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https://www.100test.com/kao_ti2020/468/2021_2022__E6_88_91_E7_9A_84BEC_E5_c85_468225.htm（一）总起句

The present talk aims to decide... The purpose of this talk is to answer the question of ... In brief, this talk sets out to solve the problem of ... There are

currently three possible solutions to ...（二）分论点

Firstly,... ; Secondly,... ; Thirdly , ... In addition, ... Furthermore, ... As ... is concerned, ... As for ... , ... On one hand, ... ; On the other hand

, ...（三）小结句 From the above information, it can be shown that ... Based on the study, it is clear that ... Before we close, let me

just summarize the main points. Shall I just go over the main points? So, to sum up, ... In conclusion, ... In general, ... On the

whole, ... Overall, ...（四）常用连词1 . 解释性：in other words , that/which means , namely , that is to say 2 . 进一步阐释性：in particular , especially , notably , chiefly 3 . 对照、转折性：but,

though, even though, while, whereas despite, in spite of yet, however, nevertheless, still, but, even so all the same , in contrast 4 . 原因、结果

：lead to, result in, bring about, give rise to, account for, be responsible for, followed by effect rise, stem from, be attributable to, cause because, as, since , because of, due to, owing to, on account of,

as a result/consequence of therefore, so, accordingly, consequently, hence, thus, that ' s the reason why（五）常用口头衔接语 Well, it

seems to me that ... That ' s true, but on the other hand ... I couldn ' t have put it better myself. That ' s just what/all I was

thinking. There ' s something in that, I suppose. That ' s exactly my

opinion. Well, the point I ' m trying to make is that ... Well, what I am trying to say is that ... That ' s how I feel. That ' s just how I see it.

(六) 常用词汇1 . 动词 : to clarify, to explain, to interpret, to put sth. another way, to recap on sth.2 . 名词 : a summary, a decision, a report, an outcome, a write-up, a recommendation

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