

良好的转换可以连接段落，将不连贯的文字转换成统一的整体。

转换可以帮助读者了解段落如何协同，相互引用，并建立一个更大的观点，而不是将段落作为单独的想法。产生良好转换的关键是强调相应段落之间的连接。

通过在一段中引用前面段落的相关材料，作者可以为读者提出重点。在一个段落结束的地方继续另一个段落是一个不错的想法。

但是，可能表明这些段落根本不属于一起的。从前一段中提取关键短语并在下一段中强调它们可以为读者创造一个明显的连续。很多时候，只需要几个字就可以连接。

不要写出可以将任何段落间连接的几个转换词，而是写一个只将一个特定段落连接到另一个特定段落的转换词就可以了。例如，Overall, Management Systems International has logged increased sales in every sector, leading to a significant rise in third-quarter profits. **Another important thing to note is that** the corporation had expanded its international influence.

第二句在第一句结束的地方继续，似乎没有什么问题，但是不够连贯。我们少加修改，用第一句里的关键词来连接第二句会更顺畅。请看：Overall, Management Systems International has logged increased sales in every sector, leading to a significant rise in third-quarter profits. **These impressive profits** are largely due to the corporation's expanded international influence.

下面是各类转换词：

To Compare: (比较类)

whereas, but, yet, on the other hand, however, nevertheless, on the contrary, by comparison, where, compared to, up against, balanced against, vis a vis, but, although, conversely, meanwhile, after all, in contrast, although this may be true

To Prove: (证明类)

because, for, since, for the same reason, obviously, evidently, furthermore, moreover, besides, indeed, in fact, in addition, in any case, that is

To Show Exception: (例外类)

yet, still, however, nevertheless, in spite of, despite, of course, once in a while, sometimes

To Show Time:(时间类)

immediately, thereafter, soon, after a few hours, finally, then, later, previously, formerly, first (second, etc.), next, and then

To Repeat: (重复类)

in brief, as I have said, as I have noted, as has been noted

To Emphasize: (强调类)

definitely, extremely, obviously, in fact, indeed, in any case, absolutely, positively, naturally, surprisingly, always, forever, perennially, eternally, never, emphatically, unquestionably, without a doubt, certainly, undeniably, without reservation

To Show Sequence:(序列类)

first, second, third, and so forth. A, B, C, and so forth. next, then, following this, at this time, now, at this point, after, afterward, subsequently, finally, consequently, previously, before this, simultaneously, concurrently, thus, therefore, hence, next, and then, soon

To Give an Example: (举例类)

for example, for instance, in this case, in another case, on this occasion, in this situation, take the case of, to demonstrate, to illustrate, as an illustration, to illustrate

[To Summarize or Conclude](#): (总结或结论类)

in brief, on the whole, summing up, to conclude, in conclusion, as I have shown, as I have said, hence, therefore, accordingly, thus, as a result, consequently

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