**概要写作示例与写作训练5**

**【写作示例】**

**【原文呈现】**

阅读下面短文，根据其内容写一篇60 词左右的内容概要。

In New York City public schools, 176 different languages are spoken among the more than 1 million students. For 160,000 children, English is not their first language. New York’s Department of Education makes learning better for these students by providing dual-language programs. Students are taught in two languages, English and another one, like Chinese or Russian. Math, social studies, science and all other regular courses are taught in both languages. And they learn about the culture of the other country.

Milady Baez is Deputy Chancellor(副局长) of English Language Learners and Student Support. She says these dual-language programs will help children succeed in the future. “The jobs of the future require that our students know more than one language. They are going to be traveling abroad, they are going to be communicating with people from all over the world. This will open doors for them.”

Shuya Zhang teaches a dual language class. She says the program helps children get ready to work with people in other countries. “Look at now-a-days, America started economic relationships with China. Lots of companies have been moved to China. They need people with the skills with both language skills.”

Middle school students might not have jobs on their minds yet. For Kequing Jaing, she likes keeping up her first language, Mandarin. “It makes me, feel that I am home because I can speak in Chinese, learn in Chinese, while learning in English. So it makes me feel better and makes me understand more about the task I’m learning.” Another student, Anastasia Hudikova, came to the United States when she was 2 years old. She says the Russian-English program keeps her connected to her heritage(传统) and her parents happy. “They’re really happy about the program that it exists. They are really happy that I can preserve my culture and my language, that I can speak it fluently in school.”

The New York schools also offer dual-language programs in seven other languages: Arabic, French, Haitian Creole, Hebrew, Korean, Polish and Spanish. There are plans to add even more languages in the future. (344 words)

**【思维路径】**

**[核心内容]**

本文是一篇说明文，全文共分五段。第一段主要讲了纽约教育部为了母语非英语的学生能受到更好的教育而提供了双语项目。第二段讲了Milady Baez的观点——双语教学有助于学生在未来取得成功。第三段讲了一位双语教学的老师Shuya Zhang的观点——双语教学能够让学生们准备好未来与其他国家的人一起合作。第四段讲述了两个学生对双语教学的看法。第五段关于双语教学在纽约的一些学校的现状以及未来的发展。

**[写作思路]**

(1)理清文章脉络、概括段落大意。理清文章脉络、概括段落大意是写摘要的基础，同学们可以通过找主题句、分析段落的逻辑关系来梳理文章的脉络，概括大意。本文采用“呈现现象(Para.1)—讲述不同人的看法(Para.2-4)—总结(Para.5)”的形式，文章结构比较清晰，相对而言对于文章脉络的梳理比较容易。该文第一段的主题句是“New York’s Department of Education makes learning better for these students by providing dual-language programs”。第二段的主题句是“She says the program helps children get ready to work with people in other countries”。第三段的主题句是“She says the program helps children get ready to work with people in other countries”。第四段没有现成的主题句，需要对两位学生的话语的内容进行概括。第五段是对纽约市双语教学现状的总结以及学校对双语教学未来发展的计划。

(2)确定表达要点、灵活准确表达。每段的段落大意都是我们要表达的要点，这可以确保不漏点。本文的主要内容是“dual-language programs”，因此可以将第一段的现象描述概括后作为概要的首句。在确定表达要点后要思考如何准确灵活表达，这是难点。因为评分标准要求完全使用自己的语言。灵活表达的重要技巧是对原来的语言进行同义替换(paraphrase)，同时要对相关内容进行整合。第一段包括一个要点，要点1是纽约教育部门为学生提供双语项目来促进他们学习。根据原文所表达的意思，我们可以将原文的主题句换另一种说法来表达，可以使用非谓语“to improve their learning language”，并将“provide”替换成“offer”。要点2,3分别位于文章第二段和第三段，可以抓住“succeed in the future”和“get ready to work with people in other countries”的主题句，将其结合起来一起概括，可以用“become successful”替换原文中的动词“succeed”，用“people around the world”替换原文中的“people in other countries”。要点4要根据第四段进行概括。主要是从学习者的角度出发，表达双语学习的好处，可以将两个学生所说的话找共同点一起归纳，如用“guarantee the continuous learning …”。要点7可以用被动“be added”来替换原文中的主动“add”。

**[参考范文]**

To improve their learning, New York’s Department of Education offers dual-language programs for those students whose first language is not English.(要点1) Dual-language programs will help children work with people around the world and become successful in the future.(要点2,3) In addition, it can guarantee the continuous learning of their native culture and the practice of their native language, which is beneficial to their development.(要点4)Considering all the benefits, More dual-language programs will be added in the future.(要点5)(76words)

**[范文解析]**

范文把要点1用“to improve their learning”替代原文中的“makes learning better”，并将“provide”用“offer”替代，表达上将对象以定语从句的形式融入到一个句子。要点2,3中用“around the world”替换原文的“in other countries”，用“become successful”替换原文的“succeed”，并且将两者结合起来表达。要点4用“guarantee the continuous learning of their native culture and the practice of their native language”对两个不同国籍和语言的学生的例子和体会概括了。要点5用了被动语态替换了原文中的主动语态，并且根据对全文的理解，用“more dual-language programs”替换了原文的“even more languages”。然后对各要点进行了适当的整合和衔接。要点2,3和4之间用衔接语“in addition”连接，让文本更通顺。要点5是未来的发展，为了让概写更加紧凑，范文中加了个原因状语“considering all the benefits”。

**[提炼归纳]**

1. 语义转换

语义转换是新题型概要写作中很重要的一项基本技能，因为评价标准对“使用自己的语言进行观点的独立表达”有较高的要求。本范文中主要通过同义词替换达到这一要求，比如“offer”，“around the world”，“become success”等词的使用都是为了替换原文中的表达。

2. 结构转换

除了同义词和同义词组的替换外，我们也可以从从句、非谓、主动被动语态的转换等语法角度进行改写。比如本文中的第一句话，是将原文的句子结构进行了改写，从而同时达到paraphrase和内容整合的要求。

**【写作演练】**

1.阅读下面短文, 根据内容写一篇60词左右的内容概要。

Is Fast Fashion Taking Over?

The fashion industry has changed significantly in recent years. Traditionally, fashion retailers(零售商) created two clothing collections per year, called seasons. Nowadays, in contrast, they can design and manufacture(生产) clothes in as little as four weeks. Fast Fashion means that the latest designs shown at the fashion shows in Paris, London, New York, and Milan can be coped and sold in shopping malls within a month.

The advantages of rapidly changing fashions are clear. Shortening the life cycle of a product means that if a design doesn’t sell well within a week, it is taken out of the stores and replaced with a new one. This is good for manufacturers, as it means a greater volume of sales. It is also good for customers, who can keep up with fast-moving trends cheaply and who can enjoy finding something new every time they visit the store.

However, there are also a number of disadvantages to the fast-fashion approach. Perhaps the biggest concern is the impact of wasted clothes on the environment. The low cost of most fast fashion enables shoppers to buy several new sets of clothes each season. This means that huge amounts of clothing are thrown away. Furthermore, with fashions changing so quickly, cotton growers need to produce more cotton more cheaply, and that means using more pesticides and chemicals. A third problem is the theft of ideas. Fashion houses invest a lot of time and money in new designs, only to see these ideas stolen and copied by fast-fashion companies.

In short, these days it seems that the fashion industry is changing almost as fast as the fashion it produces. What do you think of this?

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

2.阅读下面短文，根据其内容写一篇60词左右的内容概要。

Environmental problems are becoming more and more serious all over the world. For example, cars have made the air unhealthy for people to breathe and poisonous gas is given off by factories. Trees on the hills have been cut down and waste water is being poured continuously into rivers. Furthermore, wherever we go today, we can find rubbish carelessly disposed(处理).

There are different kinds of pollutants, each of which comes from different sources. It is necessary to identify the source of pollution, in order to make a policy to get rid of them. Different products, processes and activities of our industrialized world together form the major source of pollution.

The forms of pollution can be mainly divided into three kinds—solids，liquid and gas. These pollutants have greatly damaged our planet and continue to do so. In fact，pollution is threatening our existence. The whole ecological balance of the earth is changing. Massive destruction of environment has brought about negative effects and even posed a great threat to man’s existence.

We must face the situation that exists and take action to solve our environmental problems. For instance, new laws must be passed to place strict control over industrial pollution; the public must receive the education about the danger of pollution and raise their awareness of protecting the environment and so on.

The earth is our home and we have the duty to take care of it for ourselves and our later generations. Fortunately, more and more people have realized these problems. Measures have been taken to deal with these situations by the government. And laws have been passed to stop pollution, I hope the problems will be solved in the near future and our home will become better and better.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

3.概要写作：阅读下文，根据其内容写一篇50-60词胡内容概要。

For decades, doctors have warned patients that too much salt can be bad for the heart. Heart attack has long beenconsidered a grown-up problem, but new research suggests that salt is starting to affect children. Eating too much salty food when you’re young can lead to health problems later.

Salt is made up of two elements: sodium andchlorine. Dietary guidelines recommend that adults and kids aged 9-13 shouldn’t consume more than about a teaspoon of sodium daily. The average American eats twice this amount.This worries doctors because too much sodium results in the body producing more blood. To pump the extra blood, the heart has to work harder. This causes a rise in blood pressure---a measurement of how stressed the heart is. High blood pressure often leads to heart disease.

A kid with high blood pressure is more likely to become a grown-up with high blood pressure. Reducing salt might also help stop childhood obesity. British researchers recently found that kids who eat less salt also drink fewer sugary soft drinks. Drinking fewer fizzy drinks makes kids less likely to gain weight, become obese and develop high bloodpressure.

Salt can affect more than just your heart and weight. A recent study found that a growing number of kids in theUSaresuffering from kidney stones. This painful condition usually affects people aged over 40. Now, kids as young as five are getting it.

Cutting down on salt can be hard, but you can retrain yourself to prefer less salty food. The best way to reduce the amount of sodium you eat is to make changes gradually. Start by adding half as much salt to your dinner as you normally do. Switch to fresh foods instead of canned and bottled versions. And go easy on the condiments. You might also want to start reading nutrition labels. You may be surprised to learn that there are1,150 mg of sodium in a double cheeseburger, and over 2,000 mg in many frozen meals.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

4.阅读下面短文，根据其内容写一篇60词左右的内容概要。

Choosing the right college can be a difficult task. There are thousands of colleges and universities for you to choose from and many are worthy of being considered. For each potential college, find out the success rate of students' getting their jobs, especially those related to your majors. Here are some strategies(策略)for you to make the right choice.

Colleges which offer practice in some of the fields are worthy of your attention. It can provide you with a large amount of information on job hunting. Companies often prefer employees that perform well. Practice gives you the valuable experience and necessary opportunities. Some practical skills that you learn will really prepare yourself for the certain jobs. Besides, choosing a college that has teacher members with good reputations in their fields can also be very useful since these teacher members can provide you with steps into the working world by practice.

School rankings and a national reputation of academic success are often the important factors(因素)for your potential employers. This type of information can be found easily on the Internet and in magazines. To the employers, graduates from high ranking colleges are often considered more reliable. They have a stronger ability to learn and are more likely to create wealth for the company. Sometimes it can even be a more important factor in looking for a job than the actual quality of education the college provides.

After narrowing down your choices to a few colleges, it's time to visit them. Taking a look at the campus(校园)can change your attitude to a particular school. Plan your tour and then do some research on your own. It is also important to talk to as many students as you can and find out if earning a degree from the school is helpful in getting a job. Meanwhile, you can speak to the students in the majors you're considering to know what the courses are like, what you'll learn, and what your expected outcome will be.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

5.阅读下面短文，根据其内容写一篇60词左右的内容概要。

Artificial intelligence(AI)teachers can provide customized teaching for students to meet their unique requirements through analyzing data and deep learning.In the future, they may replace human teachers for basic teaching tasks.Since some students may find it and put new power into traditional teaching patterns.An educational system providing customized teaching centered on students represents the future trend of AI education.

China's AI education has developed rapidly in recent years with the rise of several thousand relevant companies.Currently,AI teachers are able to help students leamn pronunciation,analyze their condition,guide them to learn independently,and even grade writing assignments. Some foreign AI educational systems have been introduced into several domestic schools and have worked well on trial.

However,the promotion of AI education is still facing several difficulties in practice such as low technological levels,inadequacy of data and lack of funds.AI education still depends largely on human teachers' work.Most importantly,it conflicts with current educational patterns because the courses developed by foreign countries are not suitable for Chinese exam-oriented education.Teachers may also find it hard to change their original roles in classrooms since easing control on classes may make them seem irresponsible.These problems need to be handled before the mass promotion of Al education.

With AI teachers,the original teacher-centered classes will be transformed into student-centered ones where teachers only organize the class and provide guidance.Since teachers are supposed to not only equip students with knowledge but also shape their values and help them develop creative abilities,AI teachers will not replace human teachers but will only pose higher requirements of teaching.A combination of AI teachers and human ones can create the best future for Al education.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**答案与解析**

1.【参考范文】

Nowadays, fast fashion has shortened the life cycle of clothes to four weeks, which means a greater volume of sales for manufacturers and cheaper and more fashionable clothes for customers. However, the wasted clothes due to the low cost and more usage of chemicals can do great harm to the environment. Besides, the theft of designs is also a serious problem caused by fast fashion. (65)

【解析】

写作步骤

1)细读原文。首先要仔细阅读短文，掌握文章主旨。文章说明了如今，快时尚已经将服装的生命周期缩短到四周，这对于制造商来说意味着更大的销售量，对于消费者来说意味着更便宜更时尚的衣服。然而，由于低成本和更多的化学品的使用，浪费的衣服可以对环境造成很大的危害。此外，设计被盗也是快速时尚带来的一个严重问题。

2)弄清结构，归纳段意。概要写作是写全文概要，不是写某一部分的概要，或者就某些问题写出要点。因此一定要弄清文章结构，归纳文章各段大意。

3)列出原文要点。分析原文的内容和结构，将内容分项扼要表述并注意在结构上的顺序。在此基础上选出与文章主题密切相关的部分。

【范文点评】

本文描写详略得当，使用了高级词汇和高级句子。如：shorten，life cycle，a greater volume of等高级词汇；Nowadays, fast fashion has shortened the life cycle of clothes to four weeks, which means a greater volume of sales for manufacturers and cheaper and more fashionable clothes for customers.非限制性定语从句；Besides, the theft of designs is also a serious problem caused by fast fashion.非谓语动词的运用等高级句式。

2.【参考范文】

The global environment is becoming worse because of various pollutants related to the industrial world.(要点1) In the forms of gas, solids and liquid, these pollutants are becoming a major threat to the earth and human survival.(要点2)Therefore, we have to face it directly and spare no effort to handle it.(要点3) Luckily, people have been aware of the urgency of environmental protection and the government has taken action to solve these problems, which surely will help make our earth better.(要点4)

【解析】

本篇书面表达是内容概要。通过阅读所给文章可知，本文是一篇环保主题的文章，内容完整，要点全面，语言规范，语篇连贯，上下文意思连贯，符合逻辑关系。

“Environmental problems are becoming more and more serious all over the world.”第一段第一句开篇点题，点出世界各地的环境问题越来越严重。“There are different kinds of pollutants, each of which comes from different sources.”“The forms of pollution can be mainly divided into three kinds—solids，liquid and gas.”第二、三段将污染形式进行分类，分为固体、液体和气体三种。“The earth is our home and we have the duty to take care of it for ourselves and our later generations.”“Measures have been taken to deal with these situations by the government.”最后点出地球是我们的家园，我们有责任为我们自己和我们的后代去照顾它。并且人们已经在不断地努力。

即总结可根据此结构分为四点来总结：由于与工业世界有关的各种污染物，全球环境正变得越来越恶劣。(要点1)在气体、固体和液体的形式中，这些污染物正成为对地球和人类生存的主要威胁。(要点2)因此，我们必须直接面对它，(要点3)很幸运，人们已经意识到环境保护的紧迫性，政府已经采取行动来解决这些问题，这必将有助于改善我们的地球。(要点4)

【范文点评】

英文文章一般在每一段的首句和尾句会点明段落主旨大意。进行文章总结的时候，应重点关注各段落的首位句的大意，并进行总结提要，按照逻辑关系进行总结。

3.【参考范文】

Eating too much salt has health risks for children such as causing high blood pressure, heart problems, obesity and kidney stones.But there are several ways to cut down on salt. Children can reduce the amount of salt they usually use by half. They should eat fresh foods and reduce the condiments they add to food. Finally, they should check the amount of salt in food by reading nutrition labels.

【解析】

概要写作首先要通读全文内容，通晓文章大意；然后提炼语言；最后用高度概括性的句子表达出全文内容。本文主要写出三点：一、太多的盐(主要是钠)摄入会导致三个方面的健康问题：高血压、肥胖、心脏病和肾结石，二、主要讲到对孩子的危害。三、提出了解决办法，主要是逐步减少摄入、多吃新鲜食品、多看食品营养标签。结合三个要点即可写出本概要。

【范文点评】

本文要点齐全，语言概括性强，文中使用了Eating too much salt 动名词短语作主语；They should eat fresh foods and reduce the condiments they add to food. 本句是and连接的并列句，they add to food 是定语从句，that引导(作宾语可省略)。

4.【参考范文】

Challenging as it is to choose an ideal college, they're some tips that may help. (要点1) First, colleges that provide practice and have distinguished teachers in certain fields are worth considering. (要点2) Second, it’s advisable to search for academic rankings and reputation, which your future employers may care about. (要点3) After you have candidates, visit them and enquire more of related students. (要点4)

【解析】

这是一篇议论文，文章就如何选择一个好的大学给出几点建议。

第一步：概括每个段落的大意

第一段主要说明了选择一个理想的大学是一个挑战，会影响到未来的工作，所以作者给出几点选择大学的建议。可以用Challenging as it is to choose an ideal college, there’re some tips that may help.表示。

第二段给出第一个建议，第一句就给出了主旨句子Colleges which offer practice in some of the fields are worthy of your attention提供实践经验的大学值得考虑，后文又说到choosing a college that has teacher members with good reputations in their fields can also be very useful，选择一个有好的老师，老师的名声不错的学校也是有用的。即colleges that provide practice and have distinguished teachers in certain fields are worth considering.。

第三段给出第二个建议：School rankings and a national reputation of academic success are often the important factors(因素)for your potential employers. 学校的等级和学术成功通常也是潜在雇主考虑的重要因素。即Second, it’s advisable to search for academic rankings and reputation, which your future employers may care about.

第四段给出第三个建议：After narrowing down your choices to a few colleges, it's time to visit them. 在缩小大学的选择时，是时候去参观大学了，后文接着说It is also important to talk to as many students as you can and find out if earning a degree from the school is helpful in getting a job. 和尽可能多的学生交流，弄清楚在学校获得学位是否有助于找工作，这也是很重要的。

即After you have candidates, visit them and enquire more of related students.

第二步：连句成篇(衔接词)

1.表文章结构顺序：First of all, Firstly/First, Secondly/Second… And then, Finally, In the end, At last

2.表并列补充关系：What is more, Besides, Moreover, Furthermore, In addition As well as, not only…but (also), including,

3.表转折对比关系：However, On the contrary, but, Although+clause(从句), In spite of+n/doing,On the one hand…,On the other hand… Some…,while others…,as for, so…that…

4.表因果关系：Because, As, So, Thus, Therefore, As a result

连句成文，注意使用恰当的连词进行句子之间的衔接与过渡，书写一定要规范清晰

5.【参考范文】

AI teachers catering for students’ personalities can provide students with personalized teaching to meet their needs. China has seen rapid development in AI education in the past years. But many practical problems should be solved before its wide application. Despite the advantages of AI teachers, human ones will never be replaced; instead, both will play their joint roles in the future teaching. The function of AI teachers – the development of AI teachers – the problems of AI teachers before wide application – the role of human teachers with the application of AI teachers

【解析】

本篇书面表达是概要写作。要求概括针对学生个性的人工智能教师能够为学生提供个性化的教学，来满足学生的需求。中国在过去几年，人工智能教育发展迅速。但是很多实际问题在其广泛应用之前需要解决。尽管人工智能教师有其优点，但是人类教师永远不会被取代。相反，二者将会在未来的教学中共同发挥作用。

写作之前要认真阅读原材料，加深理解。遵循原文的逻辑顺序，对重要的主题、标题、细节进行概括，全面清晰的表明原文信息。给摘要起一个好标题，如：可以采用文中的主题句。写作过程中，注意词数在60词左右，同时使用自己的语言，不要照抄原文语句。