

2024年各省市最新41篇应用文整理

徐本当

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高考评价上指出强化德智体美劳教育引导，夯实全面发展基础英语科试卷围绕人与自然、人与社会、人与自我三大主题选材，将对德智体美劳教育的引导与考查内容、考查要求、考查情境有机融合。“德智体美劳”类应用文作答步骤：

1. 理解写作题目的**情景和话题**；
2. 把**情节和话题内容**和所学知识（**课本知识，生活**）有机地结合起来；
3. 要点展开写作时，要具体体现“德智体美劳”**实践的过程**；以得体的语气开篇与结尾。



德

1、2024年3月浙江新阵地教育联盟---倡议信---国际志愿者日志愿者活动

假如你是某学生会主席李华，为了迎接国际志愿者日(International Volunteer Day)的到来，请你以学生会的名义向**全校师生**写一封英文**倡议信**，号召参加主题为“互助，互爱”(mutual assistance and care) 的志愿者活动。内容包括：

1. 倡议目的；
2. 活动内容；
3. 呼吁参加。

注意：

1. 写作词数应为 80 个左右；
2. 请按如下格式在答题纸的相应位置作答。

读题干，明方向

文体：倡议信

对象：全校师生

读内容，齐要点

内容一：倡议目的（题干已给出：迎接国际志愿者日+promote 互助互爱的志愿精神）

内容二：活动内容（开放性大：可以进行社区服务；也可以去敬老院；慈善募资）

内容三：呼吁参加

读本质，清逻辑

目的和内容之间的过渡？呼吁的句式？

相关话题教材文章：

Dear teachers and schoolmates,

To observe the upcoming International Volunteer Day, **we are appealing to** all of you for the active participation of a volunteer campaign themed “mutual assistance and care”.

With the purpose of promoting the spirit of collaboration and compassion within our school community, the campaign, **scheduled for December 5th**, will feature a **wide range of** activities. **Why not consider paying a visit to** the nearby nursing home? By **lending a hand** with some tidying up and **engaging in** conversations with the elderly, we can bring comfort and laughter to them. Also, a charity drive **will be launched**, where diverse handmade crafts and abundant second-hand items donated by volunteers **will be on sale**. **Through these activities**, **not only will** the spirit of mutual assistance and care be promoted, **but also** our sense of social responsibility will be enhanced.

I **urge** all teachers and students to **partake in** this event and show our collective support for those in need. **Let's join hands to make a difference** through mutual assistance and care.

the Students' Union

Dear teachers and schoolmates,

With the International Volunteer Day **in full swing**, I am thrilled to **appeal to you to participate** in the volunteer campaign **on the theme of** “mutual assistance and care” launched by our school.

With the purpose of promoting the spirit of collaboration and compassion within our school community, the campaign, **scheduled for December 5th**, will feature a **wide range of** activities. **It'll commence with** beautifying campus activities. Not only will we plant trees together on campus, but we will paint the initially dull walls white. **What follows next** is to visit the nursing home, **where** we'll assist the elderly in handling daily chores and teaching them to obtain basic computer skills. **Subsequent to it**, a series of charity contributions will be scheduled by our school, such as contributing second-hand reference books **to** the disaster-stricken areas. **It is also worth mentioning that** we can **exert enough attention to** the left-behind children in our community. **Personally**, through all the above volunteer activities, we **are bound to fully appreciate** the importance of mutual assistance and rendered rewarding experiences.

It is every bit of what you do that truly counts/matters. Let us work together to make a positive difference to those around us and a better world for all.

the Students' Union

2、2024 年广东六校第四次联考---短文投稿---国际志愿者日志愿者活动

每年的 3 月 5 日是中国青年志愿者服务日，你校英文报正在组织以 “My Volunteering Experience” 为题的征文活动。请你写一篇短文投稿，内容包括：

1. 志愿服务的意义；
2. 你的经历；
3. 你的感悟。

注意：

1. 词数 80 左右；
2. 可以适当增加细节，以使行文连贯；

读题干，明方向

文体：短文投稿

对象：英文报

读内容，齐要点

内容一：志愿服务意义（从个人角度：成就感归属感；从社会角度：推动志愿精神）

内容二：志愿经历（具体做了什么事情，而且不要人云亦云！要与众不同！）

内容三：志愿感悟（与志愿意义呼应+与志愿活动呼应）

读本质，清逻辑

意义如何不泛泛而谈？感悟要和具体活动呼应？

相关话题教材文章：

My Volunteering Experience

Volunteering, an effective way to **give back to the society by engaging in** social activities, **plays**

a pivotal role in providing individuals **with a sense of fulfillment, belonging and social identity.**

Of all the volunteer activities I have ever partaken in, protecting and preserving the Great Wall is the most **meaningful and memorable.** **It kicked off** with all of us performing some clean-up, collecting litter that damage its image and clearing some weeds that may speed up its collapse. **What followed was that** we launched a fundraising campaign to raise money from visitors and donate it to the ongoing maintenance. **The highlight was that** we recorded and collected the comprehensive digital images of the Great Wall **with the aid of** 3D scanning and VR technology, thus enabling the digital travel in the Wall.

Through this experience, **I appreciate that the more** we acknowledge the outstanding universal value of our heritage sites, **the more likely** we are to treat them with respect. Besides, they do offer us opportunities to wonder, to be inspired and to think more deeply about our time on the Earth. In a word, we all **share a joint responsibility** to protect and preserve them, not just for ourselves, but for future generations.

My Volunteering Experience

As an indispensable way to **give back to/make contributions to** the community and **make a positive impact on** the lives of others, volunteering provides individuals with **a sense of fulfillment** and helps construct a more supportive society.

My experience of working in a local nursing home **can't illustrate the point better/ a case in point.** During the memorable experience, I spent quality time engaging in conversations, assisting the elderly with their daily tasks, and providing companionship to them. Additionally, we also arranged some interactive activities such as **staging singing and dancing performances** and make delicate cards with them, easing their loneliness and bringing a sense of warmth. It was incredibly rewarding to see the smiles on their faces and to know that I was making a difference in their lives.

It was such a meaningful experience that not only does it enrich my life but also **serves as a reminder of** the power of spreading kindness and supporting those in need.

My Volunteering Experience

Volunteering **serves as a bridge** between individuals and their communities, fostering empathy, understanding, and a sense of responsibility. Through volunteering, one not only contributes to the betterment of society but also **undergoes personal growth and development.**

I once attended a memorable summer voluntary work where we **ventured into** rural areas to **engage in** educational activities. Teaching them basic literacy skills and organizing recreational activities not only brought joy to their faces but also **instilled in me** a sense of fulfillment and purpose.

By taking in voluntary works, I have learnt the importance of compassion, patience, and perseverance. Moreover, witnessing the challenges faced by the less fortunate **ignited a desire within me to** contribute more actively to social causes and advocate for positive change.

3、2024年3月山东潍坊高三下学期考试---演讲稿---My family tradition

你校将举办以“讲故事，话家风”为主题的英语演讲比赛。请以“My family tradition”为题写一篇演讲稿参赛，内容包括：

1. 一件家风小事；

2. 对你的影响。

注意：

1. 写作词数应为 80 个左右； 2. 请按如下格式在答题卡的相应位置作答。

读题干，明方向

文体：演讲稿 对象：

读内容，齐要点

内容一：家风小事（家风指家族的行为准则，道德规范，教育子女的方式，价值观念等等；**小事，要去描述事件经过**）

内容二：家风的影响（家风不同，影响不同）

内容三：

读本质，清逻辑

事件到影响之间的过渡？

相关话题教材文章：

My family tradition

It's an honor to talk about my family tradition. _____

My family tradition

It's an honor to talk about my family tradition. I can clearly remember the bright Saturday afternoon 10 years ago, **when I accidentally knocked over** a neighbor's flowerpot. **Out of fear, I took flight immediately**, rushed home and **poured the whole thing to** my parents. They praised me for my honesty and encouraged me to **take responsibility for** my fault bravely. **Much touched, I went to apologize to** my neighbor sincerely.

Surprisingly, instead of blaming me, he gave me a **thumbs-up** for my honesty, which brought me a **great sense of relief and joy**. **It was** at that moment **that** I realized the power of the family tradition. Actually, honesty and responsibility have always been valued and passed down through generations.

Embracing my family tradition has shaped me into a better version of myself, and I am confident that it will continue to guide me in the future.

Thanks for your listening.

My family tradition

It's an honor to talk about my family tradition. Of all my family traditions we hold dear, **the one that holds a special place in my heart is** our weekly Sunday dinner gathering. No matter how hectic our schedules may be, we always make it a priority/point to come together and share a meal, **during**

which we **pour out to** one another our individual experiences and we also discuss about our dreams and aspiration for the future.

This tradition has had a profound impact on me. **It provides us with** an opportunity to bond and treasure each other's company. **It also serves as** a harbor/refugee from the hustle and bustle of our daily life **for the time being**. **Through it, not only** has I appreciated the significance of cherishing family time and the value of maintaining strong connections with my loved ones, **but it has also instilled in me** a sense of duty to carry on this tradition in the future and create a warm and welcoming environment for my own family.

In conclusion, I am proud to uphold my family traditions and the love it embodies. Thank you.



4、2024年3月宁波十校高三联考---询问信---志愿者招募

假定你是李华，暑假在伦敦学习。你对当地一个社区在网上发布的**志愿者招募**信息十分感兴趣，于是给该社区写信，内容包括：

1. 说明报名原因；
2. 询问相关情况；
3. 表达你的期待。

注意：

1.词数 80 左右； 2. 可适当增加细节，使内容充实，行文连贯。

读题干，明方向

文体：询问信

对象：招募信息发布者

读内容，齐要点

内容一：报名原因：转化为：为什么要参加志愿者活动？从两方面阐释：个人和社会

内容二：询问相关情况：要具体，比如：活动类型，所需投入时间，资格要求等等

内容三：表达你的期待：希望被给予机会

读本质，清逻辑

为什么要参加志愿者活动？一二两个内容之间的过度？

相关话题教材文章：

Dear Sir / Madam,

I am Li Hua, an exchange student currently studying in London. **Fascinated by** your volunteer recruitment advertisement online, I'm writing to **extend my fervent anticipation** to participate and **enquire about** some relevant information.

Yearning to blend into local society and **contribute my time and effort to** help those in need, I find this work exactly **caters to** my expectations. Therefore, **I am wondering if** you could **endow me with** details, such as **the time commitment required, and any specific qualifications needed**, thus guaranteeing my appropriate preparations for the work **in advance**. Also, **I would be grateful if** you could provide information on the **application process** and the arrangements of upcoming events.

Hopefully, I could be given the golden opportunity to **get involved in** your program and enrich my experience. Your attention and prompt reply is deeply appreciated.

Yours,

Li Hua

Dear Sir/Madam

I'm Li Hua, a Chinese student studying in London during my summer vacation. **With strong interest in** the volunteer recruitment ads you posted online, I'm writing **in hope of** getting more information.

As an exchange student, I am convinced that this voluntary program will provide me with a golden opportunity to **gain a deeper insight into** local culture and **build bonds with** the community, while trying my best to **display the philosophy of mutual love and care**. **To better meet the need, I wonder** what the main task of the voluntary work is. **Would it be** things like helping out at the food bank or keeping the elderly company in the local nursing home? **Also, are there any** specific demands needed to be met to participate like former experience? **Or should we** make special preparations for it? Lastly, **it would be so nice of** you to inform me of the application process.

I'm badly in need of more specific information. Looking forward to your reply **at your earliest convenience** and a fruitful voluntary experience!

5、2024年3月山东烟台模拟考试---询问信---志愿者招募

假定你是李华，从上学期以来，外教 Mary 开展了“课前 3 分钟演讲”活动，你觉得活动很好，但存在不足之处。请你给外教写一封邮件，内容包括：

1. 你对活动的评价；
2. 说明问题并提出改进建议。

注意：

1. 写作词数应为 80 左右：
2. 请按如下格式在答题卡的相应位置作答。

读题干，明方向

文体：指出问题加提建议

对象：外教 Mary

读内容，齐要点

内容一：对活动的评价；（题目模仿高考题，出的不严谨，题干已经说了：“你觉得活动很好”，为什么还要设置这个内容？不多此一举吗？）

内容二：说明问题并提出改进建议；（说明问题有没有和评价活动有重合点？）

内容三：实际上，只要题干就够了，内容要求直接删掉！或者直接按高考题那样设置，

内容一：指出问题；内容二：提出建议。

读本质，清逻辑

题目内容设置合理吗？评价要中肯，提建议语言要得体

相关话题教材文章：

Dear Mary,

I am writing to share my thoughts on the "3-Minute Speech Before Class" activity that you have been conducting since last semester.

The activity, which boosts our speaking skills and confidence, has been favored/championed by most of us. **However**, with the speech **featuring** voluntary participation, the students crazy about English are always seizing the opportunity to present themselves, **leaving** shy students **no chance**. **So I suggest that** students take turns giving presentations to guarantee everyone an equal chance to express themselves. **Overall**, the "3-Minute Speech Before Class" activity **has fueled** us students' passion for English, and with some adjustments, it will be even more effective in enhancing our spoken English.

Thank you for your dedication to our learning experience, and I'd appreciate it if my advice could be considered.

Yours,

Li Hua

6、2024年3月昆明三诊一模质检---感谢信---外教指导演讲比赛获奖

假定你是李华，你在学校举办的“Adversity and Courage”英语演讲比赛中获奖，请给指导外教 Miss Morton 写一封邮件表示感谢。内容包括：

1. 感谢指导；
2. 个人感悟。

注意：

1. 写作词数应为 80 左右；
2. 开头和结尾已给出，不计入总词数。

Dear Miss Morton,

Yours,

Li Hua

读题干，明方向

文体：感谢信

对象：外教

读内容，齐要点

内容一：感谢指导（指导内容要具体：润色演讲稿；指导演讲时候我的表情，语调和 body language）

内容二：个人感悟；（两个方面：老师指导你获奖；演讲话题）

读本质，清逻辑

感谢指导内容要具体？两个内容之间要有过渡？

相关话题教材文章：

Dear Miss Morton,

Delighted/Exhilarated to inform you that I have ranked top during the "Adversity and Courage" English speech contest at school, I am writing to **extend my heartfelt gratitude to** you for your help.

It is your professional guidance, valuable feedback and inspiring words **that** have truly helped me make it. **Not only have you assisted me in putting the final touches to** my speech draft, but you offer me instructive guidance on **my expressions, body language and tone** in which I deliver the speech. **Discouraged as/though** I was once in the process, you always **serve as a source of motivation** to me. **Without your help, I could not have won** the competition.

Having participated in the competition, **I have appreciated** the significance of facing challenges with courage. Your teachings on perseverance and determination have also inspired me to **overcome obstacles and strive for** my goals.

Once again, **I am truly grateful for** your mentorship. /Your mentorship is deeply appreciated.

Yours,

Li Hua

7、2024 年 T8 联考---短文投稿---An Unforgettable Activity in High School

假定你是李华，毕业在即，你校英文报举办了以“An Unforgettable Activity in High School”为主题的征文活动。请你写一篇英文短文投稿，分享一次你参加过的校园活动。内容包括：

1. 活动内容。
2. 活动感受。

注意：

1. 写作词数应为 80 左右；

2. 请按如下格式在答题卡的相应位置作答。

An Unforgettable Activity in High School

读题干，明方向

文体：短文投稿

对象：校英文报

读内容，齐要点

内容一：活动内容（是一个难忘的活动，所以最好写活动的过程或者安排）

内容二：活动感受（注意结合背景：毕业在即+活动主题）

读本质，清逻辑

首段如何引出写作话题？两个内容之间要有过渡？

相关话题教材文章：

An Unforgettable Activity in High School

My high school **has witnessed** many colorful activities in the past 3 years, among which the coming-of-age ceremony is especially unforgettable.

Among all colorful and meaningful activities in the past 3 years, the one that I hold dear is the coming-of-age ceremony.

Present at the ceremony were all we students from Grade 3, along with our parents and teachers. **It kicked off with** an inspiring speech delivered by our president, which conveyed congratulations and anticipations about our future. **Then came a series of** activities, **ranging from** expressing gratitude to our parents and teachers **to** making a promise of being responsible for the adulthood. **The highlight was** when we walked through the coming-of-age gate hand in hand with our parent, with our teachers cheering us on on each side.

Marking a significant milestone in our lives, the ceremony **will be rooted/etched in** my mind as a reminder **that** I should shoulder my responsibility as an adult.

Through this ceremony marking a significant milestone in our lives, not only are we reminded of the responsibilities that come with adulthood, but we are encouraged to take charge of our own lives, make decisions independently, and contribute positively to society.

8、2024 年广州二模---咨询建议---“讲好中国故事”栏目

你校英文报将增设主题为“讲好中国故事”的栏目。你是栏目负责人李华，请给外教 Kate 写邮件咨询她对栏目的建议。内容包括：

1. 介绍设想；
2. 咨询建议。

注意：

1. 写作词数应为 80 左右；
2. 请按如下格式在答题卡相应位置作答。

读题干，明方向

文体：咨询建议

对象：外教 Kate

读内容，齐要点

内容一：介绍设想（栏目负责人需要思考开设这个栏目的目的，内容，排版设计，插图等等）

内容二：咨询建议（语气得体，交际能力：如何说外教才开心给建议？）

读本质，清逻辑

栏目设想是难点？语言得体的亮点！

相关话题教材文章：

Dear Kate,

My name is Li Hua, one of your students. **Thrilled to lead** the new column “Telling China’s Stories” for our school’s English newspaper, I’m **reaching out to you for** your insightful advice on our project.

Intended to share informative and intriguing stories about Chinese culture, and help us gain a better understanding and appreciation of Chinese culture, our section **will cover a wide range of** topics, from traditional Chinese folklore to inspiring modern-day anecdotes, **featuring articles** by both Chinese and international student contributors. **In addition to** written articles, we’ll include photos or illustrations for a more immersive experience. **Given your expertise in designing, storytelling and cultural exchange**, we highly value your advice regarding the **content, format, design or any other aspects** of the column. Your guidance will **be invaluable in** making this column a great success.

We’re **eager to await** your suggestions and **excited about** the possibility of **collaborating with** you on this exciting initiative.

Yours Sincerely,

Li Hua

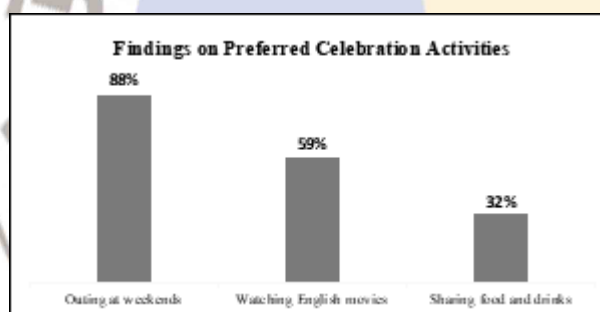
9、2024 年深圳二模—感谢外教—提议戏剧节获奖庆祝方式

假定你是李华，你班在校英语戏剧节中获得一等奖，外教 James 打算为此庆祝，**并委托你调查同学们喜欢的方式**。请你根据调查结果，给外教写一封邮件，内容包括：

1. 表达感谢；
2. 提出个人建议；
3. 说明理由。

注意：

1. 词数 80 左右；
2. 请在答题卡的相应位置作答。



读题干，明方向

文体：多文体（感谢+提议+理由）

对象：外教 James

读内容，齐要点

内容一：表达感谢（感谢什么？感谢外教委托你调查同学们喜欢的方式，感谢的句式）

内容二：提出个人建议（根据图表内容提出庆祝方式的建议？能够满足大多数人的需求）

内容二：庆祝方式的理由（活动意义）

读本质，清逻辑

内容点多，需要均衡有所侧重！如何描述图表内容？调查结果之后如何过渡到提出自己的建议？

相关话题教材文章：

Dear James,

Grateful to you for guiding us to win the first prize in the school English Drama Festival and entrusting me to survey students' preferred activities to celebrate it, **I'd like to share with you** the results and my opinions.

As is shown in the bar chart, outing at weekends **is the most likable, accounting for 88%**, **followed by** watching English movies **which makes up 59%**, while sharing food and drinks **represents** the least, only 32%.

Based on the findings, the majority of our students, **which accounts for 88%** of the total, **expressed their desire for** outing at weekends, while 59% of the participants **show a preference for** watching English movies, **followed by 32%** who hope to share food and drinks.

Given these preferences, I recommend organizing a weekend outing. Not only did this option receive the highest interest, but it would also allow us to enjoy the outdoors and engage in various activities together, making us more united. It's a perfect way to relax, have fun, and bond further outside of school.

In order to **cater to the need of** the majority, I suggest that we could select a nearby mountain as our outing site where we definitely could exchange snacks and beverages. **Better still**, enjoying English movies could be a wonderful pastime along the bus ride. I'm sure that this journey would serve as a great opportunity to **savor the joy of our victory** as well as **unwind our hearts**.

Once again, thank you for your support and guidance, and I would appreciate it if my plan could be taken into account.

Yours sincerely,

Li Hua

官方范文：

Dear James,

We **are grateful for your enthusiasm** in celebrating our class winning the first prize at the English Drama Festival. Your support means a lot to us!

Based on the survey I conducted, 88% of us **are enthusiastic about** a weekend outing, while 59% **favour** an English movie night, **followed by 32%** who prefer a food party. My preference **is in line with** the majority, so I suggest a hiking trip along the nearby greenway, which has lively plants and stunning views. Such an outing is perfect for us to **take a break from** study routines, strengthen friendship and make our success more memorable.

Thanks again for your **thoughtful gesture**. Looking forward to **our exciting celebration!**

Yours sincerely,

Li Hua

10、2024年5月昆一中第九次月考---祝贺---义演获得成功

假定你是李华，你校留学生 Ethan 组织同学们为心脏病病人筹款的义演获得了巨大成功，你观看时也深受感动，请给他写封邮件，要点如下：

1. 表达祝贺；
2. 你的感受；
3. 其他。

注意：

1. 词数 80 左右；
2. 可以适当增加细节，以使行文连贯。

读题干，明方向

文体：祝贺（祝贺+感受）

对象：留学生 Ethan

读内容，齐要点

内容一：表达祝贺（如何祝贺？细说演出成功背后的付出）

内容二：你的感受（可以从两个方面来写：内容：为心脏病病人筹款；形式：义演）

内容二：其他（活动意义）

读本质，清逻辑

内容之间有没有逻辑？

相关话题教材文章：

Dear Ethan,

I am Li Hua. I'm writing to **extend my heartfelt congratulations on** the huge success of the charity event you organized for heart disease patients.

As I appreciated the performances, **what impressed me most** was how you attracted the audience through well-prepared shows and speeches. Your leadership and organizational skills are truly **admirable**. Not only did the event **raise funds for** those in need, but it also brought our school community together. **It was heartwarming to see** everyone come together for such a meaningful **cause**. **Undoubtedly, it was** your kindness, generosity and devotion **that** inspired donors to jointly **serve the greater good**.

Congratulations on your achievement again. Keep up the great work, and I look forward to seeing more amazing initiatives from you in the future.

Sincerely yours,

Li Hua

智

1、2023-2024 南京六校联合调研考试---向老师反映问题---读后续写得分太低

假定你是高三学生李华，在上周的年级读后续写竞赛中，你的续写得分为 16 分（满 25 分），你觉得此分数偏低不太合理。请你给评委 Mr. Davis 用英语写一份邮件，内容包括：

1. 说明问题；
2. 给出理由。

参考词汇：读后续写 continuation writing

读题干，明方向

文体：说明问题+理由

对象：评委

读内容，齐要点

内容一：说明问题（读后续写得分低）

内容二：给出理由（转化为读后续写应该得高分的原因：内容情节合理，语言逻辑流畅）

内容三：

读本质，清逻辑

注意语言要得体！语气中肯！

相关话题教材文章

Dear Mr. Davis,

I'm Li Hua, a senior three student. I'm writing to consult with you on the mark I got in the continuation writing competition last week.

I got 16 out of 25. **While I really appreciate your feedback**, I genuinely assume that my writing deserves a higher score. Firstly, having put a significant amount of time and effort into crafting a coherent and engaging continuation, I am confident that my writing maintains the tone and style of the original piece. **Secondly**, twists and turns are added to the plot and the characters well developed in a reasonable way, demonstrating my creativity and originality. **Furthermore**, featuring accurate grammar, detailed description and overall structure, my composition showcases a strong command of language and storytelling techniques.

Therefore, I respectfully request a reconsideration of my mark/**In light of the above**, I kindly request a re-evaluation of my continuation writing. Your re-evaluation would contribute to a fairer assessment of my writing skills. Thank you for taking the time to consider my request.

I understand the subjectivity involved in grading writing, but I kindly request a re-evaluation of my work. I would appreciate it if you could provide me with detailed feedback on areas where my writing could have been improved. Your re-evaluation would lead to a fairer assessment of my writing skills.

Yours sincerely,

Li Hua

2、2024年2月重庆南开中学第六次月考---道歉+推荐---改约朋友去仙女山旅游

假定你是李华，你因故取消了本周末和留学生 James 看电影的约定，现在想改约他下周末坐火车去仙女山（the Fairy Mountain）旅游，请写一封电子邮件，内容包括：

1.表达歉意；2.推荐理由；3.行程计划。

注意：

1.写作词数应为 80 个左右；2.请按如下格式在答题卡的相应位置作答。

读题干，明方向

文体：道歉+推荐+行程计划 对象：留学生 James 细节：多文体

读内容，齐要点

内容一：表达歉意；

内容二：推荐理由（对比两次安排的不同：看电影和旅游有什么不同？根据这个来说推荐旅游的理由）

内容三：行程计划。（3个内容中的重点，要细说）

读本质，清逻辑

表达歉意之后如何转到推荐旅游？理由说完之后如何过渡到细说行程安排？

相关话题教材文章

Dear James,

I am excessively apologetic about canceling our movie plan this weekend due to family affairs. However, I am wondering if we can travel to the Fairy Mountain next weekend.

I sincerely apologize for having to cancel our movie plan this weekend due to some unexpected family matters. How about we plan a trip to the Fairy Mountain next weekend instead?

To start with, not only will the trip **build up our bodies**, but it will also offer us a precious chance to connect with nature to relieve stress. *Not only will this trip be a great opportunity for us to **recharge and reconnect with** nature, but it will also provide us with a chance to **explore** new landscapes and enjoy some much-needed relaxation.* **If possible**, we will embark on a scenic/*picturesque* two-hour train journey next Saturday morning. **Upon arrival**, we will appreciate tourist attractions and then **savor** special local cuisine. **Following that**, there will be varieties of activities, ranging from hiking for the breathtaking landscapes to exploring caves for a more immersive experience. As the day comes to an end/nears the end, we can decide whether to stay for another day or head back.

Looking forward to having a fantastic trip with you soon.

Best regards,
Li Hua

3、2024年1月山东潍坊高三期末考试---倡议书---保护文化古迹

假设你是李华，应学校英文报邀请，就文化古迹遭破坏的现象，写一封倡议书，呼吁大家保护文化古迹。内容包括：

1. 某古迹的现状；
2. 解决措施。

注意：

1. 写作词数应为 80 左右；
2. 请按如下格式在答题卡的相应位置作答。

读题干，明方向

文体：倡议书

对象：大众

细节：

读内容，齐要点

内容一：某古迹的现状（以某种古迹为例引到整体文物的现状）

内容二：解决措施。（要与现状呼应）

读本质，清逻辑

现状和措施之间如何过渡？

相关话题教材文章

Dear fellow students,

With a growing number of cultural relics being damaged, I'd like to **appeal to** all of us to protect and preserve the priceless heritage for generations to come.

Take the Great Wall as an example. Due to the large volume of tourists, some parts of it have been marked or lettered at random to prove their presence. **What's worse**, some bricks of it have been stolen. **Unfortunately**, all these happen to other cultural relics. **Therefore, it is imperative that we take immediate action./To address these issues**, what tops the list is to raise people's awareness through educational campaigns. **For example**, when visiting cultural relics, do not touch the exhibits unless allowed. **Of equal importance is that** we can **create comprehensive digital images of our relics** to conserve them for generations **by means of** 3 D scanning **so that** digital tourism can be a welcome alternative.

Only with our joint efforts can all the cultural relics be well preserved. **So Let us join hands to safeguard** our cultural treasures and ensure that they are passed down to future generations. **Together**, we can make a difference in preserving our cultural heritage!

4、2024年2月深圳第一次调研考试---代表小组发言---网络投票

在口语课上，外教 Alex 组织同学们讨论是否使用网络投票(online voting) 的方式评选校园十佳歌手请你代表小组发言，内容包括：

1. 小组观点；
2. 陈述理由。

注意：

1. 写作词数应为 80 左右；
2. 请按如下格式在答题卡的相应位置作答。

Hello, everyone!

Thank you for listening!

读题干，明方向

文体：发言稿

对象：同学们

细节：

读内容，齐要点

内容一：小组观点（支持或者反对）

内容二：陈述理由。（网络投票的利弊：方便，超越时空，参与广，节约资源；弊：不是专业人士评选不能真实反映歌手实力；网络欺骗等问题）

读本质，清逻辑

观点能否与众不同？理由是否充分？

相关话题教材文章

参考范文一

Hello, everyone! I'm here to represent our group's viewpoint on the use of online voting to select the top ten campus singers. Our group believes that online voting is a fantastic idea.

Firstly, **it's important to acknowledge that** online voting is convenient and accessible to everyone. **With just a few clicks** on a computer or a smartphone, we can easily cast votes to support our favourite singers. Besides, online voting **allows for** a wider reach and engagement, **breaking down the boundaries of** physical locations and enabling more people to participate in the voting process.

Overall, we think online voting is a convenient and inclusive means for choosing the top ten campus singers. Thank you for listening! (97 词)

下水范文：

Hello, everyone! **On behalf of** our group, I feel honored to **voice our opinions**. **We argue that** online voting is **efficient and effective in** selecting the Top 10 Singers on Campus.

For a start, online voting is **convenient**. People can **get access to** voting through digital devices **regardless of time and place**, enabling more people to **partake in** this activity. Besides, it is **such** an efficient approach **that the visualized real-time results** can be figured out automatically, which saves not only time but also resources. **Moreover**, online voting **provides a platform** to showcase the singers' talents through images, videos, or other multimedia. **Therefore**, voters can **get a well-rounded understanding of** each contestant and make a fair and just decision.

All in all, our group **holds the belief that** online voting is highly suitable and efficient. Thank you for listening!

参考范文二

Hello, everyone! **Though** online voting is widely used, its drawbacks are undeniable. Let me share our concerns about using it to select the top ten campus singers.

Firstly, not all of us **have access to** the Internet or electronic devices, so the voting result can not reflect the true preferences of the entire student community. Besides, cheating is a significant concern. Contestants may **create multiple accounts** to vote for themselves or ask for votes from acquaintances. **In this way**, the voting result fails to show the contestants' vocal abilities and stage performance.

Overall, while online voting has its benefits, we should also guarantee the fairness and reliability of the contest. Thank you for listening! (108 词)

Hello, everyone! I'm honored to speak on behalf of our group. **Trendy as the use of online voting is now,** /**Convenient as** online voting is to use, its drawbacks are undeniable.

Undoubtedly, online voting systems **are vulnerable to** cyber attacks, and easy to be manipulated, thus leading to false voting and injustice. **Moreover, lacking** professional guidance and

expertise **but just depending on** personal preferences, it does **not necessarily mirror** the singers' authentic performances. **On top of the above**, online voting assumes that all participants **have access to** the Internet. However, this **may not be the case** for everyone.

In conclusion, we **are not in favor of** the way of voting online to select the top ten campus singers. To make the result more convincing, **it's highly recommended that** some professionals, such as music teachers, should select singers, which we believe will make the singing competition fairer. Thank you for listening!

5、2024年2月东北三省模拟考试---短文投稿---Major or University?

你校英文报近期开展了以“Which Matters More—Major or University?”为题的调查。请使用图表中的调查结果写一篇短文并投稿，内容包括：

1. 调查结果描述；
2. 观点分析；
3. 你的看法。

注意：

1. 词数 80 左右；
2. 短文题目已给出。

读题干，明方向

文体：短文投稿

对象：校报

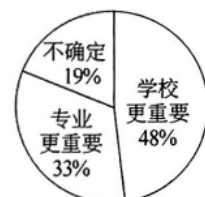
细节：

读内容，齐要点

内容一：调查结果描述（描述图表内容）

内容二：观点分析（为什么不同人有不同的看法？）

内容三：你的看法。（观点+理由）



调查结果（人数百分比）

读本质，清逻辑

如何简洁明了一句话描述图表内容？

相关话题教材文章

Which Matters More---Major or University?

Recently, a survey **was conducted** about which matters more, one's major or university. **As is revealed/indicated** in the pie chart, the majority **attach much more importance to** university, **accounting for 48%**, **followed by** those assuming that major matters more, 33%, **while** those who have no idea which matters more **represent** up to 19%.

Generally speaking, both major and university **play pivotal roles in** senior high students' academic performances and career paths. **With access to** excellent academic training, meaningful lectures and colorful experiences of different clubs in university, an excellent university brings many unseen benefits. **In the meantime**, different majors will lead to different career paths which ultimately contribute to different incomes.

Personally, I deem that our life is **not necessarily** determined by them. **It is** our own will and commitment to personal growth **that** are closely related to our overall performance in the university.

6、2024 年武汉市二月调研---建议+约定---Cross-Cultural Food Exhibition

假如你是李华,你和外国交换生 Peter 计划组织一场名为“Cross-Cultural Food Exhibition”的活动,请写一封邮件给 Peter,内容包括:

1. 你对活动形式的**建议**;
2. 约定时间讨论**安排和分工**。

注意: 1. 写作词数应为 80 左右;

2. 请按如下格式写字答题卡的相应位置作答。

读题干,明方向

文体: 建议+约时间

对象: 交换生 Peter

细节:

读内容,齐要点

内容一: 你对活动形式的**建议**: (以什么样的形式开展? 为什么?)

内容二: 约定时间讨论**安排和分工** (为什么要讨论安排和分工?)

内容三:

读本质,清逻辑

如何引出活动形式建议? 如何过渡到约定时间讨论安排分工?

相关话题教材文章

Dear Peter,

At the thought of launching the "Cross-Cultural Food Fair", I am anxious to discuss it with

you. /The "Cross-Cultural Food Fair" **is buzzing in my head**, and I can't wait to plan it with you!

In a bid to **immerse visitors in** authentic dishes from different countries, **it would be a good idea** if we could display how to cook some of our special cuisine on the scene and introduce its cultural and symbolic significance to visitors. **Better still**, interactive cooking workshops could be arranged, where visitors will be invited to sample the foods and hands-on cooking will be provided to engage the audience. **To ensure everything runs smoothly**, let's schedule a detailed discussion session. **Could we** meet online next Tuesday at 6 PM? **During this meeting**, we can finalize the list of representing dishes, decide on our responsibilities, and create a timeline for preparations.

Looking forward to your feedback on my suggestions and confirmation regarding the meeting time. I am confident that we can make this "Cross-Cultural Food Fair" an unforgettable experience for everyone in our school community.

Yours,

Li Hua

7、2024年3月 燕博园综合测试—短文投稿—人工智能时代的机遇与挑战

假如你是高三学生李华，你们学校最近围绕“人工智能在塑造未来中的作用”这个话题展开了热烈讨论，请你以“人工智能时代中国高中生面临的机遇与挑战”为题写一篇文章，在你们学校英语报投稿。内容：

1. 机遇与挑战；
2. 如何应对。

注意：1. 写作词数应为 80 词左右；2. 标题已给，不计入总词数；

读题干，明方向

文体：短文投稿

对象：校报

细节：

读内容，齐要点

内容一：机遇与挑战；（资源丰富；个性化学习；学习和学术欺骗，工作自动化，就业压力大）

内容二：如何应对（培养思维能力和运用知识的能力？）

读本质，清逻辑

内容之间如何过渡？

相关话题教材文章

The Opportunities and Challenges for Chinese High School Students in the Era of AI

With the advent/rise/bloom of Artificial Intelligence (AI),/ **With** Artificial Intelligence (AI) **gaining steam**, /**With a new era of** Artificial Intelligence (AI) **on the horizon**,/ **As** Artificial

Intelligence (AI) has advanced **by leaps and bounds**, Chinese high school students are confronted with both opportunities and challenges.

On one hand, AI technology **provides** students **with unprecedented access to** information and resources, **enabling** personalized learning and enhancing academic performance. **On the other hand**, the increasing automation of jobs **poses a threat to** traditional career, requiring students to **adapt** and develop new skills **to stay competitive** in the job market.

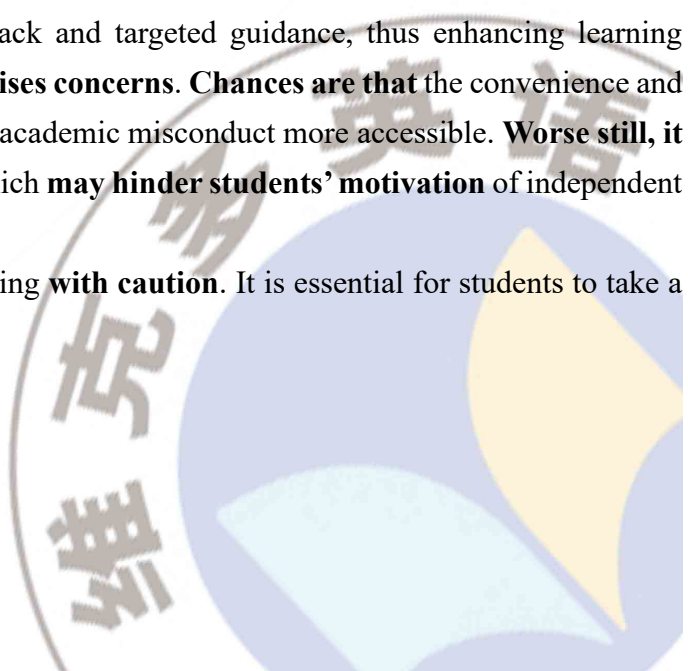
To tackle/handle/ address/cope with these challenges, **what tops the list is that** high school students should **concentrate on cultivating** critical thinking, problem-solving, and creativity skills, which are irreplaceable by AI. **Of equal importance is that** they are to **nourish a growth mindset**, continuously learn and **adapt to** new technologies and trends. **By embracing** the opportunities AI brings and preparing themselves **for** the challenges ahead, Chinese high school students **can thrive in the era of AI**.

参考范文二：

As the technology **is racing ahead**, education **is undergoing** a digital transformation, which **presents/poses challenges** as well as opportunities **to** us high school students.

AI **serves as** a valuable learning assistant for students to **perform** personalized learning based on individual needs and gain real-time feedback and targeted guidance, thus enhancing learning experiences and outcomes. **However, it also raises concerns**. **Chances are that** the convenience and intelligence of this tool can make cheating and academic misconduct more accessible. **Worse still, it simplifies** the process of obtaining answers, which **may hinder students' motivation** of independent research and critical thinking.

Therefore, AI should **be applied** in learning **with caution**. It is essential for students to take a comprehensive view of AI and use it wisely.



8、2024年2月浙江省名校协作体---专刊寄语---倡导低碳生活

假定你是校英文报的主编李华，最近准备出一期关于“倡导低碳生活”的专刊。请为专刊写一篇**寄语**，内容包括：

1.专刊的意义；2.专刊的内容；3.寄予的希望。

注意：

1. 写作词数应为 80 个左右；2. 请按如下格式在答题卡的相应位置作答。

Dear Readers,

Warm regards,
Li Hua
Editor-in-chief

读题干，明方向

文体：专刊寄语

对象：校报

细节：

读内容，齐要点

内容一：专刊的意义；（与话题呼应）

内容二：专刊的内容（图文并茂；文字：低碳生活的具体做法）

内容三：寄予的希望（专刊越办越好；内容影响人们的生活习惯，呼应话题）

读本质，清逻辑

想清楚自己是谁？报纸主编！

相关话题教材文章

Dear Readers,

As the editor-in-chief of our school's English newspaper, I am proud to **present** our upcoming **special section: *Advocating Low-Carbon Living***. This special issue **holds special significance** as it aims to **promote awareness and actions** that contribute to a lower carbon footprint.

In this column, insightful/ informative articles **will be featured**. For example, **the definition** of green and low-carbon lives will be illustrated **by means of** plain words and vivid pictures. **It'll also cover** practical tips on how to reduce waste and classify garbage and stories of individuals who set a remarkable example of living a low-carbon life. **The highlight will be that** some cutting-edge inventions that reduce carbon in the air **will be showcased** to boost our confidence in developing a more sustainable lifestyle.

It's our hope that, through reading this issue, each reader will manage to **integrate eco-friendly practices into** their daily lives. **Together**, we can create a community that strives for **a harmonious coexistence with** our planet. /We are convinced that this issue will serve as a catalyst for positive change, encouraging everyone to take actionable steps towards a greener future.

Warm regards,

Li Hua

Editor-in-chief

Dear Readers,

As we strive to **shape a more sustainable future**, we are proud to launch our special issue dedicated to advocating low-carbon living. This edition **holds special significance** as it aims to **highlight the pressing need** to reduce carbon footprint and promote eco-friendly lifestyles.

The content of this special issue **will feature insightful articles, practical tips, and inspiring stories** on various aspects of low-carbon living, including **energy conservation, waste reduction, sustainable transportation**, and the importance of **embracing renewable resources**. We hope to provide our readers with valuable guidance to **empower them to make environmentally conscious choices** in their daily lives.

It is our sincere hope that this special section will **motivate** our readers to **fall into low-carbon lifestyles**, and **take meaningful measures** to construct **a more sustainable** world. Wish every reader some inspiration on their way to a carbon-free life.

Warm regards,

Li Hua

Editor-in-chief

9、2024年3月云南省第一次省统测---告知鼓励---短视频征集活动

假如你是李华，你市电视台正面向留学生开展主题为“Feel of China”的短视频（short video）征集活动。请给你的留学生朋友 Chris 写一封邮件，鼓励他参加，内容包括：

1. 活动介绍；
2. 内容要求。

注意：

1. 写作词数应为 80 个左右；
2. 请按如下格式在答题卡的相应位置作答。

读题干，明方向

文体：本质上是邀请信

对象：留学生朋友 Chris

读内容，齐要点

内容一：活动介绍（介绍什么呢？活动目的？活动时间？谁主办？等等）

内容二：内容要求。从两个方面来说：一、活动方面；征集活动应该明确视频提交截止日期；二、视频方面；视频主题，视频的画面，视频的时长等等。这一个内容是重难点也是给分点！

内容三：如何鼓励？要体现语言交际功能（Chris 擅长于拍视频，有独特视角等等）

读本质，清逻辑

如何鼓励 Chris 才会参加？内容要求说什么才具体全面？

相关话题教材文章：

Dear Chris,

Exhilarated to inform you that our local TV station is currently hosting a captivating short video activity specifically **tailored/intended/meant for** international students, I strongly recommend that you give it a shot.

Entitled "Feel of China", this event **aims to highlight/portray** the multifaceted experiences that international students encounter during their time in China. **As for contents, any entry should be centered around the theme and highlight your own special experiences.** Besides, to make a video of high quality, **it's suggested that** you should use a professional camera to guarantee clear pictures. **Lastly**, every qualified video is limited to 15minutes and due on March 15.

Now that you have a burning passion for photography and excel in video making, I think it is a golden opportunity for you to show you talent and distinguish yourself. I am looking forward to your contributions.

Given your unique perspective and proficiency in video making as a foreign student, I strongly urge you to participate and present your individual interpretation of "Feel of China". This is an excellent opportunity to spark/fuel your creativity. I eagerly await the unveiling of your video submission!

Warm regards,

Li Hua

10、2024年3月金瞿丽12校模拟考试---文章投稿---高中生如何养成良好的心理状态

你校英语报近期将推出一个主题为“高中生如何养成良好的心理状态”的专栏。你与美国教育专家 Dr. Smith 进行了交流后写一篇英语文章投稿，主要内容如下：

1. 交流的主要内容；
2. 交流后的收获。

注意：

1. 写作词数为 80 左右；
2. 请在答题纸的相应位置作答。

读题干，明方向

文体：

对象：

读内容，齐要点

内容一：

内容二：

内容三：

读本质，清逻辑

??

相关话题教材文章：

Recently, I **was privileged to have a conversation with** Dr. Smith, a distinguished education expert from the United States, **about** how high school students can **cultivate/nourish a positive mental state**. I am **overjoyed to share** these insights in our school's upcoming English section.

During the conversation, Dr. Smith first **put emphasis on** the importance of self-care and stress management. **What struck me most is that** he discussed about instructive advice on mental health. **As he suggested**, we students should prioritize our mental health by **practicing mindfulness**,

engaging in regular exercise, and seeking support from friends and family. Dr. Smith also highlighted the significance of setting realistic goals and maintaining a balance between aiming for academic performance and mental health.

After the discussion, not only did I appreciate the significance of mental well-being in our academic success, but also I recognized that by adopting suitable suggestions and seeking help when needed, we can develop a positive mindset and thrive in all aspects of our lives./I came to realize that achieving academic success in high school shouldn't come at the expense of mental health. Dr. Smith's insights serve as a reminder for students to prioritize their well-being while striving for excellence.

11、2024 年 4 月 “3+3+3” 诊断性联考（二）---介绍信---介绍科技节

假定你是李华，上周你校举办了科技节。请给你的笔友 Kevin 写一封邮件介绍相关情况。内容包括：

1. 活动介绍；
2. 对你的影响。

注意：

1. 写作词数应为 80 词左右；
2. 开头和结尾已给出，不计入总词数。

Dear Kevin,

How is it going? _____

How about your school life? Anticipating your early reply!

Yours,

Li Hua

读题干，明方向

文体：介绍信

对象：朋友

读内容，齐要点

内容一：介绍活动（目的、具体内容）

内容二：对你的影响（科技节点燃对科技的热爱？培养创造力）



内容三:

读本质, 清逻辑

内容之间如何过渡?

相关话题教材文章:

Dear Kevin,

How is it going? **I can't hold back** my thrill to share with you something about the Science Festival held last week in our school.

To spark students' interest in science and foster our innovative thinking, the festival, totally holding both students and teachers in its power, **consisted of/featured** a series of appealing activities. The exhibition of AI models such as ChatGPT and Sora **blew our minds**, while the lecture by a distinguished scientist explored the career opportunities that science can open up for us. **The highlight was that not only did** we make biological specimens, and test paper bridge strength, **but we** launched a water-rocket competition. **Having immersed myself in all the hands-on activities, the Festival has fueled my creativity**, and **boosted my newfound determination** to pursue a career in this field and make a positive impact on humanity.

How about your school life? Anticipating your early reply!

Yours,

Li Hua

12、2024年3月浙江省9+1高中联盟---招募启示---英语俱乐部招人

假定你是校英语俱乐部负责人李华, 请你以**俱乐部的名义**写一则招募成员启事。内容包括:

1. 俱乐部主要活动;
2. 加入俱乐部的益处;
3. 如何加入。

注意:

1. 写作词数应为80词左右;
2. 开头和结尾已给出, 不计入总词数。

读题干, 明方向

文体: 招募启事

对象:

读内容, 齐要点

内容一: 俱乐部主要活动 (**具体: 演讲比赛; 英语辩论赛; 观看英语电影;**)

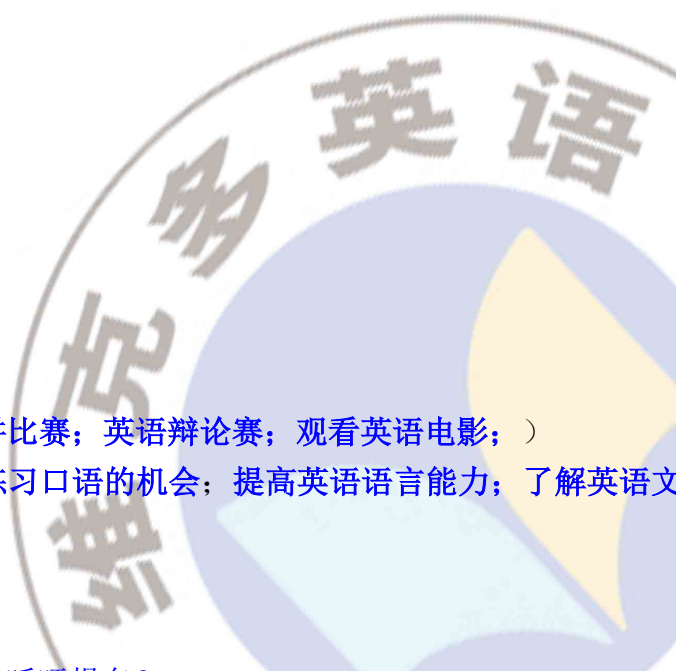
内容二: 加入俱乐部的益处 (**和他人练习口语的机会; 提高英语语言能力; 了解英语文化; 交朋友**)

内容三: 如何加入。 (**联系方式**)

读本质, 清逻辑

内容之间如何过渡? 用什么句式和语气呼吁报名?

相关话题教材文章:





SUMMER CAMP HELPERS WANTED!

Are you an active and outgoing person? Are you passionate about Chinese culture? Would you like to meet and help young people from other countries?

The Frog & Fox Summer Camp **Council** is looking for enthusiastic high school students to join our team as camp helpers at our summer camp next year! Our camp is located in a beautiful area near a quiet **canal**, where you will sleep in tents under the stars.

We are building a team of keen young people to help us attend to hundreds of students from all over the world. You will be required to supervise and/or help out in a variety of tasks¹ and recreational activities².

Successful applicants will ideally have the following:

- a good level of English;
- good organisational and teamwork skills;
- a passion for Chinese and international culture;
- experience with animals;
- a friendly, welcoming attitude, and good **handwriting!**

Send your CV and cover letter to: receptionist@FAFSC.com (FYI: Applications can also be made on paper or disk.)

1 Keep the **parking** area clean, guide new guests to the reception area, etc.
2 **Camel** rides, barbecue & fry, calligraphy, **purse sewing**, knitting with wool, etc.

下水范文:

New Members Wanted

Are you a language enthusiast who is passionate about English? Do you enjoy engaging in various language-related activities? Look no further! The English Club **is the perfect place for** you.

To help members enhance your English proficiency, our club **is packed with** a variety of activities, **ranging from** English corner discussions, language games, movie nights to cultural exchange events. Joining our club, not only **will you be blessed with** opportunities to practice speaking with native English speakers, and expand vocabulary by appreciating English movies, but you'll **cultivate your critical thinking** by joining English debates and **gain insights into** English-speaking cultures.

To become a member, simply fill out the application form available at the club office and attend **our weekly meetings every Friday at 3 p.m.** . We anticipate welcoming you into our vibrant English learning community!

English Club

官方范文:

New Members Wanted

Welcome to the English Club! It serves as a platform to demonstrate your outstanding English abilities. You can be involved in a variety of activities, **including staging musical dramas, attending group discussions, watching Oscar-winning movies, and taking part in speeches and debates.**

The above activities are highly beneficial in multiple regards. First, your active participation will help in **strengthening your sense of responsibility and developing interpersonal relations**. Second, various activities organized by us can **improve your level of proficiency** in English. A good command of English will enable you to **get an edge over** your peers.

If you're interested, don't hesitate to submit a written application for membership to our office or email us via englishclub@163.com. The deadline for applications is March 30. Come and join us now!

English Club

13、2024 年 4 月浙江丽水湖州衢州高三二模---新闻报道---急救知识进校园

上周末你校举办了“急救知识进校园”的活动。请你为校英文报写一篇报道，内容包括：

1. 活动的过程;
2. 活动的影响。

注意：

- 1.词数 80 左右；
- 2.可适当增加细节，使内容充实，行文连贯。

First Aid Knowledge Hits the Campus

读题干，明方向

文体：新闻报道

对象：校英文报

读内容，齐要点

内容一：活动过程（**急救知识讲座；实际展示；急救知识竞赛**）

内容二：活动的影响（**了解急救知识；学会急救技能；意识到急救时候方法和及时的重要性**）

读本质，清逻辑

新闻报道的格式？

相关话题教材文章：

人教版选择性必修二 unit 5 First Aid Heimlich manoeuvre

下水范文

First Aid Knowledge Hits the Campus

以上内容仅为本文档的试下载部分，为可阅读页数的一半内容。如要下载或阅读全文，请访问：<https://d.book118.com/258037024073006075>