

a、大作文 1:

静态围类说明:两篇大作文仅第一段不同

段落一

What the figures demonstrate is the change of _____ (题目信息) As can be seen in the chart, _____ (比例大的) accounted for the biggest proportion at _____ (对应数值), however, _____ (比例小的) occupied smaller portion compared with the former, with only _____ (对应数值). On the contrary, the proportion of _____ and _____ (中间值类别) is moderate, and their respective ratios are _____ (数值 1) and _____ (数值 2). Apparently it is compelling to have some introspection of effects and look into solutions of the situation.

段落二

The reasons for this situation are varied, but the following two factors are the most concernful. First of all, as humans continue to achieve social and economic advances, _____ has drawn great public attention. Secondly, _____ plays an indispensable part in our lives and has significantly influenced the society as a whole. Therefore, it is of great significance to attach high importance to the issue.

段落三

All in all, the picture illustrates a common reality, from which we should see the positive side without clinging to its downsides entanglement. On the basis of those issues raised, efforts are required from different perspectives, in order to produce the best possible outcomes for all. To that end, taking these aspects into account, I believe, will benefit our understanding revolving this recurrent social issue.

b、大作文 2:动态围类说明:两篇大作文仅第一段不同

段落一

The chart provides information on _____ (题目信息) .As distinctly indicated in the picture, the statistics of _____ (主要信息) went up drastically to _____ (对应数值) during the course whereas _____ (次要信息) declined considerably to _____ (对应数值). In contrast, the statistics of _____ (保持平稳的类别) remained stable at _____ (对应数值). What the chart reveals provides us a basis to reflect on and discuss a well-known social issue.

段落二

The reasons for this situation are varied, but the following two factors are the most concernful. First of all, as humans continue to achieve social and economic advances, _____ has drawn great public attention. Secondly, _____ plays an indispensable part in our lives and has significantly influenced the society as a whole. Therefore, it is of great significance to attach high importance to the issue.

段落三

All in all, the picture illustrates a common reality, from which we should see the positive side without clinging to its downsides entanglement. On the basis of those issues raised, efforts are required from different perspectives, in order to produce the best possible outcomes for all. To that end, taking these aspects into account, I believe, will benefit our understanding revolving this recurrent social issue.

C、小作文 1:适合邀请信

Dear Sir/Madam,

I am currently a senior student from_____. And I take this opportunity to write to invite you_____

Please allow me to introduce the following key points you are supposed to know ahead of time. First of all, the event will kick off at 7pm in the Main Hall next Sunday. In the following part, a mysterious guest is to deliver a speech which may push the event to a climax. Last but not least, a party will be held to put the event to a perfect end.

Your kind reply is highly expected. It would be a great honor for us if you could attend

Yours sincerely,

Li Ming

d、小作文 2:适合询问信/请求信/求助信

Dear Sir/Madam,

I am a student at_____, currently in the last year. I would be very grateful to you if you let me know_____

To begin with,_____, which is my primary interest. Could you please provide any details on_____as well as any additional offering that could help me? Your prompt and favorable attention to my inquiry would be highly appreciated

Please let me know if you would like me to clarify and detail of my request. Your prompt attention would be highly appreciated.

Yours sincerely,

Li Ming

e、小作文 3:适合求职信/申请信

Dear Sir/Madam,

I am a senior student of_____.It is a suitable opportunity for me to apply for_____through this litter.

In deference to your valuable time, I would like to demonstrate two reasons of my application. The first reason I would like to introduce is my learning ability and professional skills honed by college studies. Secondly, as a college student, I have rich experience of part-time jobs, which has enabled me to face difficulties with a positive attitude.

Please contact me if any further information is required. Your prompt attention would be highly appreciated.

Yours sincerely,

Li Ming

f 小作文 4:适合推荐信/介绍信

Dear Sir/Madam,

I would like to introduce myself as a student from_____.I am very pleased to recommend/introduce_____to you.

The following aspects can justify my recommendation of_____.Firstly,_____which can bring many benefits to the status quo. In addition,_____,this will contribute to a positive outcome for your study / life.

Thank you for taking this into consideration. Please let me know if you have any further questions regarding this recommendation.

Yours sincerely,
Li Ming

g、小作文 5:适合道歉信/辞职信

Dear Sir/Madam,

I really hope that you will be able to accept my apology for _____. Please accept my sincere apology for I would like to explain my situation to you.

Firstly, I have found that _____, which unfortunately resulted in several problems. Another problem was that _____, which unexpectedly drew me/you into a worse situation. I do hope that you can your consider my situation.

I really hope that you will be able to accept my apology. I look forward to reciving your response.

Yours sincerely,
Li Ming

h、小作文 6:适合祝贺信

Dear Sir/Madam,

Congratulations on your ____ : I am so thrilled for you. I know how hard you work for your goals and you deserve the success you have right now.

All these years, your efforts and persistence are prominent to all, which I believe has led you to the current achievements. Taking this irreplaceable chance, you can embrace a fuller life and pave the way for a brilliant future career, I believe. You will enter the new journey, and I am fully confident that you will be more successful in.

May you enjoy flying colors in the following days to come. Please contact me if there is any problem.

Yours sincerely,
LiMing

i、小作文 7:适合建议信

Dear Sir/Madam,

I am a student in the final year at _____. I am composing to express my views concerning _____。

In the next part.I would like to make the following suggestions from two areas. Firstly _____, which would improve the current situation to a great extent. Apart from that, _____ which will bring long -term benefits for _____

Thanks for your time and i sincerely hope that you can take this into consideration.I hope my suggestions would be of help. And look forward to your reply.

Yours sincerely,
Li Ming

j、小作文 8:投诉信

Dear Sir/Madam,

I am a student in the final year at _____. I am writing to complain about the poor service of _____

There are two major aspects I would like to raise today. For one thing, _____, which was followed by much inconvenience. After that, I tried to consult the after- sales department, but I never got a reply. For the questions mentioned above, I hope you can

Many thanks for sparing time to read the letter. And looking forward to your reply soon.

Yours sincerely,

Li Ming

k、小作文 9:适合感谢信

Dear Sir/Madam,

I sincerely appreciate your help, thanking what you have done for me. I appreciate the support you have provided and your assistance has been invaluable to me.

First of all,_____,I firmly believe it is of great significance to me. I did learn a lot from your calmness and ration in face of problems. In the end,I wish there will be a chance to repay it one day.

I wish there were a better word than ' thanks" to express my appreciation for your generous help. Keep in touch!

Yours sincerely,

Li Ming

r 小作文 10:适合通知公告

Notice

We would like to invite you to our_____at the conference hall on next Sunday. All students are welcome to be present and admission is free.

This event will begin at 7pm with a top performer in speech to deliver us a marvelous speaking. In the end, you will be invited to join a dancing party held at the lobby. We hope this will provide you a chance to socialize with the other guests.

Please reply this email if you would like to join us. For further information please contact the Student Union.

The Students' Union