

## 四级考纲：

### 2.1.2 试卷分解

#### 1) 写作

作文题的提示形式包括提纲、情景、图画或图表等，每次考试采用其中的一种形式。要求考生根据所规定的题目及所给出的提示写出一篇短文，长度不少于 120 词。写作部分的分值比例为 15%。考试时间 30 分钟。

## 六级考纲：

### 3.1.2 试卷分解

#### 1) 写作

作文题的提示形式包括提纲、情景、图画或图表等，每次考试采用其中的一种形式。要求考生根据所规定的题目及所给出的提示写出一篇短文，长度不少于 150 词。写作部分的分值比例为 15%。考试时间 30 分钟。

- ➔ **可能会考到，但是概率不大**
- ➔ **不要浪费太多时间在这类上**
- ➔ **大家都不太会写所以不用太过担心**

## 图画类 = 漫画类

【第一段：画面+结论】

As is **vividly shown/ depicted** in the picture, +画面内容. 【非限定性定语从句】

Simple as it seems 【半倒装】 , what the picture tries to reveal is **thought-provoking**.  
The picture conveys/delivers the message that + 结论.

### 【第二段：原因】

There are **myriad** reasons for this.

First and foremost = In the first place = what must be **prioritized** is that ... 【表语从句】

The second **noteworthy** reason is that ...

### 【第三段：凑字总结】

To sum up, (considering all the factors above), it is reasonable/ natural to reach the conclusion that ... 【形式主语+同位语从句】

【凑字数】

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## 应用文

### 2016 给老师/ 朋友/ 父母 感谢信

大家都不太会，所以不用浪费太多时间：

How is everything going? I am writing to

- ★ 感谢信： convey/ express/ extend my **sincere gratitude = heartfelt thanks** for ...
- ★ 询问信： **inquire** ...
- ★ 建议信： make some **constructive** suggestions here **regarding** ...
- ★ 请求信： **formally request**...
- ★ 投诉信： make a **complaint** about ...
- ★ 道歉信： **apologize** for ...
- ★ 求职信： **apply** for the position that ...
- ★ 邀请信： **invite you to** + 活动+时间地点 We would be **honored** to have you with us.

**heartfelt** *adj.* /'hɑ:tfelt/ 

[ usually before noun ] showing strong feelings that are sincere 衷心的; 真诚的

 **sincere**

- a **heartfelt apology/plea/sigh** 真切的道歉/恳求/叹息
- **heartfelt sympathy/thanks** 由衷的同情/感谢

### 【第二段】

- ★ 感谢信: It is extremely **thoughtful** 【体贴的】 of you to do sth. 题干细节 My true gratitude is beyond description. Thanks again for your **generous** help.
- ★ 询问信: Could you kindly send me some **relevant materials** and information **regarding** ... Thank you for your kindness. Looking forward to your reply.
- ★ 建议信: In my humble opinion, it would be a **reasonable/wise/advisable** choice to ....
- ★ 请求信: I would like to request ... I apologize for the inconvenience caused. If you have any question, please do not **hesitate** to contact me. Looking forward to your reply.
- ★ 投诉信: I would appreciate it if you could ... and I hope that this matter can be **settled** by + 时间 Looking forward to your reply.
- ★ 道歉信: I feel guilty for ... I sincerely hope my apology can be accepted.
- ★ 求职信: I firmly believe I am the **qualified candidate** for +岗位. Please don't **hesitate** to contact me if more information is needed. Thank you for considering my application.
- ★ 邀请信: The occasion will start at ...+活动细节 I really hope you can **make it** 【按时到】.

## 2017年6月真题:

在校园网站出售二手自行车/ 二手教材/ 二手电脑

## 广告类【无固定格式】

### 【开头段: 卖什么】

I would like to sell xxx, because/ in that/ since/ as +原因

The details are **as follows**.

### 【说服别人】

First and foremost, 卖的是什么.


Most **impressively**, 东西的细节特征

【价格+联系方式】

Given the **mentioned** merits, I would like to sell it for +钱.  
I **guarantee** it could be the best choice for you!

If you have any question with regard to/ regarding/ concerning xxx, please do not **hesitate** to contact me. I can **be reached at** +电话号 or +邮箱地址

【凑字数： Please contact me by telephone before visit. Thank you very much.】

2. Mr. Geithner, please note that Mr. Vogelstein is still affiliated with Warburg Pincus and **can be reached at** (212) 878-0601. 

FORBES: The Croesus Chronicles

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