**建议信写作及实战演练**

1. 建议信写作

1. 写信原因及目的； 2. 提出具体建议并说明原因； 3. 希望采纳建议，表达美好祝愿。

1. 建议信写作可用句式：
2. I'm sorry to hear that (you are having trouble in...) Such problems are quite normal. Perhaps the following suggestions are helpful.
3. You have asked me for advice with regard to/concerning...., and I’ll make some suggestions here.
4. I’m more than delighted to receive your letter asking for my advice on...
5. I’m writing to share my views on this problem, which I think may be helpful to you.
6. I would like to make some constructive suggestions/offer you the following suggestions, hoping to help you.
7. I do hope/Hopefully, these suggestions will be of great used to you.
8. I sincerely hope that you’ll find my suggestions beneficial.
9. To begin with, it would be wiser to do...
10. As far as I’m concerned, some measures should be taken to do sth.
11. I hope these suggestions will be of use to you. Remember: where there is a will, there is a way.
12. I hope that my suggestions are helpful for you anyway. I would be more than happy to see improvement.
13. I believe that you will take my suggestions into serious account. Whatever you decide to do, good luck with your studies/work!
14. I sincerely hope my advice will be some help for you. If there is more I can do to help, please let me know.
15. I sincerely hope my advice will be some help for you.Wish you a pleasant trip to Beijing.
16. 高考真题练(2017北京卷)

假如你是李华，你的英国朋友Jim所在的学校要组织学生来中国旅行，有两条路线可以选择：“长江之行“或“泰山之旅”。Jim来信希望你能给些建议。请你给他灰回信，内容包括：

1. 你建议的路线； 2. 你的理由； 3. 你的祝愿。

Dear Jim，

I’m happy to know you’re coming to China. Of the two trips to the Yangtze River and Mount Tai, both are highly recommended.

Personally, I prefer the tour along the Yangtze, the longest river and one of the mother rivers of Chinese civilization. You can learn a lot about the history of China and Chinese people. Moreover, the scenery along the river is breathtaking with many well-known sightseeing spots. That’s why I think the trip along the Yangtze will be a better option.

Hope you’ll have a good time in China.(99字)

Yours,

Li Hua

1. 实战演练: 为了帮助中学生健康成长，某中学英文报开辟了“HEART-TO-HEART”专栏。假设你是该栏目的编辑Jamie，收到一封署名为Worried的求助信。信中该同学向你诉说了自己的困扰：近日容易发脾气，使正常的学习和生活受到了影响。请用英文给该同学写一封回信。

内容要点如下：1. 表示理解并给予安慰； 2. 提出建议并说明理由。

1. 很遗憾得知你现在很难控制住自己的脾气。这样的问题很正常，可能下面的建议会有帮助。

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1. 首先，跟你信任的人谈你的感受。这样能释放你的愤怒，又不伤害到别人或自己。

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1. 另外，多和朋友进行户外运动也是一种有效的方式。

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1. 最重要的是， 对你的未来保持积极的心态， 这对提升你的情绪很有好处。

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1. 希望你不久就能冷静下来，恢复正常。

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1. 独立完成： 假如你是李华,你的美国朋友Jamie发邮件告诉你他对中国传统文学非常感兴趣,但是在阅读时遇到了很多困难, 比如很多汉字不认识, 读不懂文章的意思等, 他希望得到你的帮助。请用英文给Jamie回邮件。内容要点如下: 1. 表示理解并给予安慰; 2. 提出建议并说明理由。

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假定你是李华，你的英语朋友Peter来信向你询问如何才能学好中文。请你根据下列要点写回信。

要点：1. 参加中文学习班； 2. 看中文书刊，电视；3. 学唱中文歌曲； 4. 交中国朋友。

Dear Peter,

I’m glad to receive your letter asking for my advice on how to learn Chinese well.

you had better attend a Chinese course, where, with other students, you can learn under the guidance of a teacher. being repeatedly exposed to Chinese books, magazines, and TV can also help you a lot. it is beneficial to you to learn to sing Chinese songs, which can make your learning more interesting and effective. In addition, you can also make more Chinese friends. They will tell you a lot about China and help you learn Chinese.

Looking forward to your progress. (100字)

Yours,

Li Hua

假如你是李华，你的朋友James来信说，随着高考的临近，学习和心理压力日益加大，正常的学习和生活受到了影响。请你用英文给他写一封回信。内容要点如下：1.表示理解并给予安慰 2.提出建议并说明理由。

Dear James,

I am awfully sorry that you are so stressed that it has affected your study and life. However, the situation can't be unchangeable if you take the following suggestions.

To begin with, keep a balance between study and rest. All work and no play makes Jack a dull boy. Additionally, it's highly recommended to have brief conversations with close friends or trustworthy teachers, from whom you are bound to get confidence. Most importantly, you’ll be more organized and less likely to be affected by pressure if you make a regular learning schedule.

Please take my suggestions into account. I’m convinced everything will be better and may you succeed this summer.

Yours,

Li Hua

Dear James,

Sorry to hear about your situation. The following are some suggestions for you to relieve stress.

Preparing for the college entrance examinations is a long-term and complicated process and confidence plays an important role in it, so build up your confidence and never give up easily. Besides, you should find out your own strengths and weaknesses in your study, and seek help from both teachers and classmates in face of difficulties. Most importantly, you are supposed to do more physical exercise to keep fit as well as relax yourselves.

    Do remember: less pressure, better life! Best wishes to you!(99字)

Yours

Li Hua

建议信实战演练：

Dear worried,

I’m sorry to know that you’re having trouble controlling your temper. Such problems are quite normal. Perhaps the following suggestions are helpful.

To begin with, talk to someone you trust about how you feel,which is a wise way to let your anger out without hurting others or yourself. Additionally, go outdoor activities with your friends is also an effective way. Most importantly, remain a positive attitude towards life, which is of great benefit to lifting your spirits.

Hopefully, you’ll soon feel calmer and carry on as normal. (94词)

Yous,

Jamie

独立完成：

Dear Jamie,

    Glad to know that you’re interested in traditional Chinese literature. As a non-native speaker, such problems are quite normal, so there’s no need to feel upset. Here are some useful tips.

    To begin with, turn to the Internet when in trouble, where you can learn how to read and write the characters. Additionally, you can learn from Chinese around and I'm always here to help. Most importantly, you should keep on learning and reading. In this way, you’ll surely make progress.

    Hopefully, my advice will of benefit to you. Looking forward to your improvement.(100字)

Yours,

Li Hua