

## 专题 19 书面表达

### 全国各地历年高考真题全收录

#### 2022 年全国甲卷

你校将以六月八日世界海洋日为主题，举办英语征文比赛，请你写一篇短文投稿。

内容包括：

1. 海洋的重要性；
2. 保护海洋的倡议。

注意：1. 词数 100 左右；

2. 短文的题目和首句已为你写好。

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#### 【答案】

When it comes to ocean, its pollution is becoming more and more serious. World Ocean Day, falling on June 8<sup>th</sup>, is aimed at raising awareness of ocean conservation.

Ocean plays a key role in our world. Not only does ocean offer us sufficient food, but also it maintains the balance of nature. Thus, it is imperative to protect ocean. First of all, what we can do is to place importance on our daily actions. For example, garbage can't be thrown into ocean. What's more, we can also hand out leaflets to call on more people to protect the ocean. The more people are involved, the better the ocean environment is.

All in all, it is high time that we devoted ourselves to protecting ocean. To protect ocean is to protect ourselves.

#### 【解析】

【导语】本文是一篇应用文，就世界海洋日为主题向英文征文比赛投稿，阐述海洋的重要性并提出一些建议。

【详解】1.词汇积累

越来越: more and more→increasingly

重视: place importance on→attach importance to

重要的: key→significant

此外: what's more→furthermore

2.句式拓展

简单句变复合句

原句: World Ocean Day, falling on June 8th, is aimed at raising awareness of ocean conservation.

拓展句: World Ocean Day, which falls on June 8th, is aimed at raising awareness of ocean conservation.

【点睛】[高分句型 1]Not only does ocean offer us sufficient food, but also it maintains the balance of nature.(运用了部分倒装结构)

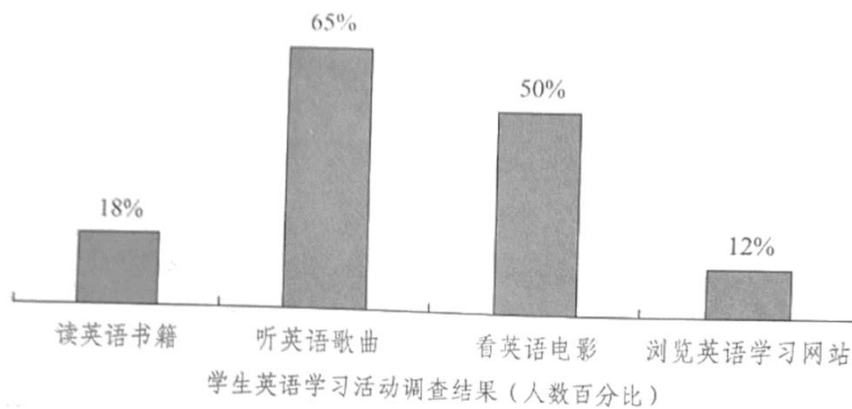
[高分句型 2]When it comes to ocean, its pollution becoming more and more serious.(使用了固定句型)

[高分句型 3]First of all, what we can do is to place importance on our daily actions.(使用了主语从句)

2022 年全国乙卷

学校英文报正在开展以 Learning English Beyond the Classroom 为题的讨论。请使用图表中的调查结果写一篇短文投稿, 内容包括:

1. 学习活动状况描述;
2. 简单评论;
3. 你的建议。



注意:

1. 词数 100 左右;

2. 短文的题目和首句已为你写好。

【答案】

### Learning English Beyond the Classroom

Nowadays, with the growing popularity of smartphones and computers, an increasing number of students are choosing to learn English beyond the classroom in various ways.

It can easily be seen that the percentage of students who choose listening to English songs and watching English movies is respectively 65% and 50%. However, those choosing reading English books and visiting English learning websites only account for 18% and 12%.

As far as I'm concerned, it is a disturbing trend. For students, what benefits most to their study is reading English books. Because of their lack of self-discipline, they're more easily addicted to chatting online or playing games. It's urgent for students themselves to improve their self-discipline, and it's also urgent for parents and teachers to strengthen the guidance.

【解析】

【分析】本篇书面表达属于说明文。要求考生请使用图表中的调查结果写一篇短文给学校英文报投稿。

【详解】1.词汇积累

选择: choose → select

提高: improve → strengthen

各种各样的: various → diverse

就我而言: as far as I'm concerned → from my perspective

2.句式拓展

简单句变复合句

原句: Nowadays, with the growing popularity of smartphones and computers, an increasing number of students are choosing to learn English beyond the Classroom in various ways.

拓展句: Nowadays, because smartphones and computers are becoming more and more popular, an increasing number of students are choosing to learn English beyond the Classroom in various ways.

【点睛】【高分句型1】It can easily be seen that the percentage of students who choose listening to English songs and watching English movies is respectively 65% and 50%. (运用了 it 作形式主语, that 引导主语从句以及 who 引导的定语从句)

【高分句型2】It's urgent for students themselves to improve their self-discipline (运用了 it 作形式主语, to

improve their self-discipline 为真正的主语)

### 2021 年全国甲卷

假定你是李华。你校计划举办介绍中国传统文化的主题班会，并在英文网站展示。请你写一封邮件给外国朋友 Chris，向他了解哪些中国传统文化更吸引外国友人。邮件内容包括：

1. 阐明写信事由；

2. 征求建议；

3. 表示感谢。

注意：

1. 词数 100 左右；

2. 可以适当增加细节，以使行文连贯。

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#### 【答案】

Dear Chris,

Word came that our school is going to hold a class meeting whose topic is related to Chinese traditional customs. Because this activity will be presented on the English website, I sincerely want you to offer me some advice.

As far as we know, there is a huge cultural difference between China and the western countries. In order to get more clicks, you'd better tell me which Chinese culture you westerners prefer. What's more, if I want to decorate my website with some Chinese elements, what should I do? Knowing you are interested in China, I do believe you can help me solve these puzzles.

If possible, you can reply to me as soon as possible. I will take your advice into consideration. I really

appreciate your help.

Yours,

Li Hua

### 2021 年全国乙卷

你校将举办英语演讲比赛。请你以 Be smart online learners 为题写一篇发言稿参赛，内容包括：

1. 分析优势与不足；
2. 提出学习建议。

注意：

1. 词数 100 左右；
2. 题目和首句已为你写好。

【答案】one possible version:

#### Be smart online learners

Network learning has increasingly become an important means for people to acquire knowledge and solve problems. But being smart online learners has its advantages and disadvantages.

First of all, as smart online learners, we can make full use of the most extensive educational resources to broaden the horizon. Besides, We can take the initiative in our study by ourselves without time and space limit.

Of course, these disadvantages are as follows. Faced with all kinds of information on the internet, We can't tell the difference between the true and the false, which may be harmful to our study and life. On the other hand, online learning itself has some imperfections, making it difficult for us not to be affected.

In conclusion, we should have a good understanding of its advantages and disadvantages and find a proper way to make our study more efficient.

【解析】

【分析】本篇书面表达属于应用文，要求考生以 Be smart online learners 为题写一篇发言稿参赛。

#### 1. 词汇积累

充分利用：make full use of→ make the most of

扩宽,丰富：broaden→ enrich

各种各样：all kinds of→ varieties of

不完美：imperfection→ defect

#### 2. 句式拓展

### 合并简单句

原句: In conclusion , we should have a good understanding of its advantages and disadvantages and find a proper way to make our study more efficient.

拓展句: In conclusion , we should have a good understanding of its advantages and disadvantages , finding a proper way to make our study more efficient.

### 【点睛】

[高分句型 1] Faced with all kinds of information on the internet ,We can't tell the difference between the true and the false, which may be harmful to our study and life. (非谓语作状语和 which 引导的非限制性定语从句)

[高分句型 2]On the other hand ,online learning itself has some imperfections, making it difficult for us not to be affected. (现在分词作状语)

## 2021 年天津卷

假设你是晨光中学的李津。我市为外国友人提供生活信息的某英文网站新增了 《最美中华》栏目，请你给该栏目投稿，介绍一个国内你喜欢或去过的地方。内容包括：

(1)该地方的基本情况(如名称、地理位置等)；

(2)该地方的特色(如文化、景点等)；

(3)你对该地方的印象和感受。

注意：(1)词数不少于 100；

(2)可适当加入细节，使内容充实、行文连贯。

### A Beautiful Place in China

March 19, 2021

By Li Jin

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### 【答案】

### A Beautiful Place in China

March 19, 2021

By Li Jin

Sichuan Province is located in southwestern part of China. It enjoys many world-famous places of interest, such as Jiuzhaigou and Dujiangyan Irrigation project.

Jiuzhaigou National Park is a nature reserve in the north of Sichuan Province. What is the most impressive is its many multi-level waterfalls and colorful lakes. What's more, walking in the nature reserve, you have a chance to see rare animals like giant pandas, golden monkeys. There are also many species of rare plants protected here. Another famous scenic spot is Dujiangyan Irrigation Project. It dates from over 2,000 years ago. However, it is still playing an important part in irrigation today.

I'm sure the visitors will be amazed by the beautiful scenery in Jiuzhaigou as well as the construction Dujiangyan Irrigation Project.

【分析】本篇书面表达属于说明文，要求给英文网站《最美中华》栏目投稿，介绍介绍一个国内你喜欢或去过的地方。

【解析】第一步：审题

体裁：说明文

时态：一般现在时

结构：总分法

第一段是文章的总起段，说明四川省有很多著名的景点；第二段介绍景点九寨沟和都江堰灌溉工程，第三部分说明你对该地方的印象和感受。

要求：

1. 说明四川省有很多著名的景点

①四川的地理位置：中国西南部

②著名景点：九寨沟、都江堰灌溉工程

2. 介绍景点九寨沟和都江堰灌溉工程

① 九寨沟是自然保护区

②给人印象最深的层层叠叠的瀑布和五颜六色的湖泊，有很多珍稀动植物

③都江堰灌溉工程始于 2000 多年前，现在仍然起着灌溉的作用

3. 你对该地方的印象和感受：九寨沟的美景和都江堰灌溉工程的建造会让你惊叹

第二步:列提纲（重点词组）

be located in; world-famous; places of interest; a nature reserve ; impressive; multi-level waterfalls; have a chance to do...; rare animals; scenic spot; date from; play an important part in; be amazed by

第三步：连词成句

(1) Sichuan Province is located in southwestern part of China.

(2) It enjoys many world-famous places of interest, such as Jiuzhaigou and Dujiangyan Irrigation project.

(3) Jiuzhaigou National Park is a nature reserve in the north of Sichuan Province.

(4) What is the most impressive is its many multi-level waterfalls and colorful lakes.

(5) Walking in the nature reserve, you have a chance to see rare animals such as giant pandas, golden monkeys.

(6) There are many species of rare plants protected here.

(7) Another famous scenic spot is Dujiangyan Irrigation Project.

(8) It dates from over 2,000 years ago.

(9) It is still playing an important part in irrigation today.

(10) I'm sure the visitors will be amazed by its construction.

根据提示及关键词（组）进行遣词造句，注意主谓一致和时态问题。

第四步：连句成篇

1.表递进关系： what is more

2.表转折关系： however

3.表示列举： such as, like

【点睛】

[高分句型 1]

What is the most impressive is its many multi-level waterfalls and colorful lakes. (what 引导的主语从句)

[高分句型 2]

Walking in the nature reserve, you have a chance to see rare animals such as giant pandas, golden monkeys.

(现在分词作状语)

## 2021 年北京卷

假设你是红星中学高三学生李华。你和英国好友 Jim 原定本周末一起外出，你因故不能赴约。请你用英文给他写一封电子邮件，内容包括：

1.表达歉意并说明原因；

2.提出建议并给出理由。

注意：

1.词数 100 左右；

2.开头和结尾已给出，不计入总词数。

Dear Jim,

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Yours,

Li Hua

【答案】 Dear Jim,

I'm sorry to inform you that I can't go out with you this weekend. I've just been told that I have to go and visit my sick grandfather in the countryside, who was suddenly admitted to the hospital. I hope the change won't cause you too much trouble.

How about going out next Saturday morning? If it's convenient for you, let's meet at the school gate at 9: 00. Please let me know what time suits you best. I should be available anytime next weekend.

In addition, next Saturday, there will be a flower show in Beihai Park. Then we can go to see the flowers together.

I am looking forward to your early reply.

Yours,

Li Hua

【解析】

【分析】本篇书面表达属于应用文，要求考生给英国好友 Jim 写一封电子邮件，就因故不能赴约而致歉并建议再约。

【详解】1.词汇积累

通知: tell→inform

麻烦: problem→trouble

怎么样: what about→how about

适合: fit→suit

## 2. 句式拓展

简单句变复合句

原句: I should be available anytime next weekend.

拓展句: I should be available anytime next weekend so that I can go out with you and have a good time.

【点睛】[高分句型 1] I'm sorry to inform you that I can't go out with you this weekend. (运用了 that 引导的宾语从句)

[高分句型 2] I've just been told that I have to go and visit my sick grandfather in the countryside, who was suddenly admitted to the hospital. (运用了 who 引导的非限制性定语从句)

[高分句型 3] Please let me know what time suits you best. (运用了 what 引导的宾语从句)

## 2020·新课标I

你校正在组织英语作文比赛。请以身边值得尊敬和爱戴的人为题，写一篇短文参赛，内容包括：

1. 人物简介；
2. 尊敬和爱戴的原因。

注意：

1. 词数 100 左右；
2. 短文题目和首句已为你写好。

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【答案】

The person I respect

We have a lot of respectable people around us. They may be our teachers, parents or one of our elders. As for me, my father is the person I respect most. My father is a teacher who loves his work and his students very much. He works very hard every day but he will also spare some time to accompany me and share many funny things with me about his work.

When I come across the problems of learning in my study, my father will listen to me patiently and encourage me to overcome the difficulties bravely. He achieved a lot in his work, respected by his students. So, in my mind my father is the person I respect most and I love him deeply.

### 【解析】

本篇书面表达属于应用文。要求学生以身边值得尊敬和爱戴的人为题，写一篇短文参赛。第一步：审题

体裁：应用文。

时态：根据提示，时态应为一般现在时。

结构：总分法。

要求：

1.人物简介：

2.尊敬和爱戴的原因。

第二步：列提纲（重点短语）

As for me; spare some time; listen to me patiently;

第三步：连词成句

1.As for me, my father is the person I respect mostly.

2.He works very hard every day but he will also spare some time to accompany me and share many funny things with me about his work.

3.My father will listen to me patiently and encourage me to overcome the difficulties bravely.

根据提示及关键词（组）进行遣词造句，注意主谓一致和时态问题。

第四步：连句成篇

1.表示文章结构顺序：介绍人物；阐述原因

2.表示并列补充关系：As for; and; but; So

第五步：润色修改

上周末，你和同学参加了一次采摘活动。请你为班级英语角写一篇短文，介绍这次活动，内容包括：

1. 农场情况；

2. 采摘过程；

3. 个人感受

注意：

1. 词数 100 左右；

2. 题目已为你写好。

题目:My Weekend

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【答案】

My Weekend

Last weekend, we took part in a picking activity. We drove from the school, and the farm was about 2 kilometers away from our school. When we arrived at the farm, there are all kinds of animals, green fresh vegetables and fruit trees in the farm. We were divided into two groups. One group was responsible for picking fruits, the other packed up the fruits. Time flying quickly, the activity was over. But it was a meaningful day, when we learn a lot form it. Through this activity, we know how hard the farmers are and how precious the food is. We should treasure the food planted by the farmers.

【解析】

【分析】

本篇书面表达属于应用文。要求学生为英语角写一篇关于和同学一起参加采摘活动的短文。第一步：审题

体裁：应用文。

时态：根据提示，时态应为一般现在时。

结构：总分法。

要求:

1.农场情况;

2.采摘过程;

3.个人感受

第二步: 列提纲(重点短语)

took part in; was responsible for ; a meaningful day; should treasure

第三步: 连词成句

1. Last weekend, we took part in a picking activity.

2. One group was responsible for picking fruits , the other packed up the fruits.

3. But it was a meaningful day, when we learn a lot form it

4. We should treasure the food planted by the farmers.

根据提示及关键词(组)进行遣词造句, 注意主谓一致和时态问题。

第四步: 连句成篇

1.表示文章结构顺序: 介绍农场; 描述采摘过程; 个人感受

2.表示并列补充关系: and ;But; Through

第五步: 润色修改

### 2020·新课标III

假定你 shi 李华, 你和同学根据英语课文改编了一个短剧。给外教 Miss Evans 写封邮件, 请她帮忙指导。邮件内容包括:

1. 剧情简介;

2. 指导内容;

3. 商定时间地点。

注意:

1. 词数 100 左右;

2. 结束语已为你写好。

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【答案】

Dear Miss Evans,

How is everything going! I am writing in sincerity to ask you a favor regarding a play we adapted according to the textbook.

We'd like to combine your culture with ours by adapting the classic novel The Steamboat for a short English play. The play is set on a big storm after midnight, on the raft down the river navigation, we see a steamboat that is going to sink. We saved a scared boy. However, the adaption is quite a challenge. Having written the English script, we don't want anything inappropriate to spoil the play. So would you please spare some time to review the draft script attached to this email and make necessary changes? If it is convenient, may I pay you a visit at your office next Tuesday to give you more details?

Given your busy schedule, I'd be very appreciative if you offer to give some professional advice. Look forward to your early reply. Best regards!

Yours truly,

Li Hua

【解析】

本篇书面表达属于应用文，要求考生写一封邮件，请求外教 Miss Evans 对于《the Steamboat》改编短剧的支持。第一步：审题

体裁：应用文

时态：根据提示，时态应为一般现在时，一般过去时和一般将来时。

结构：总分总法

第一段说明写这封邮件的目的；第二段详细说明英语戏剧的剧情介绍和指导内容细节问题；第三段表达感谢，并期待早日得到回复。

第二步:列提纲（重点词组）

write to; according to ; combine ; adaption ; challenge; attached to ; convenient

第三步：连词成句

根据提示及关键词（组）进行遣词造句，注意主谓一致和时态问题。

第四步：连句成篇（衔接词）

连句成文，注意使用恰当的连词进行句子之间的衔接与过渡，书写一定要规范清晰。

#### 第五步：润色修改

#### 2020·江苏卷

请阅读下面有关中国题材纪录片(documentary)的对话，并按照规定用英语写一篇 150 个词左右的文章。

Su Hua: Hi, Li Jiang! Did you see the BBC documentary on CCTV 9 last week?

Li Jiang: You mean *Du Fu: China's Greatest Poet*? Yes, I did. Fantastic!

Su Hua: Just think an English actor recites Chinese poems.

Li Jiang: I don't really understand every line he recites, but I believe he truly loves the poems himself.

Su Hua: Right. It is reported that the film is well received outside China.

Li Jiang: Yeah, It's my first time to hear Chinese stories told by an English speaker.

Su Hua: In fact, documentaries about our country are plentiful both at home and abroad. These films can help foreign friends better understand this land-Chinese literature, geography history, food...

Li Jiang: I couldn't agree more.

#### 【写作内容】

- 1.用约 30 个词概括上述对话的主要内容；
- 2.谈谈中国题材纪录片受到外国朋友欢迎的原因(至少两点)。

#### 【写作要求】

- 1.写作过程中不能直接引用原文语句；
- 2.作文中不能出现真实姓名和学校名称；
- 3.不必写标题。

#### 【评分标准】

内容完整语言规范，语篇连贯，词数适当。

#### 【答案】

CCTV 9 broadcast *Du Fu: China's Greatest Poet*, a documentary produced by BBC. This well-made film provides foreign audiences with a fresh way of better knowing China's past and present.

Documentaries about China, produced either in China or in other countries, are becoming increasingly popular

among foreigners. For one thing, the overall development over the past decades has been so striking that they feel eager to familiarize themselves with what is going on in China.

For another, China enjoys a long history and rich culture. It has always been an attraction for those who are keen on anything that is Chinese. These documentaries present a splendid picture of China in front of their audiences-it history, landscape, art, food, or even traditional Chinese medicine.

Because of these films, some foreigners have begun to think of coming to China. In this way, they can form a true picture of China themselves.

【解析】这是一篇读写任务。第一步:审题。审题的目的是获取重要信息。通过审题我们可以确定几个方面的信息。要求阅读中国题材纪录片的对话,写一篇 150 个词文章。包括两部分。(一)、用 30 词概括对话内容。(二)、谈谈中国题材纪录片受到外国朋友欢迎的原因。要求至少两点原因。

第二步:布局段落,确定主要段落,次要段落,段落数量。这篇写作段落数量为四段。第一段,概括对话内容。第二段和第三段,中国题材纪录片受到外国朋友欢迎的原因。第四段,总结因为电影吸引外国人想来到中国。

第三步:确定关键词汇和短语: produced by, provide...with, either...or, be keen on, present, because of, in this way, the overall development, so striking that, feel eager to familiarize themselves with.

第四步:确定较为高级的句子: 非谓语动词结构 a documentary produced by BBC; 定语从句的运用:It has always been an attraction for those who are keen on anything that is Chinese.

第五步:连句成文,注意使用恰当的连接词进行过渡衔接: for one thing, for another.

第六步:注意书写,保持卷面整洁,避免划线,乱擦。

### 2020·天津卷

假设你是晨光中学高三学生李津。你校于 6 月 8 日举办了成人礼活动,你的英国朋友 Chris 很了解该活动。你于当晚给 Chris 回一封电子邮件,介绍相关情况,内容包括:

- (1)成人礼活动内容(成长点滴回顾、观看校友抗疫事迹录像);
- (2)对活动的感受;
- (3)对自己未来的展望。

注意:

- (1)词数不少于 100;
- (2)可适当加入细节,使内容充实、行文连贯;
- (3)开头已给出,不计入总词数。

参考词汇:

成人礼 the coming-of age ceremony

新冠脑炎 COVID-F9

Dear Chris,

I'm so glad to hear from you.

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Yours,

Li Jin

【答案】 Dear Chris,

I am so glad to hear from you. The coming-of-age ceremony was held in our school on June 8<sup>th</sup> this month. During the coming-of-age ceremony, the headmaster congratulated us on stepping into the adult, reviewing the growth period that we had experienced. After that, we all watched the video of alumnus fighting against the epidemic.

Through the activity, what I felt is that I am able to shoulder the responsibility and make us stronger and more determined. When faced with the difficulties and failures, I must overcome them. In the future, I will be a good doctor to heal the wounded and rescue the dying, devoting myself to my work.

Best wishes !

Yours,

Li Jin

【解析】这是一篇应用文，要求写一封信。第一步:审题。审题的目的是获取重要信息。通过审题我们可以确定几个方面的信息。第一，假如你是晨光中学的李津。你校于6月8号举办了成人礼活动，你的英国朋友Chris很了解该活动。你于当晚给Chris回一封电子邮件，介绍相关情况，内容包括:(1)成人礼活动内容(成长点滴回顾，观看校友抗疫事迹录像等)2. 对活动的感受。3. 对自己未来的展望。第二，人称为第一人称。第三，时态为一般现在时，一般过去时和一般将来时。

第二步:布局段落，确定主要段落，次要段落，段落数量。这篇写作段落数量为三段。第一段:成人礼活动内容(成长点滴回顾，观看校友抗疫事迹录像等)。第二段:对活动的感受；对自己未来的展望。第三段，

表达期望。

第三步:确定关键词汇和短语:congratulate sb on sth., be faced with, heal the wounded and rescue the dying, devote oneself to doing sth.;

第四步:确定较为高级的句子:that 引导的定语从句和现在分词作状语 During the coming-of-age ceremony, the headmaster congratulated us on stepping into the adult, reviewing the growth period that we had experienced. that 引导的表语从句 Through the activity, what I felt is that I am able to shoulder the responsibility and make us stronger and more determined.时间状语从句的省略句 When faced with the difficulties and failures, I must overcome them.

第五步:连句成文, 注意使用恰当的连接词进行过渡衔接:After that, besides, however.

第六步:注意书写, 保持卷面整洁, 避免划线, 乱擦。

## 2020 年北京卷

### 第一节

假设你是红星中学高三学生李华。你们学校英语戏剧俱乐部外籍指导教师 Jim 因疫情滞留英国。复学在即, 作为俱乐部负责人, 你给 Jim 写一封电子邮件, 请他推荐一名外籍指导教师, 内容包括:

1. 条件及要求;
2. 表示感谢并提醒注意防护。

注意: 1. 词数不少于 50;

2. 开头和结尾已给出, 不计入总词数。

Dear Jim,

Yours,

Li Hua

【答案】Dear Jim,

How are you doing? I hope everything's OK with you.

Our school's drama club plans to start practising. Since you're away in Britain, we need a drama teacher to be in your place. Would you please recommend one for us?

He or she should be a native English speaker, currently in Beijing, and experienced in both directing and

teaching.

Thank you for your help. Please take care of yourself. Remember to wear a mask when necessary.

Best wishes,

Yours,

Li Hua

### 【解析】

【分析】本篇书面表达是应用文，要求写一封书信。

【详解】第1步：根据提示可知，假设你是红星中学高三学生李华。你们学校英语戏剧俱乐部外籍指导教师 Jim 因疫情滞留英国。复学在即，作为俱乐部负责人，你给 Jim 写一封电子邮件，请他推荐一名外籍指导教师，内容包括：1. 条件及要求；2. 表示感谢并提醒注意防护。

第2步：根据写作要求，确定关键词（组）：drama club (戏剧俱乐部)；plan to do sth.(计划做某事)；in one's place(代替某人)；recommend(推荐)；a native English speaker(以英语为母语的人)；currently (目前)；experienced(熟练的)；both...and...(两者都……)；take care of(照顾)；wear a mask(戴口罩)等。

第3步：根据提示及关键词（组）进行遣词造句，注意主谓一致和时态问题。此处文章主要应用一般现在时。

第4步：连句成文，注意使用恰当的连词进行句子之间的衔接与过渡，书写一定要规范清晰，保持整洁美观的卷面是非常重要的。

【点睛】范文内容完整，语言规范，语篇连贯，词数适当。作者在范文中使用了较多高级表达方式，如 Since you're away in Britain, we need a drama teacher to be in your place.运用原因状语从句。全文中没有中国式英语的句式，显示了很高的驾驭英语的能力。另外文章思路清晰、层次分明，上下句转换自然，为文章

## 第二节

假设你是红星中学高三（1）班班长李华。居家学习期间，你们班开展了一次以“自律”为主题的调研活动。请根据以下四幅图的先后顺序，写一篇英文稿件，给你们学校英文网站投稿，记述你在本次活动中发现问题并解决问题的过程。

注意：词数不少于 60。

提示词：自律 self-discipline



【答案】 One possible version:

While studying at home, I surveyed my class on “self-discipline”. The findings worried me a lot.

To solve the problem, I asked my parents for help, and they offered some practical advice. Then I held an online discussion with my classmates on how to well discipline ourselves. After that, we all knew better what to do.

Three months later, I did a second survey, which showed great improvements in self-discipline. I phoned my teacher about it, and we both felt very pleased.

【解析】

【分析】 本篇书面表达属于应用文。这是一篇图画作文，要求考生按以下四幅图的先后顺序，就你开展“自律”调研活动中发现问题并解决问题的过程写一篇英文稿件，向学校英文网站投稿。

【详解】 第一步：审题

体裁：应用文

时态：根据提示，时态应为一般过去时

人称：第一人称为主

## 结构：总分法

总分法指把主题句作为总说，把支持句作为分说，并以这种方式安排所写内容。

**要求：**1. 表明写作主题——“自律”

2. 根据图片描写事件过程：

第一幅图片描写自己对“自律”调研结果很担忧；

第二幅图片描写自己向父母求助解决方法/建议；

第三幅图片描写自己和同学们在网上讨论如何自律；

第四幅图片描写三个月后，大家自律能力有了很大提高，我和老师很高兴。

## 第二步:列提纲（重点词组）

ask sb. for help; practical advice; an online discussion; do a second survey

## 第三步：连词成句

1. I asked my parents for help, and they offered some practical advice.

2. Then I held an online discussion with my classmates on how to well discipline ourselves.

3. I did a second survey, which showed great improvements in self-discipline.

(根据提示及关键词（组）进行遣词造句，注意主谓一致和时态问题。)

## 第四步：连句成篇（衔接词）

1.表文章结构顺序：First of all, Firstly/First, Secondly/Second... And then, Finally, In the end, At last, Last but not least

2.表并列补充关系：What is more, Besides, Moreover, Furthermore, In addition, As well as, not only...but (also), including, also

3.表转折对比关系：However, On the contrary, but, Although + clause (从句), In spite of + n/doing, On the one hand...,On the other hand... Some...,while others...,as for, so...that...

4.表因果关系：Because, As, So, Thus, Therefore, As a result

5.表换一种方式表达：In other words, that is to say,

6.表进行举例说明：For example; For instance; such as + n/doing

7.表陈述事实：In fact, frankly speaking

8.表选择：either...or..., or

连句成文，注意使用恰当的连词进行句子之间的衔接与过渡，书写一定要规范清晰。

## 第五步：润色修改

【点睛】范文内容完整，结构严谨，要点全面，语言规范，语篇连贯，词数适当，上下文意思连贯，符合逻辑关系。作者在范文中使用了主从复合句，如 **which showed great improvements in self-discipline** 这句话中用了 **which** 引导的非限制性定语从句；使用了非常好的短语，如 **ask sb. for help, an online discussion, do a second survey** 等，为文章增色不少。全文中没有中国式英语的句式，显示了很高的驾驭英语的能力。另外，文章思路清晰、层次分明，上下句转换自然，为文章增色添彩。

## 2019·全国卷 I

假定你是李华，暑假在伦敦学习，得知当地美术馆要办中国书画展。请写一封信申请做志愿者，内容包括：

- 1.写信目的；
- 2.个人优势；
- 3.能做的事情。

注意：

- 1.词数 100 左右；
- 2.可以适当增加细节，以使行文连贯；
- 3.结束语已为你写好。

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Looking forward to your early reply.

Yours,  
Li Hua.

### 【解析】

本篇书面表达属于应用文。

#### 1.审题立意

本篇书面表达属于应用文。要求考生写申请信，人称使用第一人称和第二人称，时态用一般现在式。

## 2.谋篇布局

书信格式，称呼和落款文中已经给出。首段，写信的目的，中间段写个人优势和能做的事，最后一段总结。

## 3.关键词

根据写作要点及构思好的提纲我们可以初步确定文章可能使用到的词汇有：volunteer, a Chinese Painting Exhibition, local city, advantages, a good command of, beneficial for, familiarity with, appreciate, take my application into consideration。通过词汇铺垫，我们就很容易地行文了，文章写完之后要检查文中是否存在拼写或语法错误，并增加一些细节和过渡性的词汇，如 First of all, Besides, to begin with, moreover, as for me, Last but not least, 等，使全文衔接自然，语义流畅。

### 【范文】

Dear sir or madam,

I am a Chinese student named Li Hua, who is studying in London during the summer vacation. Knowing that the local art gallery will hold an exhibition of Chinese paintings, I am writing to apply for volunteering. As a student who has learned Chinese painting since 5 years old, I am very pleased to have an opportunity to introduce Chinese paintings to foreigners. Besides, my fluent spoken English and rich knowledge about Chinese paintings will help visitors understand the meaning behind each painting deeply. I will appreciate it if I could be given the opportunity.

Looking forward to your early reply.

Yours,

Li Hua.

## 2019·全国卷 II

假定你是校排球队队长李华。请写封邮件告知你的队友 Chris 球队近期将参加比赛，内容包括：

1.比赛信息；

2.赛前准备；

3.表达期待。

注意：

1.词数 100 左右；

2.可以适当增加细节，以使行文连贯。

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**【答案】**

Dear Chris,

I'm writing to let you know that we will have a volleyball match next month. The match will take place in our school gym on the afternoon of July 4<sup>th</sup>. We will play against the team from HongXing High School. In order to win the match, we should get fully prepared and practice hard. So from tomorrow, we need to train for two hours after school every day. Please come to the school gym at 6:30 pm from Monday to Friday.

You're an excellent player. With you on the team, we are confident that we can win the game. Let's try hard together!

Cheers,

Li Hua

**【解析】**今年的书面表达沿袭近几年的体裁，仍旧是应用文。本次书面表达要求考生写一封邮件告知队友有关比赛的信息。

本篇书面表达是一封告知信。首先要告知写信目的；然后简明扼要地告知排球比赛的时间、地点以及赛前的准备事项，注意事件信息的三要素：时间、地点、人物，要交代清楚；第三则要表达对队友的期待和鼓励。

**2019·全国卷 III**

假定你是李华，你校将举办音乐节。请写封邮件邀请你的英国朋友 Allen 参加，内容包括：

- 1.时间；
- 2.活动安排；
- 3.欢迎他表演节目。

注意：

- 1.词数 100 左右；
  - 2.可以适当增加细节，以使行文连贯。
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【范文】

Dear Allen,

How is everything going? Our school will hold a music festival next Sunday morning in the school hall. And I'm writing to invite you to join us.

The opening ceremony will start at 9:00 am, and the schoolmaster will deliver a speech. Then there will be various fantastic performances played by talented students. You are definitely welcome to show up on stage, which will add color and fun to our festival.

Looking forward to your early reply.

Best wishes,

Li Hua

【解析】今年的书面表达要求考生写邮件，告知英国朋友音乐节的情况。

首先确定提纲。先介绍写作目的，之后介绍音乐节的时间、活动安排等具体信息，最后欢迎他表演节目。

第二，根据提纲，确定关键词语，如：How is everything going? a music festival, in the school hall, The opening ceremony 等。

第三，注意选用合适的连接词将各要点串联起来。

2019·北京卷

假设你是红星中学高三学生李华。你的英国好友 Jim 打算暑假期间来北京、天津和上海旅游，发来邮件询问相关信息。请你给他回复邮件，内容包括：

1.交通出行；

2.必备衣物。

注意：

1.词数不少于 50；

2.开头和结尾已经给出，不计入总词数。

Dear Jim,

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Yours,

Li Hua

【范文】

Dear Jim,

I'm pleased that you're coming to tour in China.

I suggest that you begin from Beijing, and I'll show you around. Tianjin will be your next stop. After that, you can go to Shanghai, where you can stay for a week. You can take high-speed trains to both cities. Summer in these cities is hot and rainy, so take summer wear plus an umbrella with you.

Looking forward to your arrival.

Yours,

Li Hua

【写作指导】

本文是一篇应用文，要求给朋友写回信。

【解析】红星中学高三学生李华的英国好友 Jim 打算暑假期间来北京、天津和上海旅游，发来邮件询问相关信息。要求给他回复邮件，内容包括：1.交通出行； 2.必备衣物。本文时态应采用一般现在时和一般将来时，用第一人称和第二人称来写。文章可以分为三部分来写：首先表达欢迎 Jim 来中国；然后交代交通出行和必备衣物；最后盼望朋友的到来。注意使用高级词汇和句式，为文章增添色彩；注意使用连接词、衔接词，使文章自然、流畅。

2019·天津卷

假设你是晨光中学的李津，英国友好校将派教师来你校参加为期一周的暑期交流活动。活动期间，英方教师 Chris 将做一个有关西方艺术的讲座、现就讲座内容征求你校学生的意见。请根据以下提示给 Chris 写一封电子邮件：

- (1) 你喜欢的讲座话题（从音乐、美术、舞蹈中任选其一）；
- (2) 选择该话题的原因及关于该话题你感兴趣的内容；
- (3) 希望从中有何收获。

注意：

- (1) 词数不少于 100；
- (2) 可适当加入细节，使内容充实、行文连贯；
- (3) 开头和结尾已给出、不计入总词数。

Dear Chris,

I'm Li Jim, a student at Chenguang High School.

Thank you for your time.

Yours,

Li Jin

### 【解析】

这是一篇提纲类作文，我们需要用正确的英语把给出的要点表达出来。动笔前，一定要认真分析要点，理解要点要表达的含义，不能遗漏要点，跑题偏题。本作文中给出的要点比较具体，故需要准确表达。写作时注意准确运用时态，上下文意思连贯，符合逻辑关系，尽量使用自己熟悉的单词句式，同时也要注意使用高级词汇和高级句型使文章显得更有档次。特别注意在选择句式时要赋予变化。平时除了加强词汇积累，写作联系以外，还可以适当记忆一些类似的范文，这样在考试中可以起到事半功倍的效果。

### 【范文】

Dear Chris,

I'm Li Jin, a student at Chenguang High School. I got the news that your school will send teachers to my school for a week-long summer exchange. During the activity, you will give a lecture on Western art. You want to seek for advice on what topic the lecture will be about. From my personal note, music is my priority.

I am interested in all kinds of music, among which Jazz is my favorite. I want to know about the history of jazz, and some famous jazz singers. I would appreciate it if you can add some sessions of enjoying jazz.

Thank you for your time.

Yours,

2019·北京卷

第一节 (15 分)

51. 假设你是红星中学高三学生李华。你的英国好友 Jim 打算暑假期间来北京、天津和上海旅游，发来邮件询问相关信息。请你给他回复邮件，内容包括：

- 1. 交通出行；
- 2. 必备衣物。

注意：

- 1. 词数不少于 50；
- 2. 开头和结尾已经给出，不计入总词数。

Dear Jim,

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Yours,  
Li Hua

【答案】 Dear Jim,

I'm pleased that you're coming to tour in China.

I suggest that you begin from Beijing, and I'll show you around. Tianjin will be your next stop. After that, you can go to Shanghai, where you can stay for a week. You can take high-speed trains to both cities. Summer in these cities is hot and rainy, so take summer wear plus an umbrella with you.

Looking forward to your arrival.

Yours,

Li Hua

【解析】

【分析】 本文是一篇应用文，要求给朋友写回信。

【详解】 红星中学高三学生李华的英国好友 Jim 打算暑假期间来北京、天津和上海旅游，发来邮件询问相关信息。要求给他回复邮件，内容包括：1.交通出行；2.必备衣物。本文时态应采用一般现在时和一般将来

时，用第一人称和第二人称来写。文章可以分为三部分来写：首先表达欢迎 Jim 来中国；然后交代交通出行和必备衣物；最后盼望朋友的到来。注意使用高级词汇和句式，为文章增添色彩；注意使用连接词、衔接词，使文章自然、流畅。

【点睛】本文内容完整，语言表述流畅。文章使用了几个高分句型。that you're coming to tour in China.和 that you begin from Beijing, and I'll show you around.是宾语从句。where you can stay for a week.是非限制性定语从句。

## 第二节

假设你是红星中学高三学生李华。你们班上周组织了一次以“劳动最光荣”为主题的社会实践活动。请根据以下四幅图的先后顺序，写一篇英文周记，记述整个过程。

注意：词数不少于 60。

提示词：西瓜 watermelon



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**【答案】**

Last week I took part in a farmwork programme in the suburbs.

At the class meeting, our teacher told us about the programme with the theme “Working is most beautiful”. And he stressed the importance of working with our own hands. When I got home, I packed up my luggage for the trip.

On the farm, we helped pick watermelons. While working, I realised how hard it was to work in the fields under a hot sun.

When I came back home, I shared my experiences with my parents. And they were very proud of me.

**【写作指导】**

本文属于图画作文，要求根据图画内容写一篇英文周记。

**【解析】**假如你是红星中学高三学生李华，你们班上周组织了一次以“劳动最光荣”为主题的社会实践活动。要求根据以下四幅图的先后顺序，写一篇英文周记，记述整个过程。图画作文内容要点比较清晰，其中包括：老师宣布活动内容和意义，我为活动准备，在农场的劳动过程，介绍活动感受。这样有利于学生写作时发挥与扩展。全文可分成三部分，开头段概括活动，中间段描述图画，结尾段总结收获和意义。文章用第一人称来写，使用一般过去时。

**2018·全国卷 I**

假定你是李华，你的新西兰朋友 Terry 将去中国朋友家做客，发邮件向你询问有关习俗。请你回复邮件，内容包括：

1. 到达时间；
2. 合适的礼物；
3. 餐桌礼仪。

注意：

1. 词数 100 左右；
2. 可以适当增加细节，以使行文连贯。

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【解析】本文是一篇电子邮件类应用文写作。餐桌礼仪也是考生比较熟悉的话题。成文时注意以下几点：一、内容要点要齐全 1. 到达时间；2. 合适的礼物；3. 餐桌礼仪。二、时态：主要用一般现在时和将来时；三、人称：第二、三人称。四、注意使用恰当的高级词汇、短语或句型，以提高作文的水平；五、适当使用一些连接词和插入语，使文章表达自然、流畅。

1. 浏览信息要点

2.三个任务点，第一段内容：问候对方，马上呈现对方所涉及的话题，拜访中国家庭，做客时间的要求和忌讳！第二段内容：做客拜访的合适礼物，可以适当延展，初次拜访，亲密朋友之间拜访，二次拜访，家庭情况适合的礼物，通用的礼物等。第三段：table manners,可以描述两三个通常的中国人的餐桌礼节和忌讳的地方，有鲜明特色之处，最后一句表达祝愿。

3.时态，给对方的建议和说明，用一般现在时，描述风俗礼仪这是客观规律性的东西，用一般现在时。

4.头脑风暴短语、句型结构，开始打草稿

5.行文

6.检查拼写和语法。

【满分范文】

Dear Terry,

How are you doing? Learning that you are about to pay a visit to a Chinese friend and confused about the Chinese customs, I am writing to put forward some advice.

Firstly, I would like to suggest that you arrive 5 to 10 minutes earlier, which is common in Chinese traditional culture. Secondly, if I were you, I would bring some appropriate gifts with me, such as souvenirs from my own country. Besides, table manners are also what you should pay attention to. For example, you are not supposed to stick your chopsticks into your food. Instead, laying them on your dish is a smart choice.

If you have any other problems, please don't hesitate to contact me.

Yours

Li Hua

【素材积累】

## 做客礼仪：

1. 预先约定一个时间以便对方事先作好安排。如果事先已经约定好了时间，就应遵守约定，准时到达，如需提早十分钟二十分钟之内可以接受，不要迟到，以免主人等候，也不要太早到，以免主人未作好准备。这是一个基本礼节问题。

2.如果有专属地域文化特色的礼物是最好的。如果朋友家有长辈，带点烟酒和茶叶或一些老人家用的保健品等；如果朋友家有小孩，带点儿童玩具或买箱牛奶，然后加点烟酒或茶叶；

不要送钟、梨、伞等这些东西，被认为不吉祥。

3.主人会请客人入座上席，再请长辈入座客人旁。入座的时候要从椅子的左边进入。在中餐结束时，筷子应整齐地放在靠碗右边的桌上，并应等客人们都放下筷子以后，主人示意离席后方可离开，不能自己吃完了放下筷子就走，这样做是很没礼貌的表现。

## 常用词语和句子

准时 on time/punctually

餐桌礼仪 table manners

合适的、恰当的 appropriate

拜访 pay a visit to

You are supposed/expected/required to do...

It's a good idea to...

It's appropriate/suitable to do ...

It's sensible/reasonable/advisable to do ...

It's good manners to do ...

It's noteworthy that...

I think it would be more helpful if you could do...

It would be wise of you to...

It's desirable to do ...

It's inappropriate to do ...

It's impolite to do...

It's unwise/inadvisable to do ...

Never （助动词/系动词/情态动词）主语+谓语动词...

It's not suitable for you to do...in such a situation.

### 【备考启示】

近年来高考写作的命题常用的思想就是高起点低落点。高起点题目很高，中国文化，中国故事，中国礼仪等等，但最终都把它们落在应用文的框架里，这就是低落点。写这样的作文，一定要注意不能写过于具体的内容，要找最重要的，最熟悉的写，不要面面俱到，中国餐桌礼仪内容太多，100 单词无法写。找重点，以点带面。但选择重要内容本身就是一种能力。

### 2018·全国卷 II

你受学生会委托为校宣传栏“英语天地”写一则通知，请大家观看一部英语短片 *Growing Together*，内容包括：

(1)短片内容：学校的发展；

(2)放映时间、地点；

(3)欢迎对短片提出意见。

注意：

(1)词数 100 左右；

(2)可以适当增加细节，以使行文连贯。

### 【解析】

英语书面通知的时态应该以一般将来时为主，多使用被动语态、简单句。在通知中不应当过度的使用较复杂的词语和读起来拗口的句子。

第二个注意点：层次一定要清晰，一个层次要表达一件事情，使人看起来一目了然。

### 【满分范文】

Boys and girls,

May I have your attention, please? Recently, an outstanding movie will be shown in our campus. Welcome to join us and enjoy it! Here are some relevant details about it.

To begin with, the name of the movie is *Growing together*, which is about the development of our beloved school; as a result, it will be not only meaningful but also interesting. Besides, it will be in the library from 2:00 to 4:00 in the afternoon on June 9<sup>th</sup>. What's more, everyone of you will be welcome to take part in it, enjoying the movie, having a heated discussion afterwards and giving your own comments.

Hopefully, you would make it to our activity. I have the confidence that you will have a great time.

The Student Union

### 2018·全国卷 III

假定你是李华，你的英国朋友 Peter 来信询问你校学生体育运动情况。请给他回信，内容包括：

1. 学校的体育场馆；
2. 主要的运动项目；
3. 你喜欢的项目。

注意：1. 词数 100 左右；

2. 可以适当增加细节，以使行文连贯。

#### 【解析】

本题作文为提纲式作文，形式依然是书信，即给英国朋友 Peter 介绍学校体育运动情况，属于学校生活话题。这一话题贴合学生生活的实际，学生并不陌生，有话可说。

首先可以介绍学校的体育场馆，场馆的位置，大小，开放时间等等。然后简要介绍学校主要开设的体育项目有哪些，可挑选一到两个做详细介绍，如学生的活动时间，活动形式，以及此类活动的好处等。再次简要分析自己喜欢的体育项目是什么，并简单分析喜欢的原因，自己从中得到的益处等。文章可主要采用一般现在时态，第一人称的方式来写。

#### 【满分范文】

Dear Peter,

I am exceedingly delighted to hear from you. You asked me in your last letter about the physical exercise in our school and the following information may give you a rough sketch.

To begin with, a fabulous new stadium has been built up, which has become the new landmark in our school. Moreover, with the stadium set up, a wide range of sports events are able to be held, of which ping-pong, football

as well as running competitions enjoy great popularity. As for me, I'm intoxicated with basketball since it has been giving me strength to confront the challenges in my life.

All in all, I sincerely invite you to come to our school and see for yourself.

Yours,

Li Hua

### 2018·天津卷

假设你是晨光中学的机器人兴趣小组组长李津，你的美国朋友 Chris 就读于天津某国际学校，他曾在机器人技能竞赛中获奖。你打算邀请他加入你的团队，参加即将于 7 月底在天津举行的世界青少年机器人技能竞赛。请根据以下提示代表兴趣小组给他写一封电子邮件。

- (1) 比赛的时间、地点；
- (2) 邀请他的原因；
- (3) 训练计划将发送其邮箱，请他提出建议。

注意：(1) 词数不少于 100；

- (2) 可适当加入细节，使内容充实、行文连贯；
- (3) 开头和结尾已给出，不计入总词数。

参考词汇：

世界青少年机器人技能竞赛 the World Adolescent Robotics Competition

Dear Chris,

I have good news to tell you. \_\_\_\_\_

I'm looking forward to your reply.

Yours,

Li Jin

【解析】本篇书面要求写一封邀请信。写作的时候要注意以下几点：一、动笔前，一定要认真分析要点，理解要点要表达的含义，不能遗漏要点，跑题偏题。内容要点包括：1. 代表兴趣小组发出邀请；2. 介

绍比赛的时间、地点等安排；3. 说明邀请他的原因，包括 Chris 曾在机器人技能竞赛中获奖；4. 告诉他训练计划将发送其邮箱，请他提出建议。二、写作时注意准确运用时态，对于本文来说，以一般将来时为主，上下文意思连贯，符合逻辑关系，尽量使用自己熟悉的单词句式，同时也要注意使用高级词汇和高级句型使文章显得更有档次。

【满分范文】

Dear Chris,

I have good news to tell you. The World Adolescent Robotics Competition will be held in Tianjin at the end of July. Hearing that you once took part in a Robotics Skills Competition and won an award, I, on behalf of the Robotics Hobby Group, intend to invite you to join our team in the coming competition. I am sure that your involvement will not only help us in winning the award but also enhance the friendship between our two schools.

With this email I also send you our training plan, about which I wish to get your advice because you are more experienced than us. We sincerely hope that we can participate in the competition as team partners.

I'm looking forward to your reply.

Yours,

Li Jin

2018·北京卷

第一节

假设你是红星中学高三学生李华，你的英国朋友 Jim 在给你的邮件中提到他对中国文化感兴趣，计划明年来北京上大学。他向你咨询相关信息。请给他回邮件，内容包括：

- (1) 表示欢迎；
- (2) 推荐他上哪所大学；
- (3) 建议他做哪些准备工作。

注意：(1). 词数不少于 50；

- (2). 开头和结尾已给出，不计入总词数。

Dear Jim,

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*Yours,*

*Li Hua*

**【解析】**

本文为提纲式作文，文章要求写推荐信，为英国朋友介绍北京的大学。首先可以介绍一下写作背景（Jim 对中国文化感兴趣，要来中国学习），表达欢迎。然后推荐一所大学，并简要介绍推荐的原因（如大学的特色，可以学到什么等）。再次简单介绍应该做哪方面的准备，如可以提前学习汉语，读点有关中国传统文化的书籍，了解中国的习俗，让自己更好地适应中国的的生活。文章可采用一般现在时，人称可以使用第二人称。

**【满分范文】**

Dear Jim,

I'm so glad to hear your future education plan in Beijing in your last letter. First, I would like to express my warmest welcome to you and I am sure you will have the most unforgettable experience during your college in Beijing.

Learning your keen interest in Chinese culture, I suggest you apply for Peking University, one of the best universities in China. Its Chinese Literature major is perfect for you where you can be completely soaked in Chinese profound history and rich culture. As for preparation, some reading in advance is needed like *The Story of the Stone* while some online courses of spoken Chinese can be helpful for you to adapt into the Chinese language environment.

I sincerely hope your dream will come true and it's my pleasure to show you around in Beijing when that day comes. If you have further questions, please feel free to let me know.

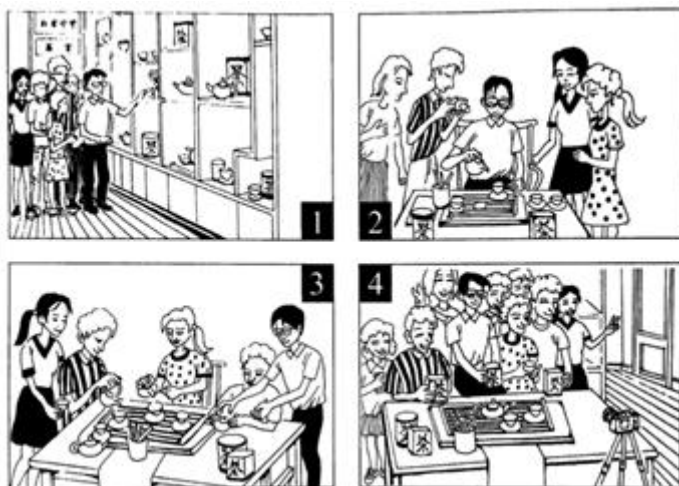
Yours,

Li Hua

## 第二节

57. 假设你是红星中学高三学生李华，请根据以下四幅图的先后顺序，写一篇英文周记，记述你们上周接待外国学生，带领他们体验中国茶文化的全过程。

注意：词数不少于 60。



(请务必将作文写在答题卡指定区域内)

### 【答案】

Last week, we took the foreign students in our school to experience the authentic tea culture, which turned out to be extremely rewarding.

On arriving at the tea house, the foreign students were impressed by the unique tea pots and tea cups. I gave them a vivid and informative introduction of tea culture, including its profound history, its rich variety, and the exquisite craftsmanship of making tea with their interest greatly sparked, I then began to teach them how to make tea.

In order to deliver a clear presentation, I slowly explained the traditional procedure of making tea in detail. Absorbed in every move of mine, the foreign students were once again amazed by this unique culture and they couldn't help taking pictures from time to time.

Next came the moment when I asked them to have a try themselves. Washing the tea pots, adding tea leaves, and pouring water into the cups, they followed my instructions and were really immersed in charming tea culture. The tea house witnessed a really enjoyable time for all of us.

At the end of the activity, holding the tea bags in our hands, we took a picture to memorize the unforgettable day. It suddenly hit me that traditional culture like tea culture was of great charm and huge value. And I swelled with pride to spread our own culture to people all over the world.

### 【解析】

本文为图片介绍类作文，这类作文是根据给出的一幅或几幅图画所提供的信息写短文。此类题的体裁较广泛，可以是记叙文、说明文，也可以是议论文。按照本文的要求可知，是写一篇记叙文。

1. 认真读图，把握中心。

根据提示可知，内容是带领外国学生体验中国茶文化的全过程，介绍了茶具，泡茶，沏茶，品茶的过程，所以这是这组图画所要表达的中心。

## 2. 初步构思，考虑用词、短语、句型和时态。

在把握了文章的中心后，应在内心构思一个基本的框架，并考虑使用恰当的词语、短语和句型，以充分地表达文章的内容。本文是讲述上周发生的事情，故时态要以过去时为主，人称是第一人称，尽可能地充分利用所学的短语或句型来表述具体的内容。这是体现自身能力的重要一环。

## 3. 连词成句，然后再连句成文。

运用适当的单词或短语正确表达各图的意思。然后再将各图的单个句子串连起来。

串连时，要注意使用适当的连接词语或过渡性语句，不至于让读者觉得文章中出现跳跃现象，更使上下文更为紧凑、自然。

## 4. 反复审核，修改错误。

一篇文章写好后，应进行检查，看短文中是否有错，如拼写、用词、时态、语态及表达方面的错误。

## 5. 宜详则详，该略则略。

对于一些细节方面的内容，如果是文章必不可少的，在写作过程中是不可将其忽略的。

如果是可有可无的细节，则可视具体情况进行增删。据此，我们在读图时一定要注意阅读各图中的一些细节内容，看其是否影响文章的内容。

亮点说明：

巧妙使用定语从句，提升了文章档次：Last week, we took the foreign students in our school to experience the authentic tea culture, which turned out to be extremely rewarding.

使用非谓语动词，使句子表达更简洁：

On arriving at the tea house...

I gave them a vivid and informative introduction of tea culture, including its profound history, its rich variety, Absorbed in every move of mine, the foreign students were once again amazed by this unique culture holding the tea bags in our hands, we took a picture to memorize the unforgettable day.

使用倒装句突出重点。

Next came the moment when I asked them to have a try themselves.

使用 it 做形式主语，使表达更地道。

It suddenly hit me that traditional culture like tea culture was of great charm and huge value.

