

## 小作文模板

### 衔接词

1. 转折: anyway, however, yet, while, nevertheless, but, whereas
2. 因果: now that, just that, since, due to, owing to, thus, therefore, accordingly, consequently
3. 首先: to begin with, firstly, first of all, in the first place, above all
4. 其次: secondly, next, then, in the second place, furthermore, what's more, in addition
5. 最后: finally, in the end, in sum
6. 其他: at the moment, to my understanding, in my opinion, all in all, on a yearly basis, each month

### 首段

1. 第一句: 1) 熟人 (寒暄):  
a. 回忆: I am very/quite delighted to recall the past time/days when ...  
quite, very, exceedingly, particularly, delighted, excited, glad, pleased, I am quite delighted to/it is so great to  
b. 祝贺: It is quite great to hear the good news that ...  
c. 回信感谢: I am so delighted to receive your congratulations and thank you very much.
- 2) 非熟人 (自我介绍): As a ... who ..., I am writing for the purpose of ..., since ...
2. 第二句 (表达目的):  
1) 书信: Today, I, (on behalf of ...), am writing for the purpose of ... 2) 通知: This notice is for the purpose of ...

### 中间段

1. 感谢: be obliged/greatful to ... for ...
2. 强调: It is sb's warmhearted ... that enables me to ... It is advisable for sb to do ... be supposed to  
I deem that ... be deeply/greatly grateful/obliged/indebted (to sb) for sth
3. 提建议: It is advisable/of necessity/essential to ... It is not advisable for ... to do ...  
make/offer/propose/provide suggestions/advice/opinion/proposal/recommendation/view  
Would you please consider ... it is expected ... if you can provide opportunities ... it is imperative for us to ...  
These are some important points that I want to mention I would like to offer/render some recommendations as follows.
4. 投诉: I am rather/much disappointed/angry with ... xxx disappoints me a lot.
5. 道歉: make up for/as a token of my apology In retrospect, I believe the situation resulted from ...  
To compensate for my carelessness, I'd like to ...
6. 邀请: I sincerely extend to you an invitation to ... Would it be convenient for you if ...? Would you prefer to ...?
7. 举行活动 (通知): The conference, which is scheduled to be held in our university, will start on ... and last for ...  
Since ... , it is appropriate for applicants to be able to ...

### 尾段

1. 套话: I am looking forward to your favorable reply at your earliest convenience.
2. 期待: I am looking forward to doing ... , I really appreciate your attention and hope to hear from you soon.  
I would like to extend my greatest appreciation if you are so kind as to take my suggestions into consideration.
3. 相信: I deem that with these/above measures taken, .../I am convinced that with your efforts, ...
4. 展望: I deem that with our shared/common efforts, the library service will be improved a lot.
5. 感谢: I want to say I am quite grateful for ...
6. 致歉: I am sorry for any inconvenience caused. I will do my best to make up for the trouble I have caused.  
I would like to apologize for any inconvenience it may have caused you.
7. 投诉抱怨: Provided that you fail to ..., I will ...
8. 通知 (时间地点): The xxx will be held at xxx on xxx in xxx.

## 大作文模板

### 首段

#### 1. 图总:

- 1) 单图无对比: What depicted in the picture is that ...
- 2) 单图有对比: The cartoon depicts/features a sharp contrast between ... and ...
- 3) 两图对比: The two drawing, apparently, can be associated with ...
- 4) 水字数: This is a simple but thought-provoking cartoon.

#### 2. 描图:

- 1) 单图: In ..., there is a/an ..., doing ...
- 2) 单图有对比: the one ... while the other ...
- 3) 两图: In the left hand picture, there is ... doing. In another picture, ...

### 中间段

#### 1. 过渡 + 引出:

- 1) 联系: Such a scenario above, apparently, can be naturally associated with ...
- 2) 现象: Admittedly, nowadays, an increasing number of young people ...
- 3) 关注/原因: This phenomenon is particularly worth concerning for the reason that ... focus only on ... , ignoring the significance of .../ However, some of them focus eyesight only on stars' superficial lifestyles, ignoring their merits.

#### 2. 论述:

##### 1) 衔接句:

- a. 个人品质类: There are several aspects contributing to my viewpoint.
- b. 社会现象类 (引原因): A number of factors can account for this phenomenon/situation/tendency ...
- 2) 原因论述: a. xxx is a major way to ..., Besides, in this knowledge-based economy/society, we are required to ...
- 3) 论点角度:

- a. 钱: This country has a growing and forward-looking economy.

Chinese people have higher standard of living in the past few decades.

Therefore, they have more disposable money to spend on ...

With the improvement of financial status and corresponding purchasing power, people ...

- b. 心理 (精神层次提高/情感需求):

- c. 个人 (工作就业/工作技能):

### 尾段

1. 过渡句: Based on what I have discussed above, I maintain that ..., To sum up, With all aspects carefully considered, I harbor the idea that ...

2. 个人来看: From individual perspective, ...

- 1) 大学生/建议: Accordingly, I, as a college student, am convinced that it is advisable for ... to ...
- 2) 养成好习惯: form a good habit of ...
- 3) 唤起意识: the general public should raise their awareness of ...
- 4) 在日常生活中练习: exercise ... in daily practice

3. 社会来看: From the society's aspect, ...

- 1) 社会/氛围: The society should forge a wholesome atmosphere to guide people .../treat ... in a rational way.
- 2) 高等教育: One of the crucial tasks of higher education should be to help ... cultivate the willingness and ...
- 3) 记住: Everyone should bear in mind ...
- 4) 中华民族伟大复兴: creating conditions for the great rejuvenation of the Chinese nation.

In the picture, there are two climbers on their way to the top of a mountain. One of them, sitting on a stone step with his backpack aside, says in slight **frustration**, “I’m too tired to go any further.” His travel companion hands him a bottle of drink and replies encouragingly, “Come on! Take a break and keep climbing.” The picture intends to illustrate the **irreplaceable** role **persistence** plays in realizing great ambitions.

Just as mountaineers have to climb up rocky and **steep** slopes before reaching the peak, we will inevitably encounter numerous obstacles on our way to success. What is needed then is **a sustained effort** to conquer them rather than an excuse to give up. After all, **surrender** means all previous efforts **come to naught** while **hanging on** certainly brings rewards. High achievers in competitive sports understand that very well and, almost without exception, **attribute their glories to** their **perseverance** with intensive training day after day.

As an old Chinese saying goes, **the last leg of a journey marks the halfway point**. The closer we get to the finishing line, the more fatigued and lazier we feel. At such tough moments, we can only achieve our goals by being **strong-willed** and **gritting our teeth**. In other words, the virtue of persistence is the key to success and thus needs to be cultivated consciously.

图里有两名登山者正在通往山顶的途中。其中一人坐在石阶上，把包放在旁，略带沮丧地说道：“我太累了，不爬了。”他的旅伴递给他一瓶饮料，鼓励道：“别啊！休息一下再接着爬。”该图旨在揭示：坚持不懈对于实现远大理想有不可替代的作用。

正如登山者必须要爬上崎岖陡峭的山坡才能抵达山顶，我们在通往成功的途中也难免会遇到诸多障碍。此时，我们需要通过不懈努力来克服这些困难，而非寻找借口放弃。毕竟，缴械投降就意味着前功尽弃，而坚持下去必将有所回报。在竞技体育领域取得非凡成就的人对此了然于心，他们几乎无一例外会将取得的荣誉归功于自己能坚持完成日复一日的高强度训练。

中国有句古话：行百里者半九十。我们越接近终点线，就越会感到疲惫慵懒。在这样艰难的时刻，只有坚定信念、咬紧牙关，才能达成既定目标。换言之，持之以恒便是我们取得成功的关键，因此我们需要有意培养这种品质。