

2023 年 10 月高等教育自学考试全国统一命题考试

英语写作

(课程代码 00603)

注意事项:

1. 应考者必须按试题顺序在答题卡(纸)指定位置上作答, 答在试卷上无效。
2. 涂写部分必须使用 2B 铅笔, 书写部分必须使用黑色字迹签字笔。

I. Supply the missing paragraph. (20 points)

The following passage is incomplete with one paragraph missing. Study the passage carefully and write the missing paragraph in about 100 words. Make sure that your tone and diction are in unity with the passage provided.

Why Employees Want Hybrid Work

Hybrid work is a big departure from the traditional work model. It is a flexible approach that allows employees to split their time between working in the office and working from home. Employees see the values in hybrid work. A survey conducted with Wakefield Research shows that almost half of employees would likely look for another job if their employer doesn't offer a flexible work model. Therefore, it's no surprise that data from our most recent survey shows that 77% of companies have already opted to go hybrid. What's more, 56% of those companies are allowing employees to choose when and how often they wish to come into the office. So, what attracts employees to a hybrid work model?

In addition to a better work-life balance, another value of hybrid work models is to reduce exposure to illness. The last two years have made some people nervous to embrace busy spaces again. In fact, 87% of employees said last year they were worried about their health and safety when it came to returning to work. Hybrid working means fewer people in the workplace at one time. This lowers the chance of a sick employee infecting others. And

since people have the option to work remotely under most hybrid work models, a sick employee can stay home altogether to protect their coworkers.

Finally, employees can choose to work when and how they're most efficient. In an office-first model, people are expected to be on the clock between 9 am and 5 pm every workday. In a hybrid work model, employees have more flexibility to get work done when and where they're most productive. This means flexible schedules and locations. For example, some people work best early in the morning while others do better in the evening. They can also choose to work with teammates on-site or work from a remote location.

In conclusion, hybrid work can help employees strike a better balance between work and life, become less exposed to illness, and work more efficiently than traditional office-based work models. Employees can alternate between home and the office seamlessly in a hybrid work model—without a dip in productivity. The hybrid model is no longer an alternative style of work. It's here to stay. Companies today must meet the needs of their workforce or risk losing talent to employers that do.

II. Write an outline. (20 points)

Read the following passage carefully and compose a "Topic Outline" for it.

Establishing Good Relationships with Instructors

As class sizes across the country continue to rise, many community college students are struggling to connect with instructors. To combat some of the potential issues of over-sized classes, or to benefit from smaller classes, students must strive to build positive working relationships with instructors.

One of the primary benefits of building effective relationships with an instructor is a student's ability to receive more specific feedback and instruction, whether you are taking pre-requisite or elective courses. Students who establish positive professional relationships with instructors can obtain more insight on how to create a specific course plan for increased progress.

As researcher Linda Jacobson suggests, students should meet with instructors after large assignments or tests are returned. A "mini-conference," or meeting with an instructor, provides both parties with an opportunity to focus on the finished final assignment, essay, or test. Additionally, the more students meet with instructors early in the course, the less time students will need to meet with an instructor later on in the course—as you have already solidified your course fundamentals.

In addition to helping students with coursework, building positive relationships with instructors also allows students to foster a positive interaction that can open up the opportunity for dialogue if a disagreement later arises. Whether students disagree with a designated grade or disagree with an instructor's course content or teaching strategies, a strong relationship, established early in the course, can allow a student and instructor to more fruitfully negotiate any potential concerns.

Then, how could students establish a positive relationship with their instructors? Meeting with an instructor individually is one of the best ways to establish a positive working relationship. As Jacobson explains, "Individual conferences and thorough evaluation make it possible to clarify specific concepts that, for a particular student, may not have been clear from the text or general classroom discussion."

Meeting individually with an instructor also provides students with an opportunity to receive positive written and oral feedback from the instructor. When students engage in this type of process and receive specific information, they can focus on improvement and build on strengths.

Besides, it is strongly recommended to meet during the instructor's office hours. As Ecampus explains, "You probably aren't going to get very far if you try to talk to your professor immediately before or after class. Instead, drop by to see him during his regular office hours or send him an email to request an appointment. Your professor will be able to devote more attention to the issues you wish to discuss if you confront him at the appropriate time." The instructor should announce his/her office hours on the first day of class; however, if he/she does not, students can simply inquire about office hours before or after class, or via email.

By taking active steps to develop a rapport and relationship with their instructors, students can not only improve their academic performance but also open lines of important communication.

III. Compose an essay. (60 points)

Challenges make life interesting, and overcoming them makes life meaningful. How do you understand this statement? Write an essay (about 300 words) to express your opinion.