

写作的“七项基本原则”PDF转换可能丢失图片或格式，建议阅读原文

https://www.100test.com/kao_ti2020/129/2021_2022__E5_86_99_E4_BD_9C_E7_9A_84_E2_c94_129906.htm 一、长短句原则

工作还得一张一弛呢，老让读者读长句，累死人！写一个短小精辟的句子，相反，却可以起到画龙点睛的作用。而且如果我们把短句放在段首或者段末，也可以揭示主题：As a creature, I eat. as a man, I read. Although one action is to meet the primary

need of my body and the other is to satisfy the intellectual need of mind, they are in a way quite similar. 如此可见，长短句结合，抑扬顿挫，岂不爽哉？牢记！强烈建议：在文章第一段（开头）用一长一短，且先长后短；在文章主体部分，要先用一个短句解释主要意思，然后在阐述几个要点的时候采用先短后长的句群形式，定会让主体部分妙笔生辉！文章结尾一般用一长一短就可以了。

二、主题句原则 国有其君，家有其主，文章也要有其主。否则会给人造成“群龙无首”之感！相信各位读过一些破烂文学，故意把主体隐藏在文章之内，结果造成我们稀里糊涂！不知所云！所以奉劝各位一定要写一个主题句，放在文章的开头（保险型）或者结尾，让读者一目了然，必会平安无事！特别提示：隐藏主体句可是要冒险的！

来源：考试大 To begin with, you must work hard at your lessons and be fully prepared before the exam（主题句）。Without sufficient preparation, you can hardly expect to answer all the questions correctly. 三、一二三原则 领导讲话总是第一部分、

第一点、第二点、第三点、第二部分、第一点... 如此罗嗦。可毕竟还是条理清楚。考官们看文章也必然要通过这些关键

点。所以，写文章时一定要条理清楚。特别提示：隐藏主体句可是要冒险的！来源：考试大 To begin with, you must work hard at your lessons and be fully prepared before the exam（主题句）。Without sufficient preparation, you can hardly expect to answer all the questions correctly.

三、一二三原则 领导讲话总是第一部分、第一点、第二点、第三点、第二部分、第一点... 如此罗嗦。可毕竟还是条理清楚。考官们看文章也必然要通过这些关键点。所以，写文章时一定要条理清楚。特别提示：隐藏主体句可是要冒险的！

来源：考试大 To begin with, you must work hard at your lessons and be fully prepared before the exam（主题句）。Without sufficient preparation, you can hardly expect to answer all the questions correctly.

性的“标签”来判定你的文章是否结构清楚，条理自然。破解方法很简单，只要把下面任何一组的词汇加入到你的几个要点前就清楚了。1) first, second, third, last (不推荐，原因：俗) 2) firstly, secondly, thirdly, finally (不推荐，原因：俗) 来源：考试大 3) the first, the second, the third, the last (不推荐，原因：俗) 4) in the first place, in the second place, in the third place, lastly (不推荐，原因：俗) 5) to begin with, then, furthermore, finally (强烈推荐) 6) to start with, next, in addition, finally (强烈推荐) 来源：考试大 7) first and foremost, besides, last but not least (强烈推荐) 8) most important of all, moreover, finally 来源：考试大 9) on the one hand, on the other hand (适用于两点的情况) 10) for one thing, for another thing (适用于两点的情况) 建议：不仅仅在写作中注意，平时说话的时候也应该条理清楚！100Test 下载频道开通，各类考试题目直接下载。详细请访问 www.100test.com