筋一片空白完全沒概念，更別說「連第一句要寫什麼都想不出來的」窘境了。爲了協助同學解決寫作問題，提供寫作方向，更爲了培養扎實的英文實力，遂有了本書的誕生。

雖說各式不同英文能力測驗的考試，寫作題型各有出入（如：TOEIC 有考寫 email，或 TOEFL iBT 有考 Integrated 整合寫作……等），幾乎每種英檢寫作題都會有的題型就是闡述論點，表達自己看法的 Essay 題。本書內容會將焦點放在 Essay 題的寫作教戰上，以期協助同學可以在平均 30 分鐘的考試時間內，有能力寫到 300 字以上，且言之有物的英文文章。



# UNIT 1

## 遣詞用字

相信許多同學都有相同的心聲：自小在學校上課開始，英文也學了一、二十年了，但寫起英文作文來還是脫離不了中式語感，遣詞用字也一直停留在初級用字的程度，始終用不出高層次的單字，也無法使用道地的英文表示法。的確，不管學多久的英文，因受到母語（中文）的影響，台灣同學在寫文章（或口說）方面還是有傾向以中文思考的方式來呈現英文意思。比方說，要表達「那間超市離我家很近。」之意，依照中文思考的話，這樣的句子 *The supermarket is very near my home.* 很可能就脫口而出了，而不會以自然的方式 *That supermarket is just within walking distance.* 來表示。

### 「那間超市離我家很近。」的英語表達：

#### 中文思考

*The supermarket is very near my home.*

#### 自然英語

*That supermarket is just within walking distance.*

會有這樣的結果，若把原因都推給「受到中文干擾」，便感覺到束手無策的話，未免也太被動消極！事實上，要一點一滴地扭轉我們的「中式思考方式」也是可以靠積極的方式策略來達成的，例如：多聽自然英文對話，多閱讀英文文章，有意識地使用英文句型來寫句子，和多使用英文單字之同義字等。其中，最基本要做到紮實的功夫便是「單字量」的擴展了。若同學單字量有限，都只停留在 3000-4000 字的簡單單字，寫作時便難以表達較複雜的意思。

## 一、遣詞用字的改善方法

要改善這樣的用字問題，筆者提供三個方式給同學參考：

### 1 以「背同義字」來擴充單字量

比方說：

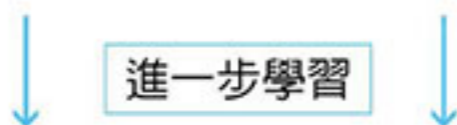
✓ free	→	<b>complimentary</b> (免費的)
✓ rich	→	<b>wealthy</b> (富有的)
✓ growth	→	<b>prosperity</b> (繁榮)
✓ good	→	<b>exceptional</b> (傑出的，優異的)
✓ lucky	→	<b>fortunate</b> (幸運的)

由這些例子可以看出，使用初級用字的高層次同義字，便更可以展現該有的意境。

### 2 徹底瞭解單字的「用法」

通常台灣同學在背單字時，僅傾向「瞭解中文意思就夠」。事實上，要徹底瞭解一個單字，包括要瞭解其「用法」才算。比方說，我們在背 expand 一字時，不要想說知道其意是「擴展」就夠了。我們還要學習用這個字來造單詞，比方說 expand my scope of knowledge「擴展知識領域」，或 expand my circle of friends「擴大交友圈」等。如此，今後寫作時，就可以避免僅會寫出 learn new things「學新東西」，或 make new friends「交新朋友」等初級的句子。

只背中文意思：expand = 擴展



徹底了解單字用法：expand my scope of knowledge「擴展知識領域」／  
expand my circle of friends「擴大交友圈」

### 3 多瞭解「片語、慣用語」

表達一句英文句子時是很像「中文翻譯」還是「自然英語」，其中便視是否有使用「貼近美語思維」的慣用語而定了。比方說，有同學想表達「塞翁失馬」之意，便直接寫道 Simon lost his horse. 殊不知這樣的句子對讀者是無意義的，美國人是無法瞭解當中意思的。若是以自然的慣用語表示 a blessing in disguise，老外讀者便可輕鬆瞭解意思了。

本章節便針對「同義單字」部份來幫同學列出寫作時常使用到的名詞、動詞、形容詞和副詞等各一百組，並列出常使用可以替換的兩個同義字，另也列出常用的「慣用語」一百組。希望協助同學養成「背單字同時想到其同義字」的習慣，以便寫作時有充分的字詞可以運用。

## 二、動詞 100 組：從「初級字」進階「寫作替換字」

### 1 動詞第 1-50 組

	初級英語用字	中譯	寫作替換用字 #1	寫作替換用字 #2
1	act	行動	operate	perform
2	add	增加	compute	accumulate
3	agree	同意	comply	recognize
4	allow	許可	approve	authorize
5	ask	詢問	inquire	request
6	begin	開始	commence	establish
7	bet	打賭	venture	speculate
8	bring	帶來	deliver	transport
9	burn	燒	blaze	melt
10	call	叫	signal	command
11	care	照顧	tend	watch

	初級英語用字	中譯	寫作替換用字 #1	寫作替換用字 #2
12	clean	清潔	sweep	cleanse
13	close	關	block	shut
14	collect	收集	compile	gather
15	come	到來	appear	happen
16	copy	複製	imitate	replicate
17	cost	值	require	yield
18	cry	哭	moan	sob
19	cut	切	curtail	slash
20	dare	敢	provoke	resist
21	deal	處理	handle	tackle
22	delay	延遲	hamper	postpone
23	dial	撥打	ring	phone
24	dig	挖	drill	search
25	dive	潛入	leap	plunge
26	do	做	accomplish	achieve
27	draw	拉、拖	elicit	attract
28	dress	穿衣	decorate	attire
29	drink	喝	consume	sip
30	drop	下降	decline	plummet
31	eat	吃	swallow	dine
32	edit	編輯	arrange	compose
33	enjoy	享受	appreciate	adore
34	face	面對	interact	encounter
35	feel	感覺	perceive	sense

Concerning... (關於……)	<b>To tell the truth,</b> (講實在的……)
With regard to... (關於……)	<b>To be frank,</b> (坦白說……)
People say that... (人們認為……)	<b>Frankly speaking,</b> (坦白說……)
They say that... (大家會說……)	
It is said that... (一般相信……)	

## 2 To state the reason (解釋原因)

General (一般用字)	Advanced alternatives (進階選擇)
There are various reasons why... (關於……有數個原因……)	<b>We must draw attention to...</b> (我們要注意……)
There are several explanations for... (關於……有數個解釋……)	<b>We should not overlook...</b> (我們不能忽略……)
There are many positive reasons for... (關於……有很多正面的理由……)	<b>The important point to note is...</b> (要注意的要點是……)
There are more benefits to... (對……有更多好處……)	<b>I offer here some reasons why...</b> (我提供幾個原因……)
There are a number of reasons for... (針對……有幾個原因……)	<b>The reason for this is not hard to see: it is...</b> (對此……原因就不難看出了……)

## 3 To set up a condition (設立條件)

General (一般用字)	Advanced alternatives (進階選擇)
If... (假若……)	<b>Whether or not...</b> (不論……)
Even if... (即便……)	<b>This might cause...</b> (這可能會……)
If I could... (若我可以……)	

## 二、現學現用句型 80 組

### 套用句型 ① I'm a firm believer that [S. + V.]

初級句子

I think you can do anything you want.  
我認爲你可以做任何想做的事。



美化句子

**I'm a firm believer that** you can design your own dream job.  
我確信你可以設計自己的夢想職業。

舉一反三 1

**I'm a firm believer that** all human beings are equal.  
我確信所有人都生而平等。

舉一反三 2

**I'm a firm believer that** children should learn language as early as possible.  
我確信小孩應盡早學習語言。

自由發揮 

\*可參考訊號字類別 ①

# UNIT 3

## 掌握寫作架構

英文 essay 類的文章會給一個具論述價值的題目，要求考生表達看法，並舉出實際例子當例證來加以解釋原因。因此，一篇完整的 essay 文章內自然要包括：看法 (topic sentence) 與例證 (specific example) 兩大元素。再加上開場 (opening) 段落與結論 (conclusion) 段落，整體的結構便如右頁表格呈現。

### 一、掌握論述文 Essay 寫作策略

#### 1 徹底瞭解題目

一般考生最常犯的錯誤之一是文章內容「文不對題」。在沒有充份地瞭解題目所問的要點之下，就貿然下筆，導致最後內容偏掉了，沒有精準地針對問題來回答。

比方說，題目問的是 Do you prefer to work in the office or work from home? 「你喜歡在公司工作還是在家工作？」，那麼同學應該就此問題「二選一」，由 work in the office 或 work from home 兩者當中選一個自己的偏好來討論，並舉實例以說明確切的原因。

但是若同學寫成這樣 “Why do people work? Some people might think that we work because we have to make a living. But for me, it’s not about the money actually. I work because I find what I do meaningful and I can make a difference to the world.” 「人們為何要工作？有些人認為我們工作是為了生活。但對我來說，這不光是錢的問題。我工作是因為我覺得我的工作很有意義，並可以讓世界不同。」以上變成在討論「工作的意義」了。答題沒有針對題目所問的「在公司上班 vs. 在家上班」兩者擇一討論的話，就會被視為離題。

沒有針對題目作答的離題內容，不管字彙或文法使用得再優美，都還是會被視為嚴重的錯誤。因此，看到題目時同學不要很心急地想趕緊寫內容，務必先仔細地考慮題目所要問的真正要點，並針對所問的要點規劃出結構 (organization)。

## 2 總架構 (Organization)



註：上述所提及的 Developmental paragraphs 三個意見發展的段落，為建議／參考寫法。若因有些考試的規定時間較短，字數限制也較少，那麼便不一定要發展到三個段落，僅發展「兩個意見」段落也無妨喔！本書內以下所有例子亦同。

**Topic 2** Do you prefer to work for a large enterprise or a small company?

**Thesis statement:**

I think working for a large corporation has certain advantages over working for a small business.

Idea#1	Topic sentence	Large corporations often provide extra job benefits and perks that small companies can't afford to offer.
	Specific example	My husband used to work at IBM and the company provided on-line gyms, child care and other additional benefits for employees.
Idea#2	Topic sentence	The stability of a job is an obvious advantage of working for a large enterprise.
	Specific example	One of my friends works at Microsoft Taiwan Corp. and he rarely worries on a regular basis about whether the company will fold.
Idea#3	Topic sentence	Large companies provide employees with state-of-the-art facilities to use in the office.
	Specific example	Employees at Microsoft Taiwan don't worry about the availability of high-tech devices, such as photocopiers or high-speed Internet connection, and thus can concentrate entirely on their tasks.

## 1 開場段落第一句怎麼寫？

### A. 解釋議題的背景

首先，開場段落的第一句功能是，可針對要討論的議題之背景稍作介紹。

比方說，要討論的題目是：

題目

Why students choose to study abroad?  
(學生為什麼選擇出國留學?)

那麼針對此題目的切入便可以：

開場  
第一句

**Nowadays university graduates can choose freely where to pursue further education.**  
(現今大學畢業生可以自由地選擇在哪裡取得更高的教育。)

又比方說，若題目討論的是：

題目

What are some advantages of the Internet?  
(網路的好處有哪些?)

那麼啓始句便可針對「the Internet」的概念切入：

開場  
第一句

**No one can deny the significance of the Internet. The Internet has made this world a global village.**  
(沒人可以否認網路的重要性。網路儼然讓世界轉變成爲一個地球村了。)

### B. 使用個人經驗

若初學的同學造句能力尚未很純熟，想利用更精簡的方式開頭，也可以使用「個人經驗」來起始。此方式的好處是，既然是使用個人經驗，便不用強記任何資訊，寫起來較可得心應手。比方說，若題目問：

**Q8****Should the government focus more on improving the Internet or the public transportation system?**

Most countries in today's competitive world are trying hard to come up with development strategies, such as installing a complete Internet network for people to access or improving public transportation. This raises the issue of whether the government should focus more on improving Internet connections or expanding the local transportation network. I hold that the government should balance resources and efforts equally between the two.

First of all, the Internet is an essential tool that people depend heavily on for daily communication. In order to increase a country's competitive advantage, a complete Internet network is a must. For example, in Taipei our government has implemented a wireless Internet network in response to the growing demands of an information society. With easily accessible Internet, residents in Taipei are able to search for any information on any device at any time. This not only improves people's efficiency, but also increases the whole society's competitive edge.

At the same time, a well-developed public transportation system is essential for the prosperity of a society. Our government, for example, has devoted a great deal of time to building new MRT routes, and designing more advanced transit systems as well. Thanks to the complete and convenient public transportation system, Taipei has become an international city and a center of business and technological development.

Some people might argue that improving Internet access is more critical than building a transportation system, since people can take advantage of the web and work from home instead of commuting. This might be true for free-lance workers who can work wherever there is an Internet connection. However, there are still other occupations, such as sales representatives and freight carriers that require people to travel all the time. In this situation, a convenient public transportation system is necessary.

To sum up, I do support that the government should devote equal efforts to developing transportation systems and the Internet, as these two kinds of development are both beneficial to the general public.

(328 words)

## Q8 範文中譯

問題：政府應將焦點放在改善網路還是大眾交通系統呢？

現代競爭世界中，有許多國家都努力地試著設計發展策略，像是安裝完整的網際網路提供民眾存取或是改善大眾運輸。這便產生了：政府是否應該注重在改善網路連線，還是擴展地方運輸？的議題。我認為政府應該平衡資源與精神在開發這兩者之間。

首先，網路已是如此現代化且普遍的工具，民眾相當依賴網路進行日常通訊。為了增加國家的競爭優勢，完整的網際網路是不可或缺的。舉例來說，我們的政府在台北佈署了無線網際網路，以反應資訊社會成長中的需求。有了可輕鬆取用的網路，居住在台北可以隨時使用各種裝置搜尋所有資訊。這不僅提升了民眾的效率，也增加了整體社會的競爭優勢。

同時，發展良好的大眾運輸系統在社會層面來看是不可或缺的。舉例來說，我們的政府花了大量的時間建造新的捷運路線，並也設計更多先進的交通系統。幸好有完整且便利的大眾運輸系統，台北才能成為國際都市還有商業以及技術發展的中心。

有些民眾可能會認為，改善網路存取比建造交通系統更為重要，因為人們可以利用網路在家工作，無需通勤。這對於能在任何有網路的地方工作的自由工作者來說或許是正確的。然而，也有些其他職業總是需要人外出旅行，像是銷售代表以及運輸業。在此情形中，便利的大眾運輸系統就是必要的。

綜上所述，我確實支持政府應該花費一樣的心力在發展交通系統以及網路上，因為這兩種發展都對一般大眾相當有益。

## 文章結構分析

開場段落	Most countries in today's competitive world are trying hard to come up with development strategies, such as installing a complete Internet network for people to access or improving public transportation. This raises the issue of whether the government should focus more on improving Internet connections or expanding the local transportation network. I hold that the government should balance resources and efforts equally between the two.	第 1 句：說明 第 2 句：引題 第 3 句：表態
文章主體 Idea 1	First of all, the Internet is an essential tool that people depend heavily on for daily communication. In order to increase a country's competitive advantage, a complete Internet network is a must. For example, in Taipei our government has implemented a wireless Internet network in response to the growing demands of an information society. With easily accessible Internet, residents in Taipei are able to search for any information on any device at any time. This not only improves people's efficiency, but also increases the whole society's competitive edge.	主題句 1 細節例證
文章主體 Idea 2	At the same time, a well-developed public transportation system is essential for the prosperity of a society. Our government, for example, has devoted a great deal of time to building new MRT routes, and designing more advanced transit systems as well. Thanks to the complete and convenient public transportation system, Taipei has become an international city and a center of business and technological development.	主題句 2 細節例證
文章主體 Idea 3	Some people might argue that improving Internet access is more critical than building a transportation system, since people can take advantage of the web and work from home instead of commuting. This might be true for free-lance workers who can work wherever there is an Internet connection. However, there are still other occupations, such as sales representatives and freight carriers that require people to travel all the time. In this situation, a convenient public transportation system is necessary.	反面論述 扭轉意見
結論段落	To sum up, I do support that the government should devote equal efforts to developing transportation systems and the Internet, as these two kinds of development are both beneficial to the general public.	重述主要論點

<b>Lifestyle</b>	The factory using various equipment are very likely to producing large amount of noise, thus decreases the standard of living in the neighborhood.
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## Question#2: If you could invent something new, what would it be?

<b>Thesis Statement: I always wanted to invent a “floating vehicle”.</b>	
<b>Perspective</b>	<b>Idea</b>
<b>Money</b>	The floating vehicle doesn't rely on petroleum, so people using it can save money on fuel.
<b>Environment</b>	The floating vehicle runs cleaner and cuts fuel consumption, thus conserves energy.
<b>Safety</b>	Driving such a floating vehicle is much safer than driving a car, since it can reduce the risk of collision.

## 6 星展圖 (Star-bursting)

此 Star-bursting 思考方式，如同其名稱一般，便是像星星一般有五個角度發散出去。而此五個角度也是各有其功能的，但跟「角度切入」不同的是，此五個角度分別是 who（人），why（事），when（時），where（地），what（物），與 how（如何）等組成的。也就是說，針對某議題，最直接討論其相關的「5W+1H」要素即可。這樣的思考方式的優點是有直接的焦點，且可節省時間。

另外，雖說其名稱為「星展圖」，也不代表一定就非要畫星星不可。如同下列 Q2 所示，針對一個置中的主題，可以在外圍構思「5W+1H」的點子便利貼亦可。也不代表只能畫五個角度，若有需要的話，構思六個、七個……角度也是可以的，完全應依個人的彈性需求而定。