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文都考研

写在开头也是分别时的话

相逢，问候，相处，告别。打开微信，每日一句已经到了 280 句。只希望 2020 早点过去！这一年不容易！但多年后留存在我们脑海里的只会是那些承载着青春回忆的记忆碎片。你记忆中会有这样的片段：熟悉的自习室，安静地复习了一天，熄灯后和研友们一起披星戴月，拖着疲惫的身体但却无比充实地回到宿舍，泡面的味道会承载这段时光，留存在大家的脑海里。其实不太愿意相信不久后我们将再也回不到熟悉的自习室，看不到那些熟悉的面孔；我很懂这种感受，是因为这一路，我们相互鼓励，相互扶持才走到今天！我感激你们对我的认可，更感念你们对自己梦想的支持！

考研这场战斗到了现在，不用害怕，不用紧张，我们都已尽力！我们都是为了彼此的选择而负责的人。但我们必须完成最后的坚守！因为没有人会关心你付出过多少努力，撑得累不累，摔得痛不痛，他们只会看你最后站在什么位置，羡慕或鄙夷。我们不是在乎别人的评价，而是不愿意向这个残酷世界投降，更不愿意把这世界的美好留给我们鄙视的人。我们的坚持必须要有结果！

当然，很快你会有新的方向，会去到美丽的远方，我也会被你们忘记。但我还会继续坚守这个讲台，待再相逢时，一切还会熟悉，彼此一声珍重就是时间给我们最好的礼物。

这份讲义是我给大家铸就的最后的一把宝剑。关注各种热点，完成更新和整合写下这份尽可能详实却负担不重的讲义，为了给大家更多选择，有时同一个含义给了近十种表达，在这本书中所提及的内容几乎涵盖了所有的可能话题。多年来，这本书也得到了实践的检验。只要大家认真背诵，稍加灵活的运用就一定能帮到大家。所以失败只有两种：不背和背错！纵有疾风起，人生不言弃！只要努力了就一定会成功！尤其是基础不好的同学更要好好背诵，今年讲义内容更易于背诵。我们不会让彼此失望！扬眉剑出鞘！

每年 KK 都和大家分享两种我虽不能至，却一直心向往之的情怀：

1. 为天地立心、为生民立命、为往圣继绝学、为万世开太平。

As Zhang Hengqu noted, "To ordain conscience for Heaven and Earth; To secure life and fortune for the people; To continue lost teachings for past sages; To establish peace for all future generations".

2. “有两种东西，我对它们的思考越是深沉和持久，它们在我心灵中唤起的惊奇和敬畏就会日新月异，不断增长，这就是我头上的星空和心中的道德定律。”

As Kant said, "Two things fill me with constantly increasing admiration and awe, the longer and more earnestly I reflect on them: the starry heavens without and the moral law within.

(Two things fill the mind with ever new and increasing admiration and awe, the more often and steadily reflection is occupied with them: the starry heaven above me and the moral law within me.)"

我会陪着你们走到最后，不离不弃！祝愿大家 2021 考研成功！

第一部分：考研英语大作文话题类型与写作方略

- 奉献爱心
(2001 年考题类型“社会道德话题”)
- 文化交流
(2002 年考题类型“社会道德话题”)
- 温室里的花朵经不起风吹雨打
(2003 年考题类型“个人品质”)
- 终点又是新起点
(2004 年考题类型“个人品质”)
- 养老足球赛
(2005 年考题类型“社会道德话题”)
- 青少年盲目崇拜
(2006 年考题类型“社会道德话题”)
- 自信
(2007 年考题类型“个人品质”)
- 合作
(2008 年考题类型“个人品质”)
- 网络的“远”与“近”
(2009 年考题类型“科技话题”)
- 文化“火锅”，既美味又营养
(2010 年考题类型“文化话题”)
- 旅游之余
(2011 年考题类型“社会道德或环保话题”)
- 乐观和悲观
(2012 年考题类型“个人品质”)
- 选择
(2013 年英语一考题类型“个人品质”)
- 孝道和关爱
(2014 年英语一考题类型“社会道德话题”)
- 手机时代的聚会
(2015 年英语一考题类型“科技话题”)
- 不如做个榜样：榜样的力量
(2016 年英语一考试类型“个人品质”)
- 有书和读书
(2017 年英语一考试类型“个人品质”)
- 面对困难勇于挑战
(2018 年英语一考试类型“个人品质”)
- 坚持到底
(2019 年英语一考试类型“个人品质”)
- 良好的习惯
(2020 年英语一考试类型“个人话题”)
- 手机订阅人数变化
(2010 年英语二考题类型“有形社会话题”)
- 国内轿车市场份额变化
(2011 年英语二考题类型“有形社会话题”)
- 员工满意度调查
(2012 年英语二考题类型“有形社会话题”)
- 大学生兼职
(2013 年英语二考题类型“有形社会话题”)
- 城乡人口变化
(2014 年英语二考题类型“有形社会话题”)
- 我国某市居民春节假期花销比例
(2015 年英语二考试类型“有形社会话题”)
- 某高校学生旅游目的调查
(2016 年英语二考试类型“有形社会话题”)
- 博物馆和参观博物馆人数的增加
(2017 年英语二考试类型“有形社会话题”)
- 消费者选择餐厅时关注的因素
(2018 年英语二考试类型“有形社会话题”)
- 毕业生就业意向
(2019 年英语二考试类型“有形社会话题”)
- 大学生的手机阅读习惯
(2020 年英语二考试类型“有形社会话题”)

第一段的写作方略：

第一句：图画描述句：

解决方案一：

四种结构：完全倒装，非谓语动词，定语从句，独立主格

As is shown above, in the middle of the picture stands/walks/sits/lies/runs 中心对象

解决方案二：

As is shown above, there are/is 主体/中心对象. If we take a closer watch, it is of little difficulty to find that 中心对象 is/are doing sth. Meanwhile, the attractive caption in the picture reads:

解决方案三：

As is shown above, the picture is quite simple at the first glance, while it seems to be profound and thought-provoking on the second thought. The distinctive feature in the picture that impresses me most is _____.

解决方案四：

As is shown above, the drawing presents a humorous (ridiculous/interesting / harmonious) scene, in which _____. The most striking feature of the cartoon is the fact that _____.

解决方案五：

Indicated above is a picture showing/illustrating/depicting/demonstrating that _____.

第二句：图画影响句：

1. Reportedly, the great concern among the public has been aroused by this picture.

据报道，这幅图画引起了公众的极大关心。

2. This picture generates a great concern among the public.

这副图画引起了公众的关心。

The general public's interest has been stimulated by this picture.

这幅图画引起了公众的兴趣。

3. The topic illustrated by the picture will make good copy in the newspaper.

这副图画所展示的话题将成为新闻报道的好素材。

4. This picture has stimulated a heated discussion on the WeChat, the most influential social network of our country, these days.

最近，这幅图画在微信上引起了热烈的讨论。（中国最有影响力的社交网络）

5. This picture captures the online community's great attention and abundant imagination.

这幅图画引起了网络群体的关注和想象。

6. People are drawn by the truth disclosed by this picture.

人们被这幅图画所揭示的事实所吸引。

7. The drawing above dramatizes an issue/phenomenon that captures the public imagination/attention.

上图表现了一个问题/现象，引起了人们的想象/关注。

8.The picture has sparked a wide-ranging discussion that involves professionals as well as laymen alike.

图画引起了广泛的讨论，既涉及到专业人士也涉及到非专业人士。

9.The public is astonished by the uncomfortable/bitter truth revealed/disclosed by this cartoon.

公众对于这幅图画所展示出来的令人不舒服的/苦涩的事实感到惊讶。(负面话题)

10.The topic reflected in the picture has gone a trending topic on some social media, with many users sharing it and commenting on it recently.

最近，图画反映的这个话题已经成为了社交媒体的一个热门话题，很多用户在分享和评论。

11.The picture has sparked/stimulated/triggered/generated/induced an intense discussion among the general public.

这幅图画引起了公众的热烈讨论。

12.This picture has triggered a heated discussion on the Weibo, the most influential social media in china.

这幅图画在微博上引起了热烈的讨论。(中国最有影响力的社交媒体)

13.The first impression of the picture is one of surprise/curiosity/fun, which gradually leads/gives way to my deep thought.

这份图画给我的第一印象是惊讶/好奇/好笑/,而渐渐的就引起了我更深刻的思考;

14. The underlying implication of the picture has great bearing on one's personal growth.

这副图画的隐藏含义对于一个人的个人成长而言有很大的影响。

第三句：图画意义句

1.Simple as the picture is, the author intends to convey much more complicated and profound meaning than what we may sense at the first glance.

虽然图画很简单，但是作者却在传递着比我们第一眼看到的要复杂很多，深刻很多的意义

2.This simple picture touches a deep cord of the complex social fabric.

这幅简单的图画深深触及了复杂社会结构的一环。

3.The drawing truly displays a status quo that is worthy of our attention.

这幅图画确实展现了值得我们关注的现状。

4.We cannot afford to turn a blind eye to the problem highlighted by this picture.

对于图画所展现的问题我们无法忽视。

5.It is tempting to accept the picture by its simple appearance, but to neglect the profound implication that its author tries to convey.

人们很容易接受这幅图画简单的外表，但是容易忽视其作者试图传递的深刻的含义

6.This picture conceals a deeper and far-reaching meaning than it appears to be.

这副图画展现了比其看起来更深远的意思

7.This picture gives this kind of social phenomenon the prominence that we are obliged to take it in a proper and prompt manner.

这幅图画使人们关注这一社会现象，我们必须要用恰当且及时的方式来对待它。

8. It will be a serious mistake to play down the influence of the issue underlined by the above

picture.

如果忽视图画所强调的问题的影响将是一个严重的错误。

9. The picture carries a profound message that demands our devoted attention and instant action.

这副图画传递而来深刻的信息，需要我们特别专注和立即行动。

10. It is easy for the readers to treat the picture only at its face value, while to ignore the profound morals that the author has instilled.

对于读者来讲，比较容易只看到其表面的含义，而忽视其作者想表达的深刻意义。

11. Given its profound social implication, the meaning behind it is well worth our endeavor to explore.

考虑到这个图画深刻的社会影响，这幅图背后的含义是值得我们付出努力探究的。

“个人能力和品质”的写作步骤

某种品质对成功很重要:

可能出现的主题词:

1. 顺境与逆境 (Favorable Circumstances and adverse Circumstances)
2. 勤奋 (hard working, diligence, painstaking efforts)
3. 谨慎 (prudence and determination)
4. 坚持/毅力 (perseverance, persistence, determination)
5. 热情和乐观 (enthusiasm and optimism)
6. 博学和求知 (learnedness and seeking knowledge/pursuit of knowledge)
7. 活力 (vitality)
8. 身强体壮, 充满活力 (bursting with vitality and good health)
9. 独立 (independence)
10. 感恩 (gratitude, gratification)
11. 创新 (creation, innovation, critical mind, critical thinking, unconventional thinking)
12. 鼓励 (encouragement)
13. 真诚 (sincerity)
14. 宽容 (humanity, love, understanding and tolerance)
15. 自满和谦逊 (Being self-satisfied and being modest)
16. 勇敢 (courage and bravery)
17. 敬业精神 (professional dedication and professional ethics)
18. 业务水平 (competence)
19. 苦难 (suffering and hardship)
20. 简朴 (simplicity)
21. 谦逊的耐心 (moderation and patience)
22. 适应性 (adaptability)
23. 果敢性 (decisiveness)

24. 羡慕 (admiration;) 嫉妒 (jealousy; envy)
25. 榜样 (example, model)
26. 时间管理 (time management) 守时 (punctuality)

第二段的写作方略：

第一句：

1. The picture tells us that nothing can be compared with creation or innovation when it comes to the cultivation of individual characteristics./for the personal growth.

这幅图告诉我们，在培养个人品质方面，没有什么比创新更重要的了。

或者：

2. A distinctly clear message is revealed in this picture that the spirit of creation seems to underlie almost all human successes, which is also a truth that is universally acknowledged.

这幅图清楚地揭示了一个信息，即创造的精神似乎是几乎所有人类成功的基础，这也是一个普遍公认的真理。

或者

3. This invaluable quality, as the author of the picture intends to suggest that, is part and parcel to the personal growth. Its absence will definitely lead to one's poor performance and lower achievement.

这幅画的作者有意暗示，这种无价的品质是个人成长的一部分。它的缺失肯定会导致一个人的表现不佳和成就低下。

或者

4. It is manifested in the picture that the courage to think outside the box is the key not only for the growth of an individual but also for the nation as a whole.

这幅图显示跳出固有思维模式的勇气不仅是个人成长更是整个国家发展的关键。

或者：

5. The author sends us a clear message via this drawing that the spirit of creation underlies all forms of human successes and national development.

作者通过本图向我们传达了一个清晰的信息：创新精神是一切个人成功和国家发展的基础。

第二句：

1. Put it another way, without it, one could hardly/barely taste victory/ achieve their goal.

换句话说，没有它，一个人很难尝到胜利的滋味。

或者：

2. Put it another way, the adventure spirit is a key ingredient of the modern recipe to success, either for individuals or for a nation.

换句话说，冒险精神是现代成功秘诀的关键成分，无论是对个人还是对一个国家。

或者：

3. To be sure, without the courage to engage in unknown journey, we would have no advance

to speak of.

如果没有参与未知旅程的勇气我们就不会有任何进步可言。或者

4.To be sure, without the courage to embrace unexpected detours or setbacks, we would have no advance to speak of.

如果没有拥抱意外的弯路或挫折的勇气，我们就不会有任何进步可言。

或者：

5.Those who stick to creative thinking will surely attain fair returns, favorable positions or even fantastic feats.

那些坚持独立思考的人一定会获得公平的回报，有利的职位甚至辉煌的成就。

或者：

6.Those equipped with the quality of critical thinking will achieve whatever they resolve to do.

那些具备批判性思维的人将会实现他们决心要做的任何事情。

或者：

7.Fairly speaking, to do the big thing, one must have this urge to take on the unfamiliar/unexpected route. The adventure spirit indeed serves as the driving force for the progress of our society.

公平地说，要做大事，必须有这样的冲动，不走寻常路。冒险精神的确是推动社会进步的动力。

第三句：

1.Due attention to this quality is attached by individuals and even the whole society.

或者

2.Many people take substantial note of this character.

各界人士都十分重视这种品质。

或者

3.No one would deny that, the creation spirit is truly the fundamental attribute of top performers, which separates the high achievers from the rest of the pack.

或者

4.This personal trait is what distinguishes top-performers from the rest of the pack, which not only boosts their career, reap in profits but also facilitate the advancement of the whole society.

或者：

5.In our era, also, this quality makes some outstanding companies or people stand out.

或者

6.Fortunately, the topic of creation and innovation has been now high on the agenda of the government.

现在创新的话题已经受到了政府的重视。

第四句

1.People with spirit of independence cannot only accumulate wealth, but will also establish their career, fit into society, and even attain social status.

或者

2.The key of individual success lies in one's possession of this quality.

一个人成功的秘诀就在于拥有这一品质

One's focusing on the target and unwavering perseverance will further guarantee this well-accepted fact.

而且一个人能专注于目标并不懈的努力那就更是如此了。

或者举例：

Huawei

Huawei, a great company creating the new industrial legend in 5G era, gives out a clear message that innovation serves as the powerful engine that generates value. To put it the other way around, HUAWEI would gradually fade out with the absence of independence in operation and innovation in designs.

华为，一家伟大的公司，创造了 5G 时代新的工业传奇，华为向我们传达了一个清楚的信息：创新提供了价值创造的动力。换句话说，如果没有独立运营和设计创新，也许就会逐渐被人遗忘。

Oprah Winfrey

Oprah Winfrey was born into the poverty and experienced considerable hardship in childhood, but she has been well accepted as "Queen of All Media". As the legend of our times, her life story manifests a noncontroversial truth that persistence and fortitude in the face of difficulties and adversities are essential for us to achieve our goals and surpass ourselves.

生于贫穷、经历过悲伤的童年，Oprah Gail Winfrey 后来成为了“媒体之后”。作为这个时代的传奇，她的人生历程告诉我们一个不争的真理：在困难面前的坚持和勇毅是实现目标和超越自我的基本要素。

Elon Musk

Many are attempting to translate ideals into products and realities. However, a string of factors are frustrating us, the foremost of which is the reluctance to act. But it is not for Elon Musk. Thanks to his dare-devil enterprising spirit, Tesla and Space X have become hallmarks of the new era and inspired youngsters to shrug off the conventional shackles.

许多人试图将观念转化为产品和现实。然而，一系列因素使我们感到沮丧，其中最重要的是不愿采取行动。但是这却没有影响 Elon Musk。由于他勇敢的创新精神，Tesla 和 Space X 成为了新时代的象征，激励着年轻人摆脱传统的羁绊。

马云

Version1

Jack Ma, capturing the world focuses with global T-mall shopping festival, perfectly illustrates the importance of perseverance/innovation in realizing personal ambition and generating value for the society.

马云用天猫国际购物节吸引了世界的关注，他诠释了坚持/创新或其它品质对实现抱负和创造价值的重要作用。

Version 2

A great example of benefits of perseverance would be the success story of Jack Ma.

(Jack Ma is the living proof of the importance of the innovation.)

He had no educational background in technology and didn't have a degree from any top-tier University, but he became a dot-com billionaire with his persistent innovation in online market place.

马云虽然没有任何技术背景也没有在尖端学府求学的经验,但随着中国最赚钱的电商阿里巴巴的上市,他成为了新的互联网亿万富翁。他的成功故事向我们提供了一个鲜活的例证,证明了坚持/创新或其它品质对实现抱负和创造价值的重要作用。

Version 3

Jack Ma has been often quoted as a prime example of ambitious personal goal and sustained endeavor, as the huge success of Alibaba captures the whole world's attention and sparks many youngster's passion.

马云经常被人们引为雄心勃勃的个人目标和持续努力的典范,因为阿里巴巴的巨大成功引起了全世界的关注,激发了许多年轻人的热情。

霍金的例子

Stephen Hawking, the great genius of our age, is a person with the determined spirit. On the road to discover the secret of universe, he has tried and failed countless times, but he never gives up and tries to turn to different aspects for inspiration. His innovative thought has given birth to a string of revolutionary theories reshaping our understanding of human beings and universe.

霍金,当代伟大的天才,是一个具有坚定精神的人。在探索宇宙奥秘的道路上,他无数次尝试过,也失败过,但他从未放弃,试图从不同的方面寻求灵感。他的创新思想催生了一系列革命性的理论,重塑了我们对人类和宇宙的认识。

郎平的例子

Take Lang Ping, the head coach of the Chinese women's volleyball team, for example. She has guided this team to carry on the spirit of never giving up and won a string of world champions. This team has become a symbol of striving and competing. Lang Ping's story also inspires every one of us, in sports or in daily lives.

以中国女排主教练郎平为例吧。她带领这支中国女排传承了永不放弃的精神,并且带领这支队伍获得了一系列金牌。这支队伍已经成为了拼搏与竞争的象征。郎平的故事也在激励着无论是运动场上的还是日常生活中的每一个人。

科比的例子

NBA legend Kobe Bryant is a shining and fitting example. We may have heard his famous quotation that "somebody has to win, so why not be me." Apart from his ambition and goal, the trait discussed here facilitates and fosters his glorious success.

袁隆平的例子

Take Yuan Longping, the father of hybrid rice, the winner of China's Medal of the Republic, for example. He has devoted his whole life to the research and guaranteed the food safety of our country.

It is not hard to imagine without the courage to confront the adversity he cannot realize such feat. 以杂交水稻之父袁隆平为例，他是共和国勋章得主。他毕生致力于研究，保证了我国的食物安全。不难想象，没有勇气面对困难，他无法实现这样的壮举。

最后一句

In a sense, this human quality lies at the core of the blueprint to success.

从某种意义上说，人的这种品质是成功蓝图的核心。

或者

In other words, were there no the spirit of creation, we would never taste the real happiness of the successful life.

换句话说讲，要是没有独立的精神我们就不可能获得成功的喜悦。

完整段落的组合（1）：

The ability of innovation, as the author of the picture intends to suggest that, is part and parcel to the personal growth. Its absence will definitely lead to one's poor performance and lower achievement. To be sure, without the courage to embrace unexpected detours or setbacks, we would have no any advance to speak of. No one would deny that, critical thinking is truly the fundamental attribute of top performers, which separates the high achievers from the rest of the pack. Meanwhile, the key to individual success lies in one's possession of this quality. This well-accepted fact is affirmed by one's focusing on the target and unwavering perseverance.

正如这幅画的作者所暗示的那样，创新能力是个人成长的一部分。它的缺失肯定会导致一个人的表现不佳和成就低下。当然，如果没有勇气去拥抱意想不到的弯路或挫折，我们就不会有任何进步可言。没有人会否认，批判性思维确实是表现最好的人的基本属性，它将成功者与其他人区分开来。同时，个人成功的等式的关键是一个人拥有这种品质。这个公认的事实，是由一个人专注于目标和坚定不移的毅力所证实的。

（112 字）

完整的段落组合（2）：

The picture tells us that nothing can be compared with creation or innovation when it comes to the cultivation of individual characteristics. Put it another way, the adventure spirit is a key ingredient of the modern recipe to success, either for individuals or for a nation. A great example of benefits concerning perseverance would be the success story of Jack Ma. He had no educational background in technology and didn't have a degree of any top-tier University, but he became a dot-com billionaire with his persistent innovation in online market place. In other words, **if there were no spirit of creation**, he would never have shaped such remarkable success of Alibaba.

（111 字）

第三段的写作方略：

版本一：

所以，毫无疑问，还能找出很多像乔布斯，马斯克，扎克伯克这样的例子，但是他们已经足以说明创新加上持续的努力是在任何领域中取得成功的根本品质。一个想要拥抱辉煌未来的年轻人必须毫不犹豫的付出时间和努力！将来已经到来。它始于现在。

Instances like Steve Jobs, Elon Musk, and Mark Elliot Zuckerberg could be easily multiplied, but these will suffice to show that _____ is essential to our success. Finally, a youngster who aspires to embrace the glorious future must commit the time and energy without any hesitation. The future has arrived. It commences now.

版本二

第一句：

The picture, to some degree, helps us reflect the common individual success and enlightens us to wonder the meaning of life and its permanent spiritual values. The spirit of independence will entitle us not only the material wealth but also the way to make life meaningful. So as to have a meaningful and happy life, we should commit ourselves to strive for a decent and desirable goal with the guidance of this quality.

从某种程度上讲，这幅图画使我们去反思传统的成功，启发我们去探究生命的意义和那些永恒的精神价值。独立的精神能使我们不仅可以获得物质财富，还能让我们找到使生命更有意义的道路。所以获得幸福和充满意义的生活的最可靠的方式在这种精神的伴随下，为了一个值得的目标，自己不断地努力。

版本三：

To a large extent, we are compelled by this drawing to **argue that success usually begins with one's state of mind or one's determination. And the merit discussed above is essential for us to embark on the journey to personal success and to arrive at our lofty destination. From my personal perspective, to overlook the importance of self-reliance will inflict great losses on our personal improvement, as it does serve as the irreplaceable element in the formula for individual survival and success.**

很大程度上，这幅图画使我们认为成功往往开始于一个人的思维状态和他的决心。以上所讨论的品质对于我们开始成功之路和抵达更高终点而言是非常必要的。从我个人的角度讲，忽略了自立的重要性对于我们的个人进步而言将会造成巨大的损失。因为这种品质在我们个人成长和成功的公式中充当着必不可少的因素。

版本四：

We are inspired by the picture to explore the real essence of perseverance and persistence. It enables us to transform our aspirations from a state of potentiality into one of reality. If we are determined to achieve our success, we may learn from these illuminating words: "Great works are performed not by strength, but by perseverance."

我们受到这幅图画的启发去探究坚持的真正意义。这幅图画让我们渴望从一种可能的状

态变成现实。如果我们决定达到成功，我们就应该知道：完成伟大的事业不在于体力，而在于坚韧不拔的毅力。

版本五：

Just as Bertrand Russell put it, "Three passions, simple but overwhelmingly strong, have governed my life: the longing for love, the search for knowledge, and unbearable pity for the suffering of mankind." So, the surest way to have a meaningful, happy life is to commit ourselves to striving for a decent and desirable goal with the guidance this quality.

正如罗素所说的那样：对爱情的渴望，对知识的追求，对人类苦难不可遏制的同情，是支配我一生的单纯而强烈的三种感情。所以，获得有意义的和快乐人生的最确定之路是在这种素质的引导之下为了体面和正面的目标而努力。

版本六：

第一句：

Anyone who is qualified to attain the happiness must be equipped with this spirit.

任何能真正获得幸福的人都必须具有这种精神，这种精神不仅能产生物质财富和一般意义的成功，而且能让我们获得真正的有意义的人生。

第二句：

所以找到一个对自己和对这个世界都重要的目标能帮我们找到一条通往成功的确定之路，我们不断努力，我们就能最终到达幸福的终点站。

16. So, doubtless, setting goals mattering both to ourselves and others will help us find the most reliable way to gain happy life and our continuous devotion to the goal will definitely bring us to the terminal of happiness.

“社会道德话题”写作步骤：

正面展开：

为评价一种好的社会现象。

1. 爱国主义 (Patriotism)
2. 努力工作 (hardworking)
3. 勤俭 (plain living),
4. 相信科学 (belief in science),
5. 为人民服务的意识 (consciousness of serving the people),
6. 团结互助 (solidarity and helping each other),
7. 诚实守信 (honesty, credibility and being trustworthy),
8. 遵纪守法 (observation of the law)
9. 中华传统美德 (traditional Chinese values)

勤 hardworking 俭 Thrift 信 honesty, 孝 filial piety/filial duty/filial respect
礼 courtesy, 忠 loyalty, 仁 benevolence, humanity and humaneness 爱 affection

- 10. 现代美德 (modern virtues)
- 志愿者精神 (volunteer spirit)
- 契约精神 (spirit of contract, observation of the law, abiding faith of the law)
- 11. 社会公德 (public morals)
- 12. 梦想的力量 (the power of dream)
- 13. 文化融合 (Cultural integration/combination/fusion/blending/mixing)
- 文化交流 (Cultural exchange/communication/ interchange/ interaction)
- 文化传播 (Cultural transmission)
- 多元文化 (pluralistic culture)
- 跨文化 (inter-culture, cross-culture; alien culture; foreign culture)
- 文化多样性 (cultural diversity)

第二段的展开:

正面入手:

第一句:

It is revealed in the picture that *the embodied quality* continues to serve as the determinant force behind social development in the foreseeable future.

本图体现了一个事实: 本图反应的这种品质将继续在可预见的将来作为决定性的力量推动社会发展。

或者

The picture tells us that *volunteer spirit* is and remains to be an integral part in this ever rapid changing modern society.

这幅图画告诉我们在如此快速发展的现代社会中, 志愿者精神将一直是不可或缺的部分。

第二句:

1. Apparently, the new age is starting to upset the old balance and generate new challenges. It is the time-honored virtues that sustain the continued social progress. They support us to better ourselves in life. Among them, this quality stands out as one of the most far-reaching.

当快速的经济增长正在打破旧有平衡的时候, 一些传统的美德支撑着社会的持续进步, 也支持我们提升自己的生活; 而志愿者精神正是其中影响力最深远的。

或者

2. This characteristic serves as the key link for the development chain of many sectors. It is not hard to imagine its deficiency in general will inflict great loss on us.

这一品质是很多领域发展中的重要一环, 不难想象它的缺失会给我们带来巨大的损失。

或者

3. This distinct quality forges a central element in the supporting structure of our society. If we put this precious quality in secondary place or overlook it in any possible manner, our society will not able to grow steady.

这独特的品质是我们社会支撑结构的核心要素, 如果把这种宝贵的品质放在次要的地位或者以任何方式忽略它, 我们的社会都将不能稳定地发展。

或者

4. This merit builds the backbone of our society. Our citizens' livelihood and communities' growth are rested on this bedrock. In the absence of this quality, the train to progress would have been delayed or even derailed and we would be left in a desperate wildness

这一品质是促进我们社会发展的和提升我们整体生活水平的中坚力量。如果没有这一力量，我们进步的列车有可能会晚点，甚至会出轨，我们会陷于一片绝望的荒芜中。

或者

5. Some of us focus on material benefits and business profits to some extent. It alerts us to the possible moral decline in this newly-rich society. Fortunately, some moral codes have kept us attentive to the good for all. They nurture responsible citizens. This force can be the most appealing one.

经济增长使公众的注意力集中在物质利益和商业利润之上；这就是我们要关注于在这个新兴社会中可能产生的灾难性的道德滑坡。幸运的是，一系列强大的道德标准令我们更加关注于对整个社会的大善，这些道德培养了一些有责任感的公民。这种品质无疑是其中最具吸引力的。

6. 或者

While we have enjoyed decades of economic development, many are also worried about the possible moral decline. Fortunately, a set of virtues have firmly held the ground, bringing about responsible citizens and creating the positive atmosphere at the same time. The spirit of solidarity and helping each other is surely one of the most prominent.

虽然我们经历了几十年的经济增长，但是很多人也在担心可能的道德滑坡。但是一系列的道德规范稳住了局面，为这个社会塑造了有责任的公民，同时还培育积极的社会风气。而志愿者精神就是其中最显著的。

第三句

People can obtain financial aids, material support, mental comfort or spiritual back from your help.

人们能从你的帮助中获得经济上的帮助，物质上的支持，精神上的抚慰和心灵上的支持。

第四句

Being the beneficiary of *such good deeds* inspires us to act that way toward a third person. In other words, this quality will create a virtuous cycle to promote overall social advancement.

受益于这种好的行为，会使我们用这样的方法对待第三个人；换句话说，这种品质可以营造一个良性循环促进整个社会的发展。

或者：

Acts of sacrifice and decency also creates ripple effects. These decent deeds can lift up families and communities, spread opportunities and boost our economy. Eventually, they will reach folks in the far corners of our society with strength and goodness.

奉献的行为能产生涟漪效应：提升家庭和社区，传递机会，促进经济，让遥远角落里的

人都能感受到力量和善意。

最后一句

There is no doubt that, this quality kindles the good nature within us and fires our enthusiasm to create happiness and beauty for the community. It is bound to accelerate the growth of the society.

毫无疑问，这种品质唤醒了我们心中美好，激发了我们为集体创造幸福和美丽的热情，是一定会推动社会进步的。

或者

Simply put, it inspires and boosts the sound evolution of our nation.

简单讲，这种力量激发并促进了我们国家的健康发展。

第三段的展开：

超级无敌结尾段：

版本一：

第一句

Beyond any doubt, our ardent love for life will promise the prosperity of this life-affirming force.

我们对于生活的热爱将确保这种生命正能量的繁荣。

第二句

And an ensuing brand new horizon of our society will be ushered.

而且随之而来的一个崭新的社会局面也会被开创。

第三句

Nevertheless, a coordinated mechanism must be established to ensure and guarantee rewarding effects brought by this positive phenomenon.

但是一个协调机制应该被建立起来以确保这种社会正能量的回报。

第四句

Only in a reasonable, prosperous and healthy atmosphere can we hope to witness the ideal scene in which people can enjoy their life to the uttermost, I argue.

只有在一个理性的，繁荣的和健康的环境中，我们才有可能见证到一个理想的场景，人们能最大化的享受他们的生活。

版本二：

第一句：

To make the world a better place, the positive momentum of this kind shall be made known and followed by people in every profession and in every corner.

为了让这个世界变成更好的地方，这种正能量应该被这个社会每个行业，每个角落的人所知晓和遵守。

或者：

To sketch a future in which all of us realize our talents and live our lives to the full, this quality is the brush we have to utilize without hesitation.

若要描绘一个大家都能人尽其材、尽享人生的未来，这种品质就是我们必须毫不犹豫使

用的那支画笔。

第二句:

It would not be a stretch to say that the world will become a big loving family if good-willing deeds like this become a common practice that happens on a daily basis.

不夸张的讲, 如果这样的善行能成为每天都发生的行为, 那么这个世界将变成一个有爱的大家庭。

第三句:

And once it takes root in the heart of every member of this society, the fruit will be the dazzling light that dispels darkness and creates harmony.

一旦这种品质在每个社会成员的心中扎根, 产生的果实将会是炫目的明灯, 去除黑暗, 创造和谐。

或者:

The presence of this improvement will make our social fabric stronger, our families healthier and safer, and our people more prosperous.

这种提升会使我们的社会结构更强, 我们的家庭更健康更安全我们的人民更繁荣。

负面入手的补充替换:

社会责任, 传统美德, 品质, 环保意识, 公共道德的缺失

第二段的展开:

第一句:

The picture does reveal that **lack of credibility** is in large measure detrimental not only to the personal life ,but to the further development of the whole society.

第二句:

1. In no country other than China, it has been said, is this problem more urgent and serious.

或者:

2. The past decade has witnessed a huge development in economy owing to some policy being carried out, bringing some problems at the same time, with the above one being the foremost.

或者:

3. The past three decades have witnessed our overwhelmingly excessive emphasis on material benefits and unawareness of the importance of credibility which has been increasingly becoming indispensable to the health of economy, the stability of polity and the pursuit of happiness.

过去的三十年中, 我们过分的强调物质利益, 忽视了诚信的重要性, 而诚信对于健康的经济, 稳定的社会和对于幸福的追求而言都是必不可少的。

第三句

1. More specifically speaking, individuals, enterprises, organizations and even the whole society fail to notice the damaging consequences of dishonesty when undergoing the dramatic social transformation.

更具体的讲，在经历剧烈的社会转型的过程中，个人，企业，组织甚至是整个社会都没有能注意到诚信缺失带来的危害。

或者

2.This human quality is part and parcel to the social development of our nation and its absence will inevitably inflict great losses on us.

这种品质对于这个国家的发展而言是重要的因素，它的缺失会不可避免的给我们造成危害。

或者

3.This great character, doubtless, is the steel that forges the supporting structure of this society, which will not be able to grow steady if this invaluable asset is ever neglected in any possible manner.

毫无疑问，这种伟大的品质铸就了这个社会的支撑结构，如果这种宝贵的财富以任何一种方式被忽略，我们的社会都无法稳定发展。

第四句和最后一句

1.It is not hard to notice that without honesty/credibility, an individual or an organization can hardly obtain wealth in the long run, especially in this fiercely competitive modern world. That will be a sorry state of affairs.

我认为，不难发现，要是没有诚信,在这样一个竞争激烈的现代社会中，从长期来看个人和组织是很获得财富了。那将是一个遗憾的局面。

或者：

第四句和最后一句

1.It is self-evident that national and individual prosperity requires a prevailing and flourishing trend of this driving force. Put it another way, were there no credibility, we would never taste the real happiness of the success in the long run.

很明显，国家富强和个人幸福，就需要诚信这种驱动力形成流行和繁荣之势。换句话说，如果没有诚信，我们就不可能真正体会到真正的幸福和成功。这种品质是社会发展的基础,是我们不可能缺失的。

或者

2.If honesty becomes a general feature of the society, the well-being of individuals and a nation will be greatly promoted.

如果诚信成为这个世界的总体特征，那么将不仅对个人利益有帮助而且对整个国家也有好处。

3.

Put another way, it is the force propelling the human society forward in a virtuous direction. And its absence will even cause the train of progress run off track, leaving the world in a wilderness of desperation.

换句话说促进人类社会往正确方向前进的力量，真诚的缺失会导致前进的列车出轨，会使得这个世界陷入一篇绝望的荒芜之中。

第四句和最后一句

第三段：（超级无敌结束段）

Confronting with such an intimidating reality, we are expected to realize the damaging effects of ignoring *honesty*.

面对如此可怕的现实，我们应该清醒的认识到因为忽视诚信而带来的严重后果。

This evil trend constitutes a permanent menace to our community.

这一不好的潮流已经对们的社区造成威胁。

So, it is imperative that this negative trend be harnessed and curbed by the corresponding laws and regulations. 我们应该用相应的法律和法规对其加以限制和控制。

Only in a reasonable, prosperous and healthy atmosphere can we hope to witness the ideal scene in which people can enjoy their life to the uttermost.

只有在一个理性的，繁荣的，和健康的环境下我们才能见证一个理想的场景：人民能最大程度地享受他们的生活。

传统文化的传承：

第二段

第一句：

The picture does demonstrate that, traditional Chinese festivals, the invaluable cultural heritage embodying our shared belief, spirit and history, have been increasingly neglected by us.

正如上图所示，体现了我们共同的信念、精神和历史的中国传统节日——我们无价的文化遗产，正逐渐被我们所忽视。

第二句：

It is mournful that such time-honored holidays are playing an ever insignificant role in our lives and gradually declining to the background.

这种历史沉淀的传统竟然渐渐淡化，在我们的生活中扮演越来越不重要的角色，实在令人感伤。

第三句：

Because if they finally become just dead symbols or abstract concepts in dusted books, we would be in danger of losing our uniqueness and become another state wholly consumed by the prevailing pop culture. It should be remembered that we are the only people with records of continued civilization and our legends never discontinue.

因为如果它们最终只是成为无生命的符号或尘封在书本中的抽象概念的话，我们就会失民族的独特性，和世界上很多其它国家一样，仅仅成为一个拥有流行文化的地方。我们应该记住我们是这世界上唯一的文明从未中断的民族，我们的传奇从未停止。

或者

Traditions like them are powerful cohesive forces bonding us together, giving us clues of our ancestors' struggles and achievements and infusing sense of pride into us as the direct lineage of great heroes.

它们这样的传统是联系我们的强大凝聚力，它们留有祖先奋斗的痕迹和成就，它在告诉我们，我们血液中流淌着骄傲，我们就是英雄的传人。

第三段:

版本一

第一句:

1. Since human civilization builds on the past and probes into the future, the first crucial step for a society to gain further growth is to preserve the existing traditions and cultures.

人类文明基于过去、展望未来。因此社会要进一步呢的发展,保护好现存的传统和文化是重要的第一步。

或者

2. As so often, the past holds the key to the future, the existing traditions and cultures have to be preserved to answer the possible questions to come.

因为过去总是拥有关于未来的答案,所以传统和文化必须保护以回答未来的问题。

第二句:

Fortunately, we have noticed that a series of courses on traditional Chinese culture have been introduced to the high school classrooms and cultural communication projects have been established in many countries. **This is a good start.**

幸运的是我们已经注意到,一系列传统中国文化的课程被引入了中学课堂文化交流项目在很多国家建立。这是一个好的开始。

版本二

第一句:

Therefore, it is crucial that resources and efforts be devoted to promote these traditions.

因而,尽人力和物力来提升这些传统是非常重要的。

第二句:

Much can be done. Government agencies, NGOs and the common sector join hands together by organizing arrays of activities to revitalize the cultural heritages.

我们可以很多。政府部门、民间组织和普通民众应一起协作,组织各种活动来复兴这些文化遗产。

第三句:

So, all people can be actively involved in this campaign and truly realize that traditions are the blood and spirit of a nation.

这样所有人都能积极地参与,切身体会到,文化传承就是一个民族的血液和精神。

外国人学中文:

The number of foreigners learning Chinese recently has been growing in an unprecedented rate: foreigners' asking directions directly in Chinese has become a common scene in Chinese cities; university campuses are boasting more and more overseas students; and companies in all industries are apt to employ foreign workers who can speak Chinese.

Undoubtedly, this trend is a result of the success of the opening-up policy. An open market invites not only money flow but also talents who are eager to take advantage of the dazzling growth in China. China has stunned the world not only with its economic miracle and expanding wealth, but also with its rising in the field modern education, medicine and technology. Unlike in

the 1990s, when small group of foreigners came to China mostly with the purpose to take advantage of the huge Chinese market with products that fail to sale domestically, swarms of young people came to China from their home countries to learn Chinese, get professional training and establish a career, viewing China as the place where their dreams start. In addition to more foreign Chinese speakers, recent years also see more foreigners deeply attracted by the traditional Chinese culture, including architecture, local dialects and tradition.

Instead of merely be excited over the growing importance of this nation, however, we need to make use of this increasing international exchange and make sure that we can move further in the path to become both an economic giant and a cultural magnet.

最近学习中文的外国人数量一直以前所未有的速度增长：外国人直接用中文问路已经成为中国城市常见的景象；大学校园是拥有越来越多的海外学生；各行各业的公司均喜欢雇用会说中文的外国人。

毫无疑问，这种趋势是改革开放政策成功的成果之一。开放的市场不仅吸引资本流入，而且也吸引渴望借力中国耀眼增长的人才。中国不仅以经济奇迹和财富扩大震惊了世界，而且在现代教育、医学和技术领域不断提高。与 90 年代不同，当时小群的外国人来到中国主要的目的是充分利用庞大的中国市场出售他们在国内销售不出的产品，而现在年轻人从自己的国家来到中国，学习语言、寻求专业教育、建立职业生涯，将中国视为他们梦想开始的地方。除了更多的会说中文的外国人，近年来我们也看到了更多喜爱中国文化的外国人，他们被中国建筑、方言和传统深深吸引住。

但是除了为国家日益增强的影响力而兴奋外，我们需要好好利用日益增长的国际交流趋势，来确保我们可以在成为经济巨人和文化中心的道路上继续前行。

社会道德缺失引起了具体的社会问题：

可能用到的主题词：

1. 资源保护 (Energy and Resource Saving/reservation)
2. 环境保护 (Environmental protection)
3. 人口增长 (The growth of China's population)
4. 家庭暴力 (The Problem of Domestic or Family Violence)
5. 社会保障系统/资金 (Social security system/fund)
6. 假冒伪劣产品问题 (Counterfeits and unqualified products)
7. 食品安全 (food safety) /粮食安全 (grain security)
8. 消费者权益保护问题 (The protection of consumers rights and interests)
9. 知识产权保护问题 (Intellectual Property protection)
10. 学术剽窃 (academic plagiarism)
11. 节约粮食 (grain conservation)
12. 个人隐私 (privacy)
13. 移动互联 (Mobile Internet)
14. 虚拟现实技术 (Virtual Reality)

有形社会问题绝对超级模式：**第一段****方式一：**

The cartoon jumping into my sight is fairly compelling. As is shown in the picture above, the characters in the middle of it are doing something thought-provoking and this will enlighten us persistently. Simple as the picture is, the author intends to convey much more complicated and profound meaning than what we may sense at the first glance.

映入我眼帘的这幅漫画真的很有意思。如图画中所展示的那样，图画中的中心人物正在做着令人思考的事情，这样的场景不断的在启发着我们。虽然图画很简单，但是作者却在传递着比我们第一眼看到的要复杂很多，深刻很多的意义

方式二：

The cartoon jumping into my sight is fairly compelling. As is shown in the picture above, such thought-provoking scenes abound in our daily lives and usually prevail with the ever-rapid economic growth/social progress, which will draw our attention /enlighten us persistently. It is tempting to accept the picture by its simple appearance, but to neglect the profound implication that its author tries to convey./Simple as the picture is, the informative information is revealed in it. (56 字)

映入我眼帘的这幅漫画真的很有意思。如图画中所展示的那样，这样令人深思的场景在我们的日常生活中很常见，并且通常随着社会的快速发展会越来越常见，这将一直引发我们的关注/这将持续的启发我们。人们很容易接受这幅图画简单的外表，但是容易忽视其作者试图传递的深刻的含义/尽管图画很简单，但是一种有启发意义的信息却展现了出来。

第二段**超级模式延续：**

With our further adequate exploration of the meaning of the picture, the hidden problem that lies beneath the surface will unfold and definitely get a lot of publicity.

充分的思考这幅图画的含义，这幅图画下面隐藏的问题将会展现出来，并一定会得大量的关注。

The reasons for this problem, if enumerated one by one, may be numerous.

至于这个问题的原因，如果一个个都列出来的话，可能是很多的。

Nevertheless I hold that the leading causes derive from the specific social and economic circumstances.

尽管如此，我认为主要的原因应归咎于这个特定的社会和经济环境。

The rapid economic growth is starting to upset the old balance and generate new challenges. Public has been focused attention primarily on material benefits and business profits.

快速的经济增长正在打破旧有平衡，产生新的挑战。公众主要关注的物质利益和商业利润的时候。

So, inevitably, in this newly-rich society, the market economy system is revealing its ugly faces regretfully, among which are not only environmental pollution but also cheating, and such problems as food safety, corruption, taking bribes, compromising their conscience, plagiarism and the like.

所以, 不可避免的是, 在这个新富起来的中, 与此同时市场经济体制的负面影响正在凸现, 如环境污染, 欺诈, 食品安全问题, 良知的缺失, 剽窃, 等等。

The problem reflected in the picture is just one of them.

而图画所反映的问题就是其中一个。

特别注意:

具体问题可以用到我们在强化班所学的平行展开法, 科学论据法, 举例法, 因果展开法等:

1.It is not uncommon that nowadays in China a lot of youngsters show their love and admiration for so-called celebrity and stars.

2.The picture is perfect example of the increasingly innovative but wild way in which fans are showing admiration for their idols and heroes.

3.Clearly, the drawing is meant to be a commentary on the question of how to elect an appropriate road after the graduation.

4.There are reasons for this fashion.

5.It goes without saying that young people are not doing this for no reason.

第二段语料:

1.物质回报
1) delicious food fashionable clothes
comfortable dwellings handsome automobiles.
2) Individuals and organizations
make money, take profits and even obtain wealth.
3) The industrious and insightful people
never fail to profit from (benefit from)
4) It can improve one's living standards and make an easy and comfortable life.
5) fresh air, clean water, bright sunshine, clean food and comfortable dwellings.
2.时间角度:
节约时间
1) saves time / takes up little time / occupies little time.
2) make the most of 充分利用
3) saves people/students a great deal of time
4) eliminate hours spent on hesitation,
concentrate more time and energy on their academic/meaningful work.
occupy spare time so constructively,
makes a person contented
with no time for boredom/wondering
helps them achieve a more broadened horizon.
浪费时间
1) frittered/idled away
2) time should be cherished

3) wastes hours, lavishes days and even squanders years,

4) kills and even murders youngster's prime time.

3.效率角度

1) makes people weary of other important things
discourages sb to learn more.

2) One's energy gradually wears off

3) one's thought, creative thinking and exploration spirit has been stifled

4) make people manage time more efficiently

4.沟通交流

1) provides people with up-to-date, concrete and accurate and vivid information.

2) shrink the distance between cities and even continents,
smooth the communication between residents
rid of the barrier between people.

3) promote communication between people,
rid of barriers between people
bridge gaps between people.

5.安全角度

1) secure one's food and shelter.

2) shield people from various kinds of hazards ranging from injury, robbery, assaults to traffic accidents.

3) safeguard and guarantee the way to pursue the happiness

6.身心健康

1) relieve pressure, anxiety, depression, stress, isolation and solitude.

2) keep fit physically and mentally

3) taking part in a variety of sport activities.

4) stay healthy

5) prevent heart diseases, hypertension, diabetes or fattiness.

6) lessen people's stress, pressure and tension.

7) It cultivates an optimistic view toward the world

8) extends people's life expectancy/span.

9) increasing one's knowledge

10) give us a new perspective of the outside world.

7.生活娱乐

1) major means of entertainment
2) relieves one's pressure, boredom, stress and burden.
3) People go to amusement parks to relax themselves;
they go to the seaside to enjoy sunshine or fresh air;
they try sea food and taste local flavors;
they visit places of interests in order to contact different custom;
they go to museums to broaden their views on...
4) broaden one's mind;
enrich one's experience;
enhance vigor
put more enthusiasm to one's work
5) It is well received as an instructive mode of entertainment
provides people with a bulk of information and a source of imagination.
6) enhance people's understanding on a subject,
improve people's learning capacity and skills,
create a vigorous atmosphere.
7) enhance your energy, enthusiasm and charm.
8) tedious, routine and monotonous life.
9) People can communicate with each other through dinners, parties or excursion.
10) the source of information, experiences, entertainment, amusement and relaxation.

8.有助成长和成功（自己和他人）

1) financial aids,
material support
mental comfort
spiritual back
2) draw on experience
broaden their minds and increase their income.
3) the spirit of competition, participation and cooperation
find their own ways to fulfill their pursuit of happiness.
4)promote communication between people, rid of barriers between people and bridge gaps between people.
5) accumulate wealth,
establish their career,
fit into society,
attain social status.

6) feel relaxed, confident, courageous or optimistic.
7) treat others with love, sincerity, sympathy, enthusiasm, hospitality or generosity
8) win respect from others.
9) cultivate talent, confidence, self-worth, self-reliance and dignity.
10) The spirit of exploration, innovation, adventure and creation
11) shall not be perished from a successful person.
9.文化价值观
1) treat the world with benevolence, confidence, and tolerance.
2) intensify conflicts and tensions between nations.
3) put harmonious human relationship in danger.
4) promote (undermine) mutual understanding
5) tighten (breach) the friendly ties
6) shorten (widen) the gap between people.
10.社会宏观角度
1) minimize inflation, economic stagnation, economic recession, unemployment rate.
2) maintain social order and reduce crime rate.
3) revolutionize the scientific level of a country, means of communication and quality of life.
4) authorities can allocate more funds to the construction of infrastructure
5) ranging from kindergartens, hospitals, medical center, museums, school libraries, trains to highways and express ways.
6) It favors individualism, democracy, liberty or freedom.
7) equal access to college education, employments and self-realization

科技发展:

The picture shows that the smart devices have been an indispensable part of our daily life. And almost all aspects of our lives have been affected by this emerging technology. The online education is poised to go mainstream, which is encouraged by the easier access to Internet and lower cost of high quality courses. Shared economy is another new trend and is regarded as one of the new “Four Inventions” of modern China. The instant messengers can promote communication between people, rid of barriers between people and bridge gaps between people. No one can escape from the influence of this revolution. So, we are required to find out a proper way to confront this dynamic situation.

图画体现出智能设备已经成为我们日常生活中不可或缺的一部分。我们生活的方方面面几乎都受到这种新兴技术的影响。在线教育正准备成为主流，这是由更容易进入互联网和低成本的高质量课程所带来的。共享经济是另一种新的趋势，被认为是现代中国的新“四大发明”。即时通讯可以促进人与人之间的沟通，消除人与人之间的隔阂弥合人与人之间的隔阂

没有人能逃脱这场革命的影响。因此，我们需要找到正确的方法来应对这种动态。

第三段：

版本一：

超级模式必杀技！

In summary, despite of the social and environmental challenges facing us, we should have the abundant confidence in our ability to address such problems. Firstly, it is imperative that corresponding laws and regulations be introduced and enforced to harness and curb this urgent problem. Secondly, it is high time that the campaign was initiated by authorities to raise people's awareness of this grim reality. With our shared efforts, it will only be a matter of time before the problem becomes things of the past, I firmly believe.

总的来讲，尽管我们面对着这些环境和社会的挑战，我们应该有信心去解决这样的问题。首先，引入并执行相应的法律和法规来阻止和控制这个紧急的问题。其次，政府部门应该发起一项活动来加强人们到这一严酷的事实认识。我坚信，只要我们共同努力，这个问题迟早会解决。

版本二：

In retrospection of our long history, we have, working with diligence, bravery and wisdom, created a beautiful homeland and developed a great and dynamic culture. So, if we can take the concrete and practical steps, we will finally reach our common cherished goal.

回顾漫长的历史，我们中国人民，用勤劳，勇敢和智慧创造了一个美丽的家园，培育了一种伟大的，充满活力的文化。只有通过具体和实践的措施，我们就能一步一步地最终实现我们珍视的目标。

版本三：

We are under the imperative to meet the challenges head-on, government agencies, NGOs, professionals and civilians all alike, working together hand in hand, in a bid to create a prosperous and healthy atmosphere. Only by taking these concrete and practical steps one after another, can we finally reach our common cherished goal.

我们必须直面这些挑战，政府、民间团体、专家、平民应该携手合作，共同努力创造一个繁荣和健康的环境。只有通过这些具体和实践的措施，我们才能一步一步地最终实现我们珍视的目标。

解决手段的替换表达

1. It is imperative that our legislative body include this social issue into the law-making agenda; otherwise it will upset stability of this nation in the long run.

我们的立法机构必须把这一社会问题纳入立法进程之中，否则长期以来会破坏社会的稳定。

2. Legal means constitute the major effective counter measure to address this serious problem.

法律手段构成了能解决这一严重问题的唯一有效手段。

3. To anticipate a world free of this concern, we need to make and implement corresponding laws dedicated to curb and harness this serious problem.

为了期待一个不受此问题纷扰的世界，我们需要制定并实施相应的法律来解决这个问题。

4. We are under the imperative to meet the challenges head-on, government agencies, NGOs, professionals and civilians all alike, working together hand in hand, in a bid to create a prosperous and healthy atmosphere.

我们必须直面这些挑战，政府、民间团体、专家、平民应该携手合作，共同努力创造一个繁荣和健康的环境。

5. What we most urgently need is a chance for business sector, government and the general public to work together, to pool resources and to counter this challenge as a daily practice.

我们迫切需要的是一个企业、政府和公众能一起合作的机会：集中资源，将应对这一挑战当成常事来做。

6. Only by taking these concrete and practical steps one after another, can we finally reach our common cherished goal.

只有通过这些具体和实践的措施，我们才能一步一步地最终实现我们珍视的目标。

7. Therefore, to combat this seemingly invincible enemy and to restore the beauty of our beloved home, concerted efforts across all sectors are called for, so that overwhelming momentum can be formed;

因此，为了战胜这个看上去无法战胜的敌人、还我们挚爱的家园以洁净和美丽，各领域都应该携手并肩，形成强大动力。

8. Furthermore, in order to address such an wide-ranging issue, it only makes sense to reckon every aspects that may have directly or indirectly related to this problem and to draw on brilliant proposals of professionals and enthusiasts from various spheres .

进一步的讲，要应对这样牵连甚广的社会问题，只有考虑各方面与这一问题有关系的直接或间接因素、集中各行业专业人士和有志者的优秀建议才是有意义的。

有形社会话题（正负）科技发展所带来的影响：（环境，手机，互联网，微博，名人代言）

第二段：

第一句：The picture does illustrate a distinctly obvious fact that our ordinary life is reshaped / has been greatly influenced by the mobile phone/internet/microblog/celebrity endorsement.

第二句：介绍主题的出现和发展

Of all changes that have taken place in daily communication, during the past quarter-century, perhaps the most far-reaching has been the invention/introduction of _____.

第三句：具体影响

Mobile phones have indeed made communication convenient and quick, but they have also brought about negative consequences. For example, students obsessed with apps perform poorly in school. Moreover, some college students waste hours, lavish days and even squander years for indulgence with some time-consuming games. Even some adults become estranged from relatives and friends because of their obsession with the mobile phones. Those who are unaware of the bad effects can hardly fit into society, let alone establish their careers. That is not to say that mobile phone alone is to blame for the sorry state of affairs. However were the situation to continue as it is, we

would pay the high price.

手机的确使通讯变得方便快捷，但也带来了消极后果。例如，痴迷于应用程序的学生在学校表现不佳。此外，一些大学生浪费很多时间沉溺于一些耗时的游戏。甚至一些成年人也因为对手机的痴迷而与亲戚朋友疏远。那些没有意识到不良后果的人很难适应社会，更不要说建立自己的事业了。这并不是说，手机是唯一的原因，造成令人遗憾的状态。但是，如果这种情况继续下去，我们将付出高昂的代价。

第三段：存在总是好的，综合面对，取其精华

Come what may, in one form or another, mobile phone is here to stay; the risks of living with it are far less threatening than the dangers of abandoning it away. The simple ban of it is impossibly unpopular. And this would be as counterproductive as draining a pond to catch fish and burning down the forest to hunt game. So, we must treat it more properly and considerably, with the essence absorbed and the drawbacks neglected.

无论如何，（主题）都将会以一种形式，或者另一种形式存在于我们的生活之中，经营它/使用它/或者与它共存的风险都要比关掉它/抛弃它的风险更大，关掉它/抛弃它的行为不仅非常不受欢迎，而且所产生的副作用将好比是涸泽而渔，焚林而猎。因此，我们必须更恰当地对待它，吸收它的精华，忽略它的缺点。

环境问题：

第二段：

The author of this picture is trying to reveal a well-known but little acted-upon crisis that our environment is gradually destroyed by damaging human activities. 图画的作者正在告诉我们一个众所周知却鲜有人诉诸行动以改变的危机：我们身处的环境正在被有害的人类行为而被破坏。As we all know, our country has been under this growing pressure brought by the environmental concerns. 如我们所知，我国正面临着越来越大的环境方面的压力，And the environment degradation is accelerating at an alarming rate, with the soil under our feet soaked by chemical discharge and citizens choked by the smog. 环境正以骇人的速度恶化；土壤被工业废液浸透，我们被雾霾窒息。In recent years, environmental preservation has captured wide media attention, constantly occupying the headlines and sparking heated discussion among people. 近年来，雾霾，吸引了媒体的广泛关注，不时地占据新闻头条；Some researchers claim that pollution of this kind not only has direct adverse effects on our physical health. 一些研究者声称，这种污染会直接影响我们的生理健康。And many evidences show that some health problems do directly result from it. 很多证据表明一些健康问题确实是由其引起的。

第三段：

As this problem gradually spreads all over the nation, we cannot afford to neglect the consequence of it 这个问题正渐渐席卷大江南北，此刻，我们无法再忽视其后果。The public needs to take action, instead of using environmental issues as gossip for fun. 公众需要采取行动，而不是把环境问题当作闲聊的话题。We are under the imperative to meet the challenges head-on. Government agencies, NGOs, professionals and civilians all alike, working together hand in hand, in a bid to leave a beautiful habitat for our offspring to thrive on. 我们必须直面这些环境挑战，政府、民间团体、专家、平民应该携手合作，共同努力将美丽的世界留给我们的子孙后代。

版本二:

What we most urgently need is a chance for business sector, government and the general public to work together, to pool resources and to undertake environmental protection as a daily practice.

我们迫切需要的是一个企业、政府和公众能一起合作的机会：集中资源，将环保当成常事来做。Only by taking these concrete and practical steps one after another, can we finally reach our common cherished goal. 只有通过这些具体和实践的措施，我们才能一步一步地最终实现我们珍视的目标。

版本三:

Therefore, to combat this seemingly invincible enemy and to restore the beauty of our beloved home, concerted efforts across all sectors are called for, so that overwhelming momentum can be formed; Furthermore, in order to address such an wide-ranging issue, it only makes sense to reckon every aspects that may have directly or indirectly related to this problem and to draw on brilliant proposals of professionals and enthusiasts from various spheres .

因此，为了打击这个看似不可战胜的敌人，恢复我们所热爱的家园的美丽，需要各方面的共同努力，以便形成压倒一切的势头；此外，为了解决这样一个广泛的问题，只有考虑到与这个问题直接或间接相关的各个方面，并从各领域汲取专业人员和热心人士的精彩建议，才有意义。

版本四:

The public is no strangers to grass-roots efforts when it comes to Environmental issues. However, the key to truly helping heal after the abuses to our natural habitats over the last 3 decades is to curb our desire for GDP growth at the cost of environment. As long as our greedy can not be tempered, this problem cannot be eradicated.

在环境问题上，公众对基层的努力并不陌生。然而，在过去的 30 年中，在我们的自然栖息地遭到破坏之后，真正帮助恢复的关键是抑制我们以牺牲环境为代价实现 GDP 增长的愿望。只要我们的贪婪不能得到缓和，这个问题就不可能根除。

网络谣言传播

The picture does illustrate a fact that new communication technology has ushered human beings into an age of information explosion, when the news, facts, opinions and even rumors have been bombarding us from every corner of the world and any information becomes available on our screen the instant a mouse-click is made. 图画展示了一个事实：新的传播技术带领我们进入了一个信息爆炸的时代，一点鼠标信息就显示在眼前的屏幕上。

The internet, notwithstanding facilitating spread of knowledge and filling in the information gap across social divisions, has become a hotbed of digital wildfire, and dangerous rumors can wreak havoc. 虽然互联网大幅提高了知识的传播，并有益于消弭信息鸿沟，但却成为了网络谣言的温床，谎言也会带来危险。

Some cases concerning rumors have aroused a heated debate about how to effectively tell facts from rumors when confronting information shared by friends through some social media.

一些和谣言相关的案例引发了一场关于如果有效区别社交网络上好友分享的真相与谎言的激烈争论。而且，不可能有大家都接受的解决方案。

第三段

Nevertheless, if the users of Internet social media treat all the information with just a hint of reasonable doubt and refrain from reposting suspicious ones, the digital wildfire may be prevented or curbed to some extent.

如果社交网络用户能够带着一丝怀疑的眼光理性地看待信息，不随便转发真实性可疑的信息，那么就能在一定程度上阻止网络谣言的生发和传播。另外，如果社交网络的营运者能谨慎地，并有决心的及时更正错误，那么图画中的遗憾局面也将会只是过眼云烟而已。

10. And in addition, if Weibo, We Chat and other online media were to exercise caution and determination to right the wrong in time, this sorry state of affairs reflected in the picture would be a passing fad.

名人代言：

Obviously, the message the picture tries to convey is that celebrity endorsement could bring about potential problems despite its many advantages. That is, without regulations, it could be used by those with bad intentions to trick people into buying commodities that are either poor in quality or harmful to people's health.

With celebrity endorsement increasingly used by companies and manufactures in our society to promote their products, we, as customers, should always keep a clear mind and make sensible decisions. Meanwhile, it is also our government's responsibility to make laws and regulations for celebrity endorsement to ensure the rights of customers and create a safe and sound environment for the development of advertising business.

显然，这张照片试图传达的信息是，尽管名人代言有很多优势，但它也可能带来潜在的问题。也就是说，如果没有规章制度，它可能被那些居心不良的人用来诱使人们购买质量低劣或有害于人们健康的商品。

随着社会上越来越多的公司和制造商使用名人代言来推销他们的产品，作为顾客，我们应该时刻保持清醒的头脑，做出明智的决定。同时，政府也有责任为名人代言制定法律法规，保障消费者权益，为广告业的发展创造一个安全、健康的环境。

食品安全：

The above picture illustrates a social concern that has been growing almost hand in hand with the economy. There is no other topic easier for us to relate to rather than the topic highlighted here. Reminded daily by heaps of media reports over abuse of fertilizer, pesticides and chemical additives in our production system, worried Chinese, especially parents take every chance they can grasp to purchase foreign goods, such as milk powder and meat.

It is tempting to view this phenomenon as merely an irrational public craze influenced by irresponsible media, downplaying the real problem at issue. In fact, the real problem roots not only in the unresponsive regulation and oversight but also the lack of modern entrepreneurship in the food industry. On one hand, bureaucratic regulation bodies are slow to detect and punish

companies who use unsafe chemicals or procedures to boost productivity, due to lack of required expertise and professional coordination. On the other hand, short-sighted companies and business owners, who blinded by short-term gains of dishonest practice neglect the valuable assets of modern enterprises, i.e. brand and loyalty of clients, which is the only solid foundation of on-going profits and wealth.

Despite of the difficulties that we might face in addressing this issue, we should always equip ourselves with strength and confidence and take the necessary actions. First of all, the regulation system need to find a way to catch up with the evolving production scene in order to achieve effective and concerted results. Secondly, companies and manufactures need to realize that it's always better to win trust than disgust from consumers.

上图显示了与经济几乎齐头并进的社会问题。对我们来说，没有比这里突出强调的主题更容易与之相关的话题了。每天都有大量的媒体报道称，我们的生产系统中滥用化肥、农药和化学添加剂，中国人，尤其是家长们，抓住一切机会，购买洋货，如奶粉和肉类。

人们很容易把这种现象看作仅仅是受不负责任的媒体影响的非理性的公众狂热，淡化了争论的真正问题。事实上，真正的问题不仅源于监管不力，也源于食品行业缺乏现代创业精神。一方面，由于缺乏所需的专门知识和专业协调，官僚监管机构迟迟没有发现和惩罚使用不安全化学品或程序来提高生产力的公司。另一方面，目光短浅的公司和企业主，由于不诚实行为的短期收益而忽视了现代企业的宝贵资产，即品牌和客户忠诚度，这是持续盈利和财富的唯一坚实基础。

尽管我们在处理这个问题时可能会面临困难，但我们应该始终以力量和信心来装备自己，并采取必要的行动。首先，法规体系需要找到一种方法来赶上不断变化的生产场景，以达到有效和一致的结果。其次，企业和制造商需要认识到，赢得信任总比赢得消费者的厌恶要好。

图表开头描述:

1. According to the table, the 文章主题 increased from 数字 in 年份 to 数字 in 年份. Although this was a small increase, the way in which 修饰 changed greatly.

2. Since 年代, China has witnessed a great change in 主题. As the graph shows, the percentage of 主题词 1 decreased considerably, dropping from 数字 in 年代 to 数字 in 年代, while the corresponding figures for 主题词 2 increased dramatically, rising from 数字 to 数字 over the same period.

3. As can be seen from the above graph, money value of annual global electronic commerce transactions is increasing gradually in the past nine years. In 2002, the money value of global electronic commerce transactions is almost \$ 4 billion, while the number reaches \$ 360 billion in 2011, 90 times that of 2002.

4. It can be seen from the pie chart that...

...accounts for the largest proportion.

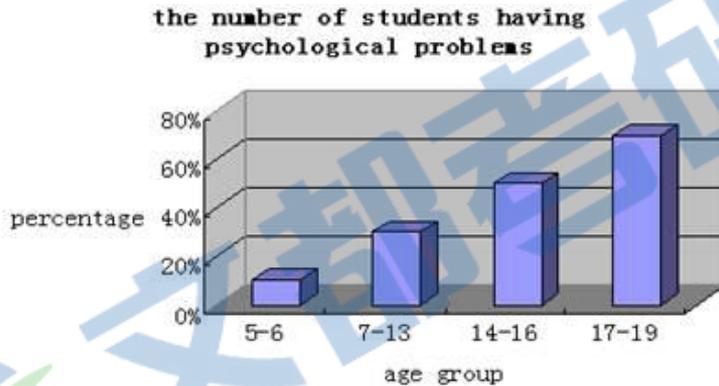
主题词 makes up 百分比 of ...

百分比 represents 主题词

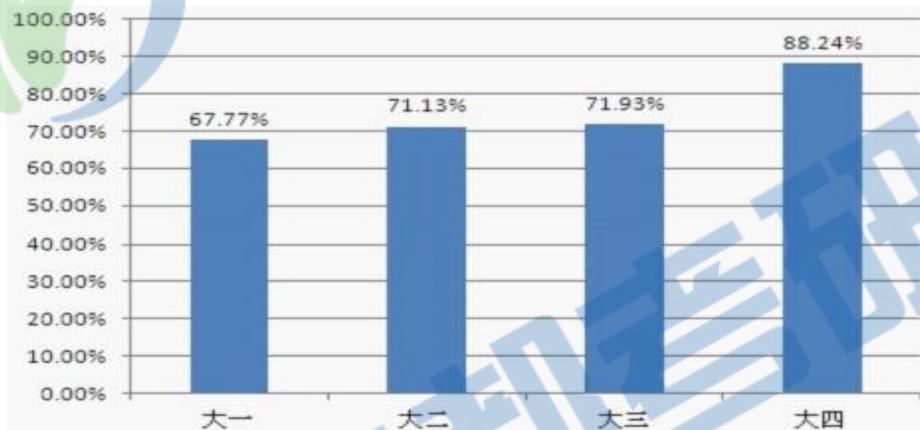
百分比 is defined as 主题词

5. Isolated as the figures seem to exist, as a matter of fact, they are connected with one another closely.

6. According to the figures presented in the chart, there was a stark growth in the number of people speaking English in the past decade.



Psychological problem is most prevalent among the 14-16 and 17 to 19 age groups, with 40% and 60% up of them claimed to have been troubled by it respectively.



This graph shows percentage of college students taking part-time job across different years: more than two thirds of freshmen admit to have been actively employed by paid jobs and a slightly increase is witnessed among sophomores and juniors, while the percentage rise to 88.24% among the seniors.

英语（二）绝对热点话题预测之：

（语料来源：100 Topics for TEM8 Writing by Matthew Trueman Foreign Language Press）

1. 电子商务发展：

As is shown above, China's online shoppers reached 210 million by the end of June. The country is expected to become the world largest online retail market next year, overtaking Japan.

After my exploration of this graph and consideration of some related facts, I would like to present the following reasons. Firstly, according to a survey, China's Internet population reached 538 million, and it is the number that ushers a great possibility of the online shopping's boom.

Secondly, E-commerce companies are paying increasing attention to technology development and innovation to attract more online shoppers. Consistent with the improvement of technology is investment banks cheering it on, with more money poured into the market facilitating sales promotion.

Impressive as the numbers are, there's another set of statistics that's even more striking: nearly one-third of the online shoppers in China fell prey to fraudulent websites during that period. Protection needs to be in place for everyone, starting with consumers, if China's E-commerce industry is to grow as it can and should.

2. 青少年吸烟

As is shown above, the graph shows a tendency that the number of young smokers is on the rise in the past several years. The graph really displays a status quo that is worthy of our attention. It is advisable to figure out the reasons behind the problem and seek the corresponding measures to counterstrike it.

There are many reasons responsible for this phenomenon. One of the leading causes of cigarette smoking among teens is peer pressure. The impulse of imitation pushes youngsters to follow the mainstream of the group. In addition to peer pressure, another major cause of teenage smoking is imitation of adult figures. Aside from peer pressure and adult influence, another factor that may lead some teens to take up smoking is simple curiosity.

In summary, their first cigarette may be the result of peer pressure, imitating adults, curiosity, or a combination of these factors. After considering the reason of this adverse trend, a coordinated mechanism should be established to prevent this

3. 大学生放松和心理治疗

Another valuable way for students to ward off pressure is to stay well-organized. Last but not least, college students need some relaxation time in order to release their stress. College is not a walk in the park, but a challenging and demanding experience.

心灵治疗

The first step to overcoming a mental health problem is to acknowledge that one exists.

Second, after admitting that a problem exists, it is another big step to seek the help necessary to overcome it.

Finally, seeking psychiatric help requires a great deal of determination and commitment.

In conclusion, it is always easier to "bury one's head in the sand" and refuse to acknowledge a problem than to have the courage to face it.

Seeking psychological help, therefore, is not an indication of weakness or frailty but, rather, a sign of utmost bravery and strength.

4. 名人崇拜

One potential risk of worshipping celebrities is the array of mental and physical health problems that this practice can engender.

In addition to causing psychological health problems, celebrity idolatry can also wreak havoc on worshippers' social and economic health.

Finally, in rare cases, celebrity worship may lead to stalking behavior, in which a person follows or contacts in an obsessive manner.

To sum up, it is safe and harmless to look up to the rich and famous, especially if we admire them for their skill and achievements, rather than their skin-deep beauty or luxury lifestyles. 5. 5.

5. 外国人来中国旅游

The most obvious benefit of the large and growing number of foreign tourists the revenue they bring with them.

In addition to serving as an abundant source of income for China, the influx of foreign tourism can also help to promote cultural exchange and awareness.

While the economic and cultural benefits of foreign tourism are apparent, some people are concerned that the rising volume of travelers arriving on China's shores may have certain negative repercussion.

In conclusion, foreign tourism is not only a boon to China's economy, but can also enhance the Chinese people's understanding of cultures beyond their own shores.

6. 在线教育

Online learning has become one of the fastest growing markets in the world and shows no signs of slowing down.

One major advantage of online learning is that it enables students to learn based on their own schedules.

Another key benefit of online education is that it places no geographical restraints on students.

Finally, e-learning has the advantage of offering individualized instruction.

In conclusion, online education offers some major advantages. As e-learning technology continues to improve and the education market becomes more diversified, online education is likely to see further greater gains in popularity.

7. 限行的好处

One important benefit of imposing driving restrictions in major cities is that doing so can help to curb the problem of air pollution and thus promote a cleaner and greener environment.

In addition to procuring environmental benefits, driving restrictions can also promote the general health of the local population.

Another benefit of the improvement is manifested in the dispelling the concerns of prospective travelers and investors, which will promote greater revenues for the local tourist industry and local economy.

To those who still have doubts or concerns, I would pose the following question: Is having to deal with a minor inconvenience not worth the protection of the environment, the health of the people, and the promotion of sustainable economic growth?

8. 男女工资的差异

Workplace gender inequality continues to rear its ugly head in China, despite introduction of corresponding laws to combat it. Cases of direct gender disadvantage may have dropped

substantially over years; but more subtle and deliberate attempts to discriminate during recruitment are easy to notice. These practices are not obvious violation of law, but have the effect of **disqualifying** female job candidates. For example, job ads may state requirement of irregular working hours, making it impossible for women with children to apply.

Chances are that women's efforts to achieve equal opportunities will still be **paralyzed** by the corporate tradition. Many are still under the false impression that women are worse than men professionally. The awareness of quality should be further enhanced and new way to view women should be adapted.



第二部分：考研英语小作文倾情巨献

史上最全小作文模板

Notice

正

文

落款

感谢信

模板 1: (101 字)

Dear _____,

I should like this letter to be taken as an expression of my heartfelt gratitude to you and _____. If it had not been for your assistance in my _____, I fear that _____. During those days, you have given me generous help and continuous guidance by _____. I can recall the vivid image of your patience and unselfishness, which will be the precious memory in my whole life.

Thus, I do hope that I may repay your kindness in the future. Finally, I feel most obliged to thank you again. With my best wishes!

Yours sincerely,

Li Ming

模板 2: (97 字)

Dear _____,

On behalf of _____, I would like to extend our most sincere gratitude for _____. We appreciate greatly your aid in not only _____, but also _____.

There is no exaggeration to say that without your help, we could not **enjoy such a wonderful trip/arrive at such splendid achievements**, and we will never forget **your painstaking labor and full cooperation / warm hospitality**.

With this letter we would also like to formally invite you to _____, so that _____. We look forwards to hosting you _____. With best regards!

Yours sincerely,

Li Ming

申请信/求职信/请求信

模板 1: (99 字)

Dear Sir or Madam,

I would like to apply for _____, an opportunity that I have dreamed since _____.

I am a senior student majoring in _____ from _____ University. During my

undergraduate study, I have demonstrated excellent academic ability, which is reflected in my grades and accomplishment. I have attached to this letter my resume, a complete transcript, and three recommendation letters.

I would greatly appreciate it if you could kindly consider my application. If you need more information, please feel free to contact me at your convenient time. Looking forwards to your reply with great gratification.

Yours sincerely,
Li Ming

模板 2: (104 字)

Dear _____:

I am a senior student in the Department of _____, University of _____. I learn that _____ has a good program in _____. Therefore, I would like to apply for a place at your _____.

My major interests are _____. Additionally, I have a good command of language which makes me competent to meet the possible challenge in your project. Finally, my excellent academic ability can be demonstrated in attached recommendation letters.

It would be great if you can mail me copies of the required application forms. Your assistance will be highly appreciated. I am looking forwards to hearing from you.

Yours Sincerely,
Li Ming

模板 3:

Dear _____,

I am a senior student in the Department of _____, University of _____. I'd like to ask if you can provide me with the information concerning _____.

The reasons for my urgent need of these message are as follows: 1) I need the data source to testify my argument of graduation thesis ; 2) The project of volunteer is expected to be implemented with the guidance of these messages ; 3) Our task to make the sound proposal for the charity programme demands the information of your resource. (三个万能理由, 为了学习, 为了志愿者项目, 为了慈善项目, 总有一款适合你!).

Therefore, I will be much grateful if you can help me. Don't hesitate to call me for any questions. Thank you for your time and patience, and I am looking forward to your reply as soon as possible.

Yours Sincerely,
Li Ming

模板 4:

Dear _____,

My name is _____, and I am _____. I have made up my mind to write to you in the hope that you can provide me with the information regarding _____.

At the present I am preparing / doing _____, and I am lack of the information of this field

that is crucial for the work / project / program. Therefore, it would be of great help if you can offer me the precious knowledge concerning_____.

So, would you please write me back at your earliest convenience? I am waiting for your reply with full appreciation.

Yours Sincerely,
Li Ming

模板 5: (求职)

Dear _____,

I have learned from a job hunting website that there is a vacancy for _____, a position which I am interested in.

I am a senior student from _____ University, majoring in _____. Under the influence of the courses I have taken, I develop a special interest in _____. Moreover, I have gained abundant knowledge and experience in this field due to my internship at _____. It seems to me that all these have prepared me ideally for the role of _____ in such a company as yours.

My further information can be found in my attached resume. I am willing to attend for an interview at your convenience.

Yours sincerely,
Li Ming

再来两句很牛的结尾:

Your prompt attention would be highly appreciated, and thank you for your consideration.

I am expecting your reply with heartfelt appreciation.

投诉信

模板 1:

Dear Manager,

I am your regular customer, Li Ming, as you can find in your service system. Last week, I bought _____ at your store and I met some problems when I got it home. So, I am writing this complaint letter in order to get a satisfying solution.

For one thing, _____ (投诉内容 1). For another, _____ (投诉内容 2) You can feel how pity it is.

This is the first time that I meet such kind of annoying situation. Nevertheless, my previous shopping experience in your store makes me believe that you can offer me a proper and prompt solution. I trust your principle of putting customers' priority first. I am looking forward to your reply as soon as possible.

Yours Sincerely,
Li Ming

模板 2: (87 字)

To Whom It May Concern,

I am writing to complain about the poor service of your _____ I received

when _____.

The reasons for my dissatisfaction lie upon three points as follows: 1) _____;
2) _____; 3) _____. Under these circumstances, I find it difficult to _____.

I am sure that you are able to thoroughly understand my discontent, which you are bound to replace with a satisfactory solution. I would be grateful if you could feed me back as soon as possible.

Yours sincerely,
Li Ming

模板 3: (110 字)

Dear _____,

I am the customer of your store. I feel bad to trouble you but I am afraid that I have to make a complaint about the quality of _____ (题干要求) _____.

The reason for my dissatisfaction is _____. In the first place, _____ (投诉的第一个方面). In addition, _____ (投诉的第二个方面). Under these circumstances, I find it (不满意的地方)

I appreciate it very much if you could _____, preferably _____ (进一步的要求), and I would like to have this matter settled by _____ (时间). Thank you for your consideration and I will be looking forward to your reply.

Yours sincerely,
Li Ming

邀请信

模板 1: (109 字)

Dear _____,

I am writing this letter to invite you to attend _____ which will be hold at _____ 地点 on 日期 _____ in order to _____. As you are a close friend of our family, my parents and I do hope you will join us and share our joy.

The occasion will start at _____ 具体时间 _____, and activities include _____, and _____. In addition, there will be _____. Some common friends of ours will be invited to this occasion. I am sure you will not be boring and enjoy a good time.

My family would feel honored by your presence. With best regards!

Yours sincerely,
Li Ming

模板 2: (110 字)

Dear _____,

I am writing this letter to invite you to visit our university / my hometown for _____ on behalf of _____.

Firstly, you can visit the historic interests and beautiful natural scene with the guidance of our best professional tour guides. Secondly, we have arranged some traditional activities you can take part in by yourself to experience authentic local culture. Thirdly, it will be our great honor if you

could deliver a speech on the topic of _____ during the visit. I am sure that it would be beneficial to _____.

We would appreciate it very much if you could accept our invitation. With best wishes!

Yours sincerely,
Li Ming

祝贺信

模板 1: (111 字)

Dear _____,

Congratulations on your _____. I believe you have received many letters like this recently. You deserve any praise because I know how hard you have been working for your goal.

Your family must be proud of you for your achievement, especially your father who has devoted almost all his time and enthusiasm to support your career. I understand for sure that it is your hard work / your excellent ability that leads you to the current success. This new position will bring new challenges to your life and need your confidence and perseverance. What's more, I do believe that _____.

Sincere congratulation to you again!

Yours sincerely,
Li Ming

模板 2:

Dear _____,

It is delightful for me to hear that _____. Please accept my sincere congratulations to your _____.

All these years, I have been watching your progress and improvement with great admiration, and I know more than anyone else how much effort and attention you have devoted. Now your accomplishments prove to everyone that you deserve anything you have earned. I am confident that in the future _____.

Sincere congratulation to you again! With best wishes!

Yours sincerely,
Li Ming

再来两句结束语

May all goes beautifully in your new post!

May all the years ahead fulfill your dreams!

建议信:

模板 1 (回信): (81)

Dear _____,

I am very glad to hear that you want to seek some suggestions about _____ in order to _____.

From my point of view, _____. Also, to you, I highly recommend that _____. On the one hand, _____. On the other hand, _____. Besides, it is unnecessary for you to _____.

Consequently, I believe that _____.

I hope that my opinions are of help to you, and please feel free to contact me for more questions.

Yours sincerely,
Li Ming

模板 2 (去信) (115 字)

Dear _____,

I am writing to share/express my views/advice concerning _____. /In the first place, I would like to say thank you for your attention and efforts on trying to _____ for the betterment of _____. Meanwhile, I do think that there are a few aspects that can be attended to using different and more effective methods.

Firstly, it has been found that _____. Secondly, experience has testified to the power of in _____. Thirdly, the prevailing belief among experts in the field is that _____.

I am looking forward to your favorable consideration of my proposals. Thank you in advance for your time and attention. Wish you all the best.

Yours sincerely,
Li Ming

辞职信/道歉信

模板 1: (80 字)

Dear _____,

I am writing to inform you about the decision to resign from my current position. There are a few factors involved.

First and foremost, _____. Secondly, _____. Last but not last, _____.

I would like to take this opportunity to express my gratitude for the rewarding experience that I have enjoyed during my employment.

I sincerely wish you could approve of my resignation, and I apologize in advance for any inconvenience thus caused.

Yours Sincerely,
Li Ming

模板 2 (107 字)

Dear _____,

I am sure it will come as no surprise that I wish to resign my position as _____. Though I have enjoyed working with you and other colleagues in the company / organization, there are a few reasons that force me to give up my current work.

For one thing, _____. For another, _____. Moreover / Besides / In addition, _____.

I appreciate the plenty of help and encouragement from you constantly, and I am very sorry for any inconvenience thus caused. I promise that I will stay through the next month to help you find a replacement for my position.

Yours Sincerely,
Li Ming

模板 3: (82 字)

Dear _____,

I am writing this letter to apologize to you for my failure to _____.

The reason is that _____. I am sorry that I cannot finish _____ in time. Maybe, it is possible that I can make up the loss by _____. If so, I will put everything else aside to _____.

I would like to express my sincere sorry again for my fault. I do hope that you can understand my situation and accept my apology.

Yours sincerely,
Li Ming

模板 4: (112 字)

Dear _____,

I am terribly sorry to tell you that I am unable to _____. It is mainly because at that time I will be fully occupied by _____ which is quite out of my expectation, and that conflicts with your _____. I have tried my best to adjust my schedule to make my presence on your _____. But I fail to do so finally. I sincerely hope that you will enjoy a good time. By the way, can we have dinner together next week? I hope to see you soon.

I am really sorry again and I trust that you will understand my situation. With best regards!

Yours sincerely,
Li Ming

告示格式

Notice

正文

落款

万能结束套话:

By the way, as the New Year is quickly approaching, I take this opportunity to send my greetings and best wishes to you for 2020. I sincerely look forward to continued friendly ties with you. With best wishes!

At New Year and always, May peace and love fill your heart, beauty fill your world, and contentment and joy fill your days.

新年的祝福, 平日的希冀, 愿你心境祥和、充满爱意, 愿你的世界全是美满,

Wishing you a sparkling, bright and happy New Year! May the season bring much pleasure to you!