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领航名师访谈：07年考研英语命题重点大预测大作文常考模板结构 模板一：图画作文 This illustration depicts \_\_\_\_\_ (图画中的人物) Ving, with \_\_\_\_\_ (补充说明). Recently it has become common for people in many walks of life to \_\_\_\_\_ (进一步阐释) It seems to me that the cartoonist is sending a message about \_\_\_\_\_ (图画主题), which is \_\_\_\_\_ (进一步的说明). He seems to be saying that \_\_\_\_\_ (给出细节). In my opinion, \_\_\_\_\_ (个人阐述). This simple picture is a wake up call for \_\_\_\_\_ (所涉群体，如the whole of the human race). Therefore, it is imperative for us to take drastic measures to put an end to \_\_\_\_\_ (问题所在). One the one hand, we must \_\_\_\_\_ (建议一). It is clear that the drawer of the illustration is urging us to \_\_\_\_\_ (进一步说明). On the other hand, \_\_\_\_\_ (建议二) Only in this way can we \_\_\_\_\_ (展望前景). 模板二：图表作文 The chart gives us an overall picture of the \_\_\_\_\_ (图表主题). The first thing we notice is that \_\_\_\_\_ (图表最大特点). This means that as \_\_\_\_\_, \_\_\_\_\_ (进一步说明). We can see from the statistics given that \_\_\_\_\_ (图表细节一). After ving \_\_\_\_\_ (细节一中的第一个变化), the \_\_\_\_\_ Ved 幅度 时间 (紧跟着的变化). The figures also tells us that \_\_\_\_\_ (图表细节二). (数据位置，

如In the second column), we can see that \_\_\_\_\_accounts for \_\_\_\_\_(进一步描述). Judging from these figures, we can draw the conclusion that\_\_\_\_\_(结论). The reason for this, as far as I am concerned is that\_\_\_\_\_(给出原因). / It is high time that we Ved(发出倡议) 模板三：利弊型作文 Recently the issue of whether or not\_\_\_\_\_(讨论话题) has been in the limelight and has aroused wide concern in the public. There are two major arguments that can be made for\_\_\_\_\_. For one thing, \_\_\_\_\_can bring \_\_\_\_\_ to\_\_\_\_\_(优点一). For another, it is widely hold that people usually \_\_\_\_\_when \_\_\_\_\_(优点二). But we must not lose sight of the fact that there are also drawbacks to\_\_\_\_\_, among which are \_\_\_\_\_(列举缺点). For instance, it can be \_\_\_\_\_to \_\_\_\_\_(举例说明). In addition, many people find it \_\_\_\_\_(形容词)to \_\_\_\_\_(第二个缺点) When asked to \_\_\_\_\_, I tend to \_\_\_\_\_. This is because I \_\_\_\_\_(原因一). Furthermore, \_\_\_\_\_(原因二). Finally, \_\_\_\_\_(原因三). 模板四：展望未来型 With the rapid advances of \_\_\_\_\_ in recent years, \_\_\_\_\_has\_\_\_\_\_(引出现象). However, \_\_\_\_\_has\_\_\_\_\_, as\_\_\_\_\_(提出问题). As a result, \_\_\_\_\_has\_\_\_\_\_(指出影响). The effects \_\_\_\_\_has produced on\_\_\_\_\_ can be boiled down to two major ones. First, \_\_\_\_\_(影响一). More importantly, \_\_\_\_\_(影响二). Hence, I believe that we will see a \_\_\_\_\_(提出展望)/ Nevertheless, I

do not think we will see a \_\_\_\_\_ (或反面展望) There are numerous reasons why \_\_\_\_\_, and I would like to explore a few of the most important ones here. The first is that the more (比较级) \_\_\_\_\_, the more (比较级). In addition, we all agree that \_\_\_\_\_ (第二个原因) 《07考研英语考前30天狂背作文》之小作文 资料集锦:2007年研究生入学考试冲刺专题 考研英语经典作文20篇 07英语作文万能公式更多资料请访问: 考试吧考研栏目领航名师访谈: 07年考研英语命题重点大预测书信类八大模板 1: 投诉信 Dear \_\_\_\_\_, I am . (自我介绍) I feel bad to trouble you but I am afraid that I have to make a complaint about \_\_\_\_\_. The reason for my dissatisfaction is \_\_\_\_\_ (总体介绍). In the first place, \_\_\_\_\_ (抱怨的第一个方面). In addition, \_\_\_\_\_ (抱怨的第二个方面). Under these circumstances, I find it \_\_\_ (感觉) to \_\_\_\_\_ (抱怨的方面给你带来的后果). I appreciate it very much if you could \_\_\_\_\_ (提出建议和请求), preferably \_\_\_\_\_ (进一步的要求), and I would like to have this matter settled by \_\_\_\_\_ (设定解决事情最后期限). Thank you for your consideration and I will be looking forward to your reply. Yours sincerely Li Ming 2: 询问信 Dear \_\_\_\_\_, I am \_\_\_\_\_ (自我介绍). I am writing to see if it is possible for you to provide me with information regarding \_\_\_\_\_. (要询问的内容) First of all, what are \_\_\_\_\_? (第一个问题) Secondly,

when will \_\_\_\_\_?(第二个问题)

Thirdly, is \_\_\_\_\_?(第三个问题) I would also like to inquire \_\_\_\_\_(将最重要的问题单独成段).

Could you be so kind as to send me some relevant booklets on the above-mentioned aspects? Thank you for your kindness, and your prompt attention to this letter will be highly appreciated. Yours sincerely Li Ming 3 : 请求信

Dear \_\_\_\_\_, I am writing to formally request to \_\_\_\_\_(请求的内容) The reason for \_\_\_\_\_ is that \_\_\_\_\_(给出原因) .I \_\_\_\_\_, so I \_\_\_\_\_(给出细节) I would also like to request \_\_\_\_\_(提出进一步的要求).

I am sorry for any inconvenience I have caused. Thank you for your attention to these requests. If you have any questions, do not hesitate to contact me at \_\_\_\_\_(电话号码). I look forward to a favorable reply. Yours sincerely Li Ming 4

: 道歉信 Dear \_\_\_\_\_, I am truly sorry that \_\_\_\_\_(道歉的原因). The reason is that \_\_\_\_\_(介绍原因)

Once again, I am sorry for any inconvenience caused. Hope you can accept my apologies and understand my situation. Yours sincerely Li

Ming 5 : 感谢信 Dear \_\_\_\_\_, I am writing to extend my sincere gratitude for \_\_\_\_\_(感谢的原因). If it had not been for your assistance in \_\_\_\_\_(对方给你的具体帮助), I fear that I would have been \_\_\_\_\_(没有对方帮助时的后果). Every one agrees that it was you

who \_\_\_\_\_ (给出细节). Again, I would like to express my warm thanks to you! Please accept my gratitude.

Yours sincerely Li Ming 6 : 建议信 Dear \_\_\_\_\_, You have asked me for my advice with regard to \_\_\_\_\_, and I will try to make some constructive suggestions here. In my humble opinion, you would be wise to take the following actions: \_\_\_\_\_ (建议的内容) I hope you will find these proposals useful, and I would be ready to discuss this matter with you to further details. Good Luck with your \_\_\_\_\_ (祝愿)

Yours sincerely Li Ming 7 : 求职信 Dear Sir or Madam, I write this letter to apply for the position that you have advertised in \_\_\_\_\_ (报纸名称) of \_\_\_\_\_ (广告发布时间). Not only do I have the qualifications for this job, but I also have the right personality for a \_\_\_\_\_ (工作名称). In the one hand, \_\_\_\_\_ (第一个原因). On the other hand, \_\_\_\_\_ (另一个原因). Should you grant me a personal interview, I would be most grateful. If you need to know more about me, please feel free to contact me at any time at \_\_\_\_\_ (电话号码) Thank you for considering my application, and I am looking forward to meeting you.

Yours sincerely Li Ming 8 : 邀请信 Dear \_\_\_\_\_, There will a \_\_\_\_\_ (内容) at/in \_\_\_\_\_ (地点) on \_\_\_\_\_ (时间). We would be honored to have you there with us. The occasion will start at \_\_\_\_\_ (具体时间). This will be followed by a \_\_\_\_\_ (进一步的安排). At around \_\_\_\_\_ (时间), \_\_\_\_\_ (另一个安排) I really hope you can make it. RSVP before \_\_\_\_\_ (通知你的最后

期限) Yours sincerely Li Ming 《07考研英语考前30天狂背作文》之小作文 资料集锦:2007年研究生入学考试冲刺专题 考研英语经典作文20篇 07英语作文万能公式更多资料请访问: 考试吧考研栏目 100Test 下载频道开通, 各类考试题目直接下载。详细请访问 [www.100test.com](http://www.100test.com)