

2.1 通用拼写

下述拼写属于英美通用方式，在考试中不会因此而减分。左右两种都可以。

British	American
acknowledgement	acknowledgment acknowledgement
adviser	advisor
ageing	aging
aeroplane	airplane
aluminium	aluminum
analogue	analog
annex, annexe	annex
apologise, apologize	apologize
archaeology	archeology, archaeology
artefact	artifact
axe	ax, axe
analyse, analyze	analyze
behaviour	behavior
cancelled	canceled, cancelled
catalogue	catalog(ue)
centre	center
cheque	check
chilli, chili	chili
colour	color
cosy	cozy
counsellor	counselor
criticise, criticize	criticize



British	American
defence	defense
dialogue	dialog(ue)
disc, disk	disk
doughnut	donut, doughnut
draught	draft
emphasise	emphasize
enquiry, inquiry	inquiry
enrol	enroll
favour	favor
fibre	fiber
flavour	flavor
fulfil	fulfill, fulfil
glamour	glamour, glamor
grey	gray
harbour	harbor
honour	honor
jail, gaol	jail
jewellery	jewelry
judgement	judgment
kerb (n.)	curb
kilometre	kilometer
labour	labor
licence (n.)	license
litre	liter
manoeuvre	maneuver



British	American
metre	meter
mould	mold
naught	nought
neighbour	neighbor
offence	offense
organisation	organization
parlour	parlor
plough	plow
practise (v.)	practice
practice (n.)	practice
programme	program
pyjamas	pajamas
realise	realize
rigour	rigor
saviour	savior
savour	savor
sceptical	skeptical
skilful	skillful, skilful
speciality	specialty
sulphur	sulfur
theatre	theater
traveller	traveler
travelling	traveling, travelling
tyre	tire
vice	vise, vice
vigour	vigor
woollen	woolen



2.2 两种拼写

adviser=advisor

archaeology=archeology

barbeque=barbecue

catalogue=catalog

cheque=check

commonsense (连写, 形容词)

common sense (常识)

drop off

drop-out

drop out

dropout

enrollment=enrolment

environmentally friendly=environmentally-friendly (空格或加连词符均可)

fibre=fiber

jewellery=jewelry

licence=license

website=web site

programme=program

high-rise (有连字符, 代表高层的)

high rise (有空格, 代表高层建筑)

open-book (有连字符, 表示开卷)

open book (有空格, 表示容易被人看透的人)

hot-dog (有连字符, 译为“表演技巧”)

hot dog (有空格, 译为“热狗”)

second-hand (有连字符, 译为“二手的, 旧的”)

second hand (有空格, 译为“秒针”)

specialised=specialized

traveller=traveler

travelling=traveling



2.3 必须连写的词

1. 第一组: A~E

airport	antibiotics
automobile	bookkeeper
bookshelf	bookshop
bookstore	boyfriend
breathtaking	checkbook
childcare	cocktail
countryside	crossroads (连写, 必须加s)
deadline	downtown
downward	employment
extracurricular	eyesight

2. 第二组: F~H

feedback	flashlight
footprint	girlfriend
greenhouse	greyhound
guidebook	handbook
headquarters (连写, 必须加s)	headphones (连写, 必须加s)
headmaster	healthcare
heartbeat	helpline
hothouse	household
housekeeping	



3. 第三组：特别词汇

inter	interlibrary	注意：inter这个前缀与后面的词99%都是连在一起的，不用加连字符，也不要空格。在考试中，如果不确定，连写正确率更高。
	interpersonal	
micro	microbiology	注意：micro这个前缀与后面的词99%都是连在一起的，不用加连字符，也不要空格。在考试中，如果不确定，连写正确率更高。
	microchip	
	microscope	
	microwave	
mid	midday	注意：mid这个前缀与后面的词99%都是连在一起的，不用加连字符，也不要空格。在考试中，如果不确定，连写正确率更高。
	midmorning	
	midnight	
	midsummer	
	midterm	
	midweek	
	midwinter	
mini	minibus minicab miniskirt	注意：mini这个前缀与后面的词结合在一起，有加连字符的，也有直接写在一起的，需要特别背诵。
	motorbike	
	motorboat	
motor	motor car	注意：motor这个前缀与后面的词结合在一起，有加连字符的，有直接写在一起的，有加空格的，需要特别背诵。
	motorhome= motor home	
	motorcycle	
	motor racing	
	motorway	



over	overall	注意: over这个前缀与后面的词99%都是连在一起的, 不用加连字符, 也不要空格。在考试中, 如果不确定, 连写正确率更高。
	overhead	
	overseas (连写, 必须加s)	
	overstate	

4. 第四组: I~R

incoming	kilogram
landlady	landlord
landmark	layout
lifestyle	outskirts (连写, 必须加s)
loudspeaker	membership
network	newsletter
newsreel	notebook
noticeboard (常连在一起, 但也有分开写成notice board)	
online=on-line	lookout points (look与out连写, 表示观望点)
roommate	

5. 第五组: P~S

painkiller	passport
password	photocopy
postcode	psycholinguistics
railway station	raincoat
raindrop	rainwater
sandglass	sandwich
seafood	shoplifter
snowboarding	soundproof



sportswear (连写, 注意中间的s)	storehouse
subcommittee	submarine
subtitle	subtopics (这个词在词典上没有, 但是连写可能性更大)
subway	sunblock
sundial	sunlight
sunscreen	sunshade
suntan	supermarket

6. 第六组: T~W

textbook	underground
upward	videotape
watchdog	waterskiing
waterfall	waterproof
whiteboard	wildlife
workload	workshop
worthwhile	

7. 新增内容

second-hand	breath-taking
cooperative=co-operative	childcare
self-funded	close-up
self-sufficient	keyword
seven-screen	



2.4 加连字符的词

1. 第一组：特别词汇

mini	mini-series	注意：mini这个前缀与后面的词结合在一起，有加连字符的，有直接写在一起的，需要特别背诵。
	mini-system	
	mini-report	
	non-active	
	non-drinker	
	non-fat	
non	non-medicine	注意：non这个前缀与后面的词99%加连字符，在考试中，如果不确定，加连字符的正确率更高。
	non-resident	
	non-smoker	
	non-standard	
	non-start	
	non-stop	
	non-verbal	
self	self-access	注意：self这个前缀与后面的词结合在一起，经常使用连字符，在不确定时，可以加连字符变成形容词。
	self-defence =self-defense	
	self-discipline	
	self-funded	
	self-locking	
	self-sufficient	
well	well-organized	注意：well这个前缀与后面的词结合在一起，经常使用连字符，在不确定时，可以加连字符变成形容词。



2. 第二组: A~Z

audio-visual	CD-ROM
closed-circuit	close-up
clover-leaf	co-operation=cooperation
first-year student	full-time student
hard-hoofed	highly-trained (形容词有连字符)
hard-working	high-risk
long-term	long-time
low-risk	man-made
little-known	note-taking
one-way ticket	part-time
phone-in	pre-booking



2.5 空格词

air conditioner	bed linen
bed sheet	book list=booklist
check card	common room
date line	drop off (v.)
dropoff (n.)	drop out (v.)
dropout (n.)	eye drop
head office	help desk
ice skating	roller skating
tape script=tapescript	water clock

