

# 先搞懂这四件事

## 一、写作考什么？

### 1、四六级统一

→ 都是论说文

### 2、区别

(1) 字数 (120~180 ; 150~200)

(2) 话题

## 二、写不写标题？

例：

the importance of building trust between employers and employees

→ **The Importance** of **Building Trust** between **Employers** and **Employees**

→ **The** importance of building trust between employers and employees

## 三、怎样拿高分？

### 1、结构

→ 论点、论据、论证

### 2、语法

→ 少犯错就是多得分

### 3、词汇

→ 偶尔亮点词

### 四、如何不偏题？

#### 1、三种情况

- (1) 完全偏
- (2) 部分偏
- (3) 貌似偏

例：

For this part, you are allowed 30 minutes to write an essay on the importance of building trust between employers and employees.

#### 2、解决方法

→ 重复主题词+同义替换

例 1：

For this part, you are allowed 30 minutes to write a short essay on the **challenges** of living in **a big city**.

主题词和同义替换：

- (1) 第 1 个要素

**challenges**

→ difficulties

→ problems

- (2) 第 2 个要素

**a big city**

→ a large city

- a major city
- Beijing, Shanghai ...
- a metropolis
- the capital of China

**例 2 :**

For this part, you are allowed 30 minutes to write an essay on the **importance** of building **trust** between **employers** and **employees**.

主题词和同义替换：

(1) 第 1 个要素

**importance / important / be of importance**

- significance / significant / be of significance
- beneficial / harmful
- meaning / meaningful

(2) 第 2 个要素

**trust**

- belief / believe
- faith

(3) 第 3 个要素

**employers and employees**

- bosses and workers
- business owners and staff members

三个段落就稳了

第一段：引出话题

第二段：具体论证

→ 三大论证方法

- (1) 正反论证
- (2) 因果论证
- (3) 举例论证

第三段：提出建议或措施

1、三观正确

2、呼应主题

- (1) 再次重复主题词
- (2) 改写全文第一句

# 最强的写作框架

## 一、第一段

### 1、开头句

With the development of \_\_\_\_\_(society/education/economy...), more and more people \_\_\_\_\_

或

With the development of \_\_\_\_\_, it is possible for people to \_\_\_\_\_

或

When it comes to \_\_\_\_\_, people \_\_\_\_\_

例：

When it comes to mutual trust, people should realize its importance between employers and employees.

### 2、扩充句

自己构思，或，万能论据

## 二、第二段

### 1、第二段开头句

As for this, different people may have different views.

替换词：

**different**

→ various

→ diverse

**views**

→ perspectives

替换后：

As for this, different people may have **diverse perspectives**.

**2、第二段扩充句**

(1) 正反论证

Some people may hold that \_\_\_\_\_. (正方)

Others may be concerned that \_\_\_\_\_. (反方)

或

Some people \_\_\_\_\_, (正方) while others \_\_\_\_\_ (反方)

例：

Some people may hold that with loads of information, the virtual world can enrich our spiritual life, while others may be concerned that it would make the mental distance wider.

(2) 因果论证

There are many reasons behind this problem.

First and foremost, \_\_\_\_\_ (原因一)

In addition, \_\_\_\_\_ (原因二)

Finally, \_\_\_\_\_ (原因三)

替换词：

**many**

→ numerous

**problem**

→ issue

或

→ phenomenon

(3) 举例论证

For instance, \_\_\_\_\_

或

...such as \_\_\_\_\_

例：

While big cities are attracting more and more people, they also bring a host of challenges, **such as** traffic jams, air pollution and over-crowded streets.

举例思路：

- 自己或身边的人
- 年轻人 (young people / the youth)
- 学生 (college students / undergraduates / graduates / postgraduates)
- 公司 (companies / corporations / firms)
- 事物 (Internet / smart phones ...)

### 3、第二段结尾句

As for me, I would \_\_\_\_\_

或

As for me, I think \_\_\_\_\_

或

As for me, I agree with the view that \_\_\_\_\_ (正方或反方观点)

### 第三段

#### (1) 第三段开头句

To sum up, if we \_\_\_\_\_, we should \_\_\_\_\_

#### (2) 第三段扩充句

Besides, I would suggest \_\_\_\_\_

例：

To sum up, if we choose to live in large cities like Beijing or Shanghai, we should learn to adapt ourselves to the challenges in these cities. Besides, I would suggest the government take policies to deal with related issues.

扩充思路：

- 自己
- 大家
- 政府



# 无敌的万能论据

## 一、使用时机

### 1、无话可说

### 2、字数不够

## 二、使用注意

### 1、考前背熟

### 2、简单改写

### 3、转化论点

## 三、六大万能论据

### 1、科技

In\_\_\_\_\_（时间：过去），advances in\_\_\_\_\_（某个领域）have made it possible for people to\_\_\_\_\_（做某件事成为可能）。

#### 例 1：

In the last few decades, advances in medical technology have made it possible for people to live longer than in the past.

过去的几十年，医疗技术的进步，已使得人们能活得比过去更久。

#### 例 2：

In the last ten years, advances in computer technology have made it possible for people to get more information and enrich their spiritual lives.

过去的十年，计算机技术的进步，使人们能获取更多信息，而且也丰富了人们的精神生活。

## 2、健康

Nowadays, an increasing number of people are beginning to believe that\_\_\_\_\_ contribute(s) positively/negatively to our health.

例：

Nowadays, an increasing number of people are beginning to believe that physical exercise contributes positively to our health.

如今，越来越多人开始相信，锻炼对健康有好处。

## 3、成长

While the inclination towards\_\_\_\_\_ is common, one must fully be aware of the negative impact of\_\_\_\_\_.

例：

While the inclination towards procrastination is common, one must fully be aware of the negative impact of unnecessary delays.

虽然拖延是普遍现象，但人们应该充分意识到，不必要的拖延会造成不好的影响。

注：

inclination

n.

倾向

procrastination

n.

拖延

#### 4、生活

We have always been taking\_\_\_\_\_ as something to relax ourselves or something that can add color to the dull routine of everyday life.

注：

take A as B

认为 A 是 B；把 A 当作 B；认为 A 有 B 的特点

add color to sth.

为……增添色彩

dull

a.

无聊的，枯燥的

routine

n.

常规，惯例

例：

We have always been taking going on a hike as something to relax ourselves or something that can add color to the dull routine of everyday life.

我们一直认为徒步旅行可以让我们放松，也可以为我们每天枯燥的生活增添一些色彩。

#### 5、社会

There is no doubt that harsh measures should be taken to eliminate\_\_\_\_\_ once and forever.

注：

harsh

a.

严厉的

eliminate

v.

消除

例：

There is no doubt that harsh measures should be taken to eliminate drunk driving once and forever.

## 6、利弊

### (1) 利

The most obvious conclusion that can be reached when weighing the advantages and disadvantages of\_\_\_\_\_ is that it benefits us considerably.

例：

The most obvious conclusion that can be reached when weighing the advantages and disadvantages of the market economy is that it benefits us considerably.

在权衡市场经济的利弊时，显然，它对我们大有好处。

### (2) 弊

The most obvious conclusion that can be reached when weighing the advantages and disadvantages of\_\_\_\_\_ is that it is quite harmful.

## 四六级真题范文

### 四级真题和范文

For this part, you are allowed 30 minutes to write an essay. Suppose you have two options upon graduation: one is to find a job somewhere and the other to start a business of your own. You are to make a decision. Write an essay to explain the reasons for your decision. You should write at least 120 words but no more than 180 words.

#### **Find a Job or Start a Business**

With the development of modern society, it is possible for many people to make different choices upon graduation. Some people may prefer to find a job. But others may choose to establish a company.

As for this, different people may have different views. Some people may believe that finding a job is a good way of supporting themselves, while others may think that establishing a business would be a better option. As for me, I suppose that getting a job may be good for me. First and foremost, it is easier for me to find a job compared with starting a business, which demands funds and much experience. In addition, working for others could help develop my personalities, such as hardworking and stress tolerance ability.

To sum up, if we lack funds and experience, we should find a job. Besides, I would suggest graduates work for a large company and learn some useful skills instead of starting a business.

## 六级真题和范文（第 1 篇）

Directions: For this part, you are allowed 30 minutes to write an essay on the importance of building trust between employers and employees. You can cite examples to illustrate your views. You should write at least 150 words but no more than 200 words.

### **The Importance of Building Trust between Employers and Employees**

With the development of economy, it is significant for people to build Trust between Employers and Employees. There is no doubt that trust can exert positive influence to our society. It is an essential part of everyone's life. People can't live without trust.

Trust is beneficial to our society as well as individuals. First and foremost, trust can help facilitate the harmony of our society. In addition, building trust between two parties can boost/improve efficiency in workplace which will spur continuous development of individuals.

Therefore, by some means or other we, we should find ways to develop trust between employers and employees. On the one hand, from the standpoint of a nation, the government should set rules and regulations for businesses to guarantee welfare of employees. Only by doing this can our nation become more and more harmonious. On the other hand, from the perspective of individuals, we should try to achieve consensus/agreement between bosses and workers. Only when we achieve trust, can we work efficiently. To sum up, trust is so significant that no one can live without it.

## 六级真题和范文（第 2 篇）

For this part, you are allowed 30 minutes to write a short essay on living in the virtual world. Try to imagine what will happen when people spend more and more time in the virtual world instead of interacting in the real world. You are required to write at least 150 words but no more than 200 words.

### Living in the Virtual World

With the development of modern IT technology, it is possible for many people to live in the virtual world. Let's imagine what will happen when people prefer to live in the virtual world rather than communicate with others in the real world.

As for this, different people may have different views. Some people may believe that with loads of information, the virtual world can enrich our spiritual life, while others may be concerned that it would make the mental distance wider. As for me, what I can imagine about living in the virtual world is that it will exert a negative influence on people's life. First and foremost, the virtual world has changed the way that people communicate. In addition, with the virtual world separating us from each other, we may become increasingly indifferent and cold-blooded, which will do great harm to the maintenance of human relationships.

To sum up, if we want to enjoy our life and maintain good interpersonal relationships, we should realize that the virtual world is totally different from the real one and we should enjoy people's company in the real world. Besides, I would suggest my friends and classmates to talk face to face instead of chatting online.

背这些以防万一

为了防止出题人剑走偏锋，你最好再背背下面的句子。

## 一、应用文

应用文的类型很多，限于篇幅，本文不再详述，请背熟下列应用文的套语，起码考场上不会无话可说。

### 1、投诉信

I am sorry to trouble you but I am afraid that I have to make a serious complaint about \_\_\_\_\_

很抱歉打扰您，但我必须对\_\_\_\_\_郑重提出投诉。

### 2、咨询信

I would be grateful if it's so kind of you to give me some essential information.

如果您能告知一些必要的信息，我将不胜感激。

### 3、建议信

I am writing to you to give my suggestions about \_\_\_\_\_

写此信是要提出我对\_\_\_\_\_的建议。

### 4、申请信

I would like to apply for admission to your university.

我想申请入贵校学习。

### 5、介绍信



I am writing to introduce\_\_\_\_\_

我写信是要介绍\_\_\_\_\_

## 6、邀请信

It gives me the greatest pleasure to invite you to\_\_\_\_\_

十分高兴能邀请您来\_\_\_\_\_

## 7、道歉信

I am excessively sorry to tell you that\_\_\_\_\_

非常抱歉地告知您\_\_\_\_\_

## 8、祝贺信

I would like to extend to you my utmost congratulations.

我想对你表示衷心祝贺。

## 9、感谢信

对你的帮助，我深感谢意。

I am deeply grateful to you for your kind help.

## 10、演讲词

It is a great honor for me to stand here and give my speech.

很荣幸能站在这里做演讲。

Today I am going to talk about\_\_\_\_\_

今天我想谈谈\_\_\_\_\_

## 11、小广告

If you have any question about more details of\_\_\_\_\_, please contact me at\_\_\_\_\_

如果你对\_\_\_\_\_（产品）的细节还有疑问，请联系\_\_\_\_\_（号码）

## 二、图画类作文

图画作文和论说文相似，二者的主要区别在于第一段，第一段务必要加上描述图画句子。

图画作文的其余两段，论说文的写法是一样的。

图画类作文有两种：漫画和数据图。所谓数据图，指的是柱状图、折线图、饼状图等，这些图上都会出现数据和时间。

### 1、描述漫画的句式

As is vividly depicted in the cartoon, with speedy social and economic development, \_\_\_\_\_

正如漫画中所生动描述的，随着社会和经济的迅速发展，\_\_\_\_\_

### 2、描述数据图的句式

As is illustrated in the graph, the number of\_\_\_\_\_（主题词） is about\_\_\_\_\_（数据） in\_\_\_\_\_（时间）

如图表所示，\_\_\_\_\_年，\_\_\_\_\_的数量大约是\_\_\_\_\_。

**最后，祝大家考试顺利！**