

How to Abstract Keywords in Summary Writing

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May 30, 2019

parts of speech
of keywords

keywords

notional word
(实词)

logical connector
(逻辑连接词)

noun
verb
adjective

layers of keywords

layer 1 一级关键词

keywords about the theme
主旨关键词

keywords from the title
标题关键词

layer 2 二级关键词

keywords about the main key points
主要点关键词

layer 3 三级关键词

keywords about the minor key points
次要点关键词

strategies

- ① • abstract keywords from textual patterns
基于篇章模式提取关键词
- ② • abstract keywords from cohesion and coherence
基于衔接与连贯提取关键词
- ③ • abstract keywords from thematic progression
基于主位推进提取关键词



► Strategy 1

Abstract keywords from textual pattern

基于篇章模式提取关键词

Textual Patterns
in Summary Writing
概要写作篇章模式

概括-具体模式

概要陈述: 概括/整体
具体陈述: 举例/细节论证

问题-解决模式

情景: 呈现现象
问题: 提出问题
反应: 解决问题的方法
评价/结果:

主张-反应模式

情景: 呈现现象
回答: 对问题的答案
反应: 作者提出支持或反驳,
给出相应的理由。

提问-回答模式

提问: 用提问方式表达问题;
回答: 对问题的答案

Positions of keywords

Keywords about the theme

Keywords about main key points

概括-具体模式

概括陈述部分

具体陈述与原因部分

问题-解决模式

问题解决部分

现象、问题与原因部分

主张-反应模式

作者观点部分

现象、问题与原因部分

提问-回答模式

问题回答部分

问题与原因部分

Positions of keywords

Logical relationship

Keywords about the minor points

目的关系

目的部分

背景关系

背景部分

条件关系

条件部分

转折关系

转折前部分

解释关系

解释部分

让步关系

让步部分

问题-解决模式

CHEMICAL OR ORGANIC FARMING? (M4U2 Using Language)

Over the past half century, using **chemical fertilizers** has become very **common** in farming. ...Recently, **现象** **ists** have been finding that long-term use of these fertilizers can cause **damage** to the **land** and, even more dangerous, to **people's health**.

What are some of the **problems** caused by chemical fertilizers? First, they **damage the land**.... Chem**问题** **the ground** and underground water **for a long time**. ... In addition, fruit, vegetables and other food grown with chemical fertilizers usually grow too fast to be full of much **nutrition**. ...

With these discoveries, some farmers and many customers are beginning to turn to **organic farming**. **解决方法** **mply farming** without using any chemicals. They focus on **keeping their soil rich and free of disease**.

Organic farmers also use many other **methods to keep the soil fertile**. ...

“标题” 关键词:

*chemical farming,
organic farming*

“主题” 关键词:

organic farming,

“要点” 关键词:

“现象”

关键词:

*chemical
fertilizers,
damage
the land,
and people's
health*

“问题”

关键词:

problems

“解决
方法”

关键词:

ways

What are some of the **problems** caused by chemical fertilizers? First, they **damage the land** by killing the helpful bacteria and pests as well as the harmful ones. Chemicals also stay in the ground and underground water for a long time. This affects crops and, therefore, animals and humans, since chemicals get inside the crops and cannot just be washed off. These chemicals in the food supply build up in people's bodies over time. Many of these chemicals can **lead to cancer or other illnesses**. In addition, fruit, vegetables and other food grown with chemical fertilizers **usually grow too fast to be full of much nutrition**. They may look beautiful, but inside there is usually more water than vitamins and minerals.

“解释类次要点”
关键词

“次要点”

关键词：
damage the
land

“次要点”

关键词：
lead to illnesses

“次要点”

关键词：
grow too fast to
be full of
nutrition

With these discoveries, some farmers and many customers are beginning to turn to organic farming. Organic farming is simply farming without using any chemicals. They focus on keeping their soil rich and free of disease. A healthy soil reduces disease and helps crops grow strong and healthy. Organic farmers, therefore, often prefer using natural waste from animals as fertilizer. They feel that this makes the soil in their fields richer in minerals and so more fertile. This also keeps the air, soil, water and crops free from chemicals.

“原因类次要点”
关键词

“次要点”

关键词:

*make soil richer,
more fertile;*

“次要点”

关键词:

*keep air,
soil, water crops
free from
chemicals*

Para3

Summary

Though commonly used, chemical fertilizers cause damage to the land and people's health. (要点1) The root of the problems lies in the chemicals which break the ecological balance, stay in soil and water and cause a lack of food nutrition. (要点2) On the contrary, organic farming which simply uses natural fertilizers to make the field more fertile and away from chemicals is becoming more popular with some farmers and customers. (要点3) Besides using natural waste as organic fertilizer, many other methods like shifting crops periodically, making full use of the soil and growing grass between the crops are adopted to make the land healthy and productive. (要点4)



Strategy 2

Abstract keywords from cohesion and coherence

基于衔接连贯提取关键词

衔接手段

语法衔接 (grammatical cohesion)

词汇衔接 (lexical cohesion)

逻辑衔接 (logical cohesion)

1.语法衔接:

1

照应

- 人称照应 (he, it, they, /their, our, /hers, yours.....)

I went to see the writer. **He** lived in a remote village and **his** house was just a hut.

- 指示照应 (the, /this, that, these, those, /here, there.....)

When food comes out of any oven, it should stand a while.
During **this** delay the centre carries on cooking.

- 比较照应 (different, same, 比较级.....)

John took four hours to reach London. Bill, on the other hand, was driving **more slowly**.

1.语法衔接:

2

替代

- 名词性替代 (one,the other.....):

I wish I'd bought a few jars of honey. Did you notice **the ones** they were selling by the roadside?

- 动词性替代 (do,does,did.....):

Wendy looks very happy as she always used to **do**.

- 小句性替代 (so,not.....):

We are told that he will come tonight, and **if so**, our meeting will be held tomorrow.

1.语法衔接:

3

省略

- 名词性省略:

Compared with the blue cloth, I prefer the red **<cloth>**.

- 动词性省略:

He was frightened and **<was>** starting to cry.

- 小句性省略:

—Can you hear me ?

—Yes. **<I can hear you.>**

2.词汇衔接：语篇中使用一些相互之间存在意义联系的词语，从而建立一个贯穿语篇的语义链条，保证语篇的连贯性。

1

词汇复现

- 同词或同源词的重复

Many teenagers don't know about tattoo inks well and think tattoo inks are safe to use. Tattoo inks are made to be injected into the skin.

- 同/近义词复现

Everything faded into mist. The past was erased, the erasure was forgotten, the lie became truth.

- 上/下义词复现

As the sun was rapidly sinking, everything changed colors. The white clouds had turned red, the hills were violet, the woods purple, the valleys black.

2.词汇衔接: 语篇中使用一些相互之间存在意义联系的词语, 从而建立一个贯穿语篇的语义链条, 保证语篇的连贯性。

2

词汇同现

● 话题词汇的同现

He led me to the crowded **shop** and to a bench with a large professional **karaoke box** on it. He placed his large hand lovingly on his **treasure** and said, "I have 800 **karaoke songs** in here. You can take your pick and I'll **record** them for you. That should get you started."

● 反义词关系

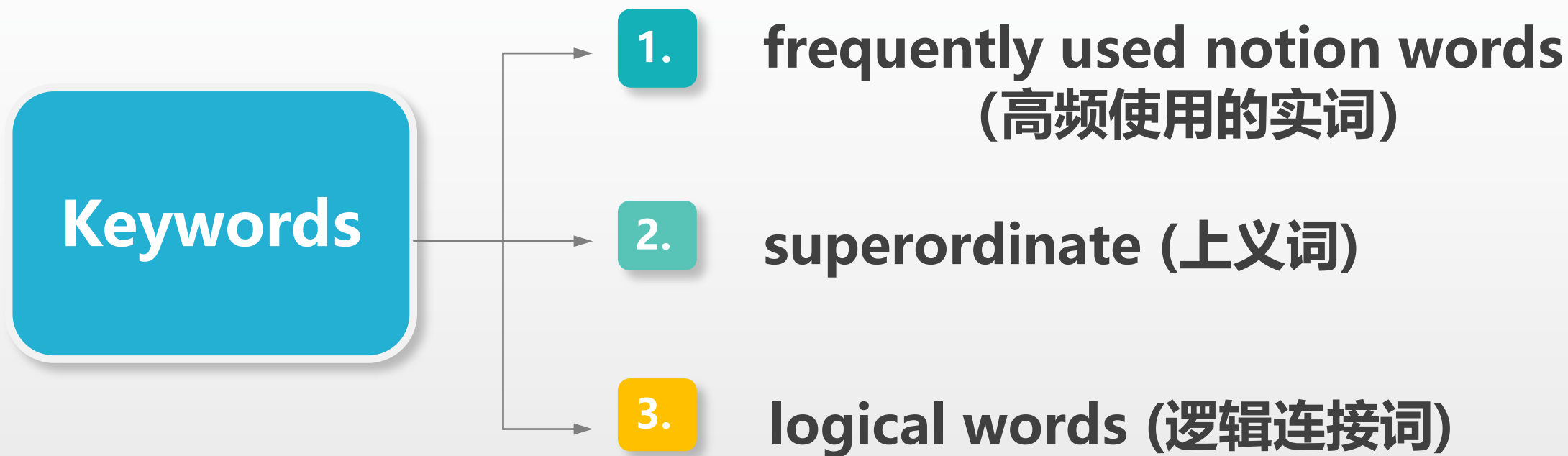
Focusing on the **positive** has been shown to have **benefits** to one's health and well-being, just as focusing on the **negative** has been proven to have a **harmful effect**.

3.逻辑衔接:

根据信息的层级，往往段落间及段落内（尤以段落间）的表**并列、递进、转折、总结、因果、条件**之类的联系词，可视为关键词。

Keywords from coherenc and cohesion

基于衔接与连贯理论的关键词



例：【2018年11月浙江高考概要原文】

It's a really good idea to visit colleges before you apply because their websites can all start to look and sound the same. Nothing will give you the sense of what it will actually be like to live on a college campus like visiting and seeing for yourself the dorms, classrooms and athletic equipment and, of course, the students. It seems a little crazy once senior year hits to find the time to visit college campuses, and it can also be pricey if the schools you are applying to happen to be more than a car ride away. But keep in mind that you are making a decision about the next four years of your life, and do all the research you can to make sure you are making the right one.

There's no excuse not to visit the schools in your local area. In fact, a lot of college applications even ask if you have visited campus, and obviously, if you live across the country that won't be as much of a possibility, but if you live nearby, go check it out!

If campus visits aren't going to happen before you apply, at the very least you should find some time between applying and getting your acceptance letters to visit the schools you'd like to attend. It can save you a lot of heartache if you rule out now the things that you don't like about certain campuses, things that you wouldn't know unless you actually visit.

Now, if time and money are making it impossible, then check out the online college fairs at CollegeWeekLive. It's a chance to chat online with admissions officers, students, and college counselors(顾问), and it won't cost you a penny! You can register for its online college fair at collegeweeklive.com. While visiting an online college fair can't take the place of an actual campus visit, it can be a very useful tool that along with all your other research will help you make an informed decision about which colleges or universities you'd like to attend.

从词汇衔接和语法衔接角度提取的高频关键词:

潮恩教育

www.sunedu.com

关键词	词汇衔接			语法衔接		出现频次	段落位置
visit	v.	visit	重复			8	P1, P2, P3, P4
	n.	visits	重复			2	
				it	人称指代	2	
college	n.	college	重复			11	P1, P2,P3, P4
		school	近义词			3	
		campus	近义词			6	
		university	近义词			1	
		dorms, classrooms and athletic equipment	上、下义词			3	
		students	话题词汇同现			1	
				it	人称指代	1	
apply	v.	apply	重复			4	P1, P2, P3
	n.	application	重复			1	



从词汇衔接和语法衔接角度提取的高频关键词：

关键词	词汇衔接			语法衔接		出现频次	段落位置
make a decision	n.	make a decision	重复			2	P1, P4
				make the right one	人称 照应	1	
time	n.	time	重复			3	P1, P3, P4
pricy	adj.	pricy	重复			1	P1, P4
	n.	money	话题词汇同现			1	
	n.	penny	话题词汇同现			1	



从逻辑衔接角度提取段落联系语：

逻辑衔接		段落位置
条件关系	... <u>if</u> you live nearby,go check it out!	P2
	<u>If</u> campus visits aren't going to happen before you apply, at the very least you should find some time ...to visit the schools.	P3
	... <u>if</u> time and money are making it impossible, then check out the online college fairs ...	P4

【Summary】 To ensure a brilliant college life, it's really worthwhile to pay a visit to your desired colleges before application. If you live nearby, be sure to check it out before you apply. Even after submitting applications, a visit can help figure out its real conditions in advance and avoid much trouble. For students lacking money and time, logging on the online college fair at College WeekLive. com is a good alternative to help them better understand schools.

【评析】 该概要范文把 *visit colleges*、*apply*、*make a decision*、*time*、*pricy* 以及 *if* 多个关键词构成语义关联的衔接链，通过词汇衔接（重复、同义词/近义词、上下义词等）、语法衔接和逻辑衔接手段串领全文信息，达成语篇的语义连贯。



Strategy 3

Abstract keywords form thematic progression

基于主题推进的关键词提取

Thematic Progression

主位推进模式

语篇中，各个句子间不仅从语法和语义上相互联系，还表现在从主位到述位的发展进程。主位的作用不仅是照应前面的句子，保持句子的连贯，而且还要充当后面句子的出发点，推动语篇的发展。句子和句子主述位间的这种照应、衔接和过渡关系构成“主位推进程序”(thematic progression)。

从功能句法的角度大多数句子可以被切分为两个基本成分：

1. **主位**：陈述的基础，通常位于句首，引起话题，一般表示已知信息。
2. **述位**：陈述的核心，叙述话题内容，是对话题的阐述和说明，一般表示新信息。

Patterns of thematic progression 主位推进模式主要类型

● A : 主位同一型

(亦称平行型: 主位相同, 述位不同)

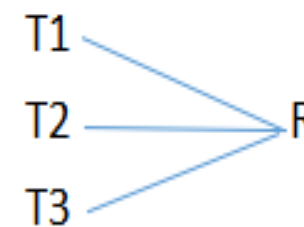
- e.g. Jazz is in part music for dancing ,but it is more than that ; it is the popular music of the people. It has a steady unbroken rhythm. It coexists with popular songs of the moment .



● B : 述位同一型

(亦称集中型: 述位相同, 主位不同)

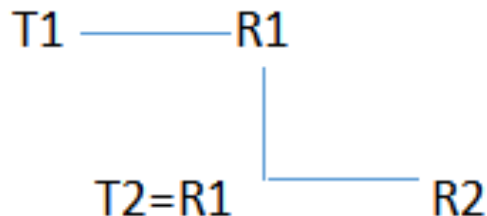
- e.g. In Kenya 's Tsavo Game Park ,five thousand elephants were slaughtered .In Zambia the game department killed 1,500 elephants in the Luangwa Valley .In Lusaka and Ndola ,elephants were also thinned out and their meat sold in the butcher 's shops .



C: 延续型

(前一句的述位或述位的一部分充当后一句的主位,这个主位又引进一个新的述位,该述位又充当下一句的主位,如此延续下去)

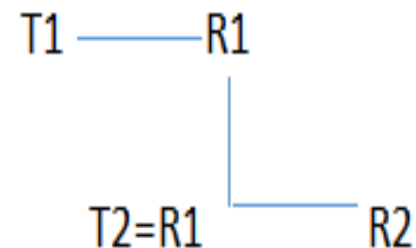
e. g. We elect local ,state and federal officials to make laws .These laws keep order in society .The order of society provides us with a safe livin g environ ment .



D: 交叉型

(前一句的主位是后一句的述位)

e.g. Gaga walked behind his friends quietly .But his friends didn 't want him .Gaga followed them to the river and cried loud ly .



Keywords from Thematic Progression

基于主位推进模式的关键词



关键词

color, be used,
influence

www.sunedu.com

反复被陈述的主位信息

反复出现的述位信息

The power of color has been used for centuries and we should be making the most of it in our lives. Color affects us to a greater degree than most of us realize. It is used increasingly by psychologists and therapists for influencing mood and state of mind, and for various types of treatments when we are ill. Some people even believe that the blind can benefit from the 'vibrations' that color gives off.

Thank you!