

(MrJin 模板套用) 2018 年小作文 (英语一)

Directions:

Write an email to all international experts on campus, inviting them to attend the graduation ceremony. In your email, you should include the time, place and other relevant information about the ceremony.

You should write about 100 words neatly on the ANSWER SHEET.

Do not use your own name at the end of the email. Use "Li Ming" instead (10 points)

基础差的同学，一定要背熟模板。这样你才能灵活重组出一篇作文。同时，尽量不要自己发挥，因为基础差就意味着你临场写出的每句话都是错的。一定要多用模板句，少暴露，只做必要的调整。同时，注意句子之间的衔接，尽量套得“丝滑”一些。

Dear Professor,

You cannot imagine how excited I am when writing this email to you. Anyway, the purpose of my writing is to invite you to our graduation ceremony.

In our eyes, you have always been a learned and responsible professor. Besides, you have a very good reputation in the field of education. So it is our sincere hope that you could attend this event. In fact, it will be held on December 25th, 2021 at the Lecture Hall. By the way, we will have many traditional shows that day. So, if you are enthusiastic about Chinese culture, you absolutely should not miss them.

Again, we sincerely hope that you could take our invitation into consideration and I am looking forward to your reply. (122 words)

Yours respectfully,

Li Ming

亲爱的教授，

您无法想象我此刻写信有多么地激动。总之，我写此信是想邀请您来参加我们的毕业典礼。

在我们眼里，您一直都是一位非常博学 and 负责任的教授。而且，您在教育界也有着非常好的声望。因此，我们诚盼您能参与这次活动。事实上，它将于 2021 年 12 月 25 日在我校学术礼堂举行。顺便说一下，那天将会有很多传统节目。所以，如果您热衷于中国文化的话，您可千万不能错过这些节目。

我们再次诚挚地希望您能考虑我们的邀请，同时期待着您的回复。

您诚挚的，

李明

(改编升级版) 能力强的同学, 还可以根据我们给的模板进行扩展, 改编。

Dear Professor,

On behalf of the students' Union, I would like to extend to you an official invitation to the forthcoming graduation ceremony.

Since you have a very good reputation in the field of education, we would feel very privileged if you could come to this event, which will take place on December 25th, 2021 at the Lecture Hall of our school. And if you happen to be interested in Chinese culture, you absolutely should not miss it because we have arranged a diversity of Chinese traditional shows like Peking opera and Kongfu on it. By watching these performances, you will have a more comprehensive knowledge of our culture.

Again, we hope that you will definitely make your presence and we are seeking for your kind arrival.

(125 words)

亲爱的教授,

我谨代表学生会向您发出邀请, 来参加即将到来的毕业典礼。

因为您在教育界享有盛誉, 因此如您能参与此次活动, 我们将感到非常的荣幸。本次毕业典礼将于2021年12月25日在我校学术礼堂举行。另外, 如果您刚好对中国文化感兴趣的话, 你更不能错过这次活动, 因为我们在典礼上安排了各式各样的中国传统节目, 例如京剧和功夫。通过观看这些节目, 你会对我们的文化有更加全面的了解。

我们再次诚挚地希望您能到场, 期待您的光临。

您诚挚的,
李明

重点表达

1. 代表 (学生会) on behalf of (the Students' Union)
2. 各种心情 I wish to, I would like to, I am glad to, I feel very privileged to, I am very pleased to have the honor of (接 doing sth), It is with great pleasure
3. 邀请 invite, extend to you an official invitation,
4. 参加 participate in, attend, join us for the ...
5. 即将到来的 forthcoming

句式扩展举例

- (1) I am writing on behalf of the Students' Union to invite you to our graduation ceremony.
- (2) It is with great pleasure that I write this letter to invite you ...

(3) On behalf of the Students' Union, I am glad to invite you ...

(4) On behalf of the the Students' Union, I wish to extend to you an official invitation to participate in our graduation ceremony.

(5) On behalf of the Students' Union, I am very pleased to have the honor of inviting you to participate in the forthcoming graduation ceremony.

MrJin 注：我们的模板给大家提供的是一个内核，是适用性最强的表达。在此基础上，大家可以去扩展每个模块，发展出自己的一些表达。以上例子，就是参考。

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