

# 专题 02 建议信

养成良好的答题习惯，是决定高考英语成败的决定性因素之一。做题前，要认真阅读题目要求、题干和选项，并对答案内容作出合理预测;答题时，切忌跟着感觉走，最好按照题目序号来做，不会的或存在疑问的，要做好标记，要善于发现，找到题目的题眼所在，规范答题，书写工整;答题完毕时，要认真检查，查漏补缺，纠正错误。总之，在最后的复习阶段，学生们不要加大练习量。在这个时候，学生要尽快找到适合自己的答题方式，最重要的是以平常心去面对考试。英语最后的复习要树立信心，考试的时候遇到难题要想“别人也难”，遇到容易的则要想“细心审题”。越到最后，考生越要回归基础，单词最好再梳理一遍，这样有利于提高阅读理解的效率。另附高考复习方法和考前 30 天冲刺复习方法。

刷大题、提能力

1.（江苏省 2023-2024 学年高三学情调研试题）假定你是李华，你的笔友 Tom 给你来信说他下学期将到北京的一所高中做交换生，向你请教如何提升汉语口语水平。请你给他回信，内容包括：

- 1. 表示关注；
- 2. 提出建议；
- 3. 期待进步。

注意：

- 1. 词数 80 左右；
- 2. 可以适当增加细节,以使行文连贯。

Dear Tom,

Yours,

Li Hua

【答案】

Dear Tom,

How is everything going? Knowing you would like to improve your spoken Chinese, I am offering you the following suggestions.

First of all, try exposing yourself to some Chinese programmes, thus improving your pronunciation gradually. Besides, it is advisable to read Chinese newspapers, magazines or novels in your spare time. In this way, you can not only enlarge your vocabulary, but also learn to use Chinese as we native speakers do. Last but not least, you should be brave and make use of every opportunity to practise speaking Chinese aloud.

Looking forward to your progress.

Yours,

Li Hua

【导语】本篇书面表达属于应用文。要求考生给笔友 Tom 写一封回信，就如何提升汉语口语水平给他一些建议，并表达对他的期待。

【详解】1.词汇积累

建议：suggestion →advice

此外：besides → what's more

充分利用：make use of →make the most of

机会：opportunity →chance

2.句式拓展

简单句变复合句

原句：Knowing you would like to improve your spoken Chinese, I am offering you the following suggestions.

拓展句：Because I know you would like to improve your spoken Chinese, I am offering you the following suggestions.

【点睛】【高分句型 1】First of all, try exposing yourself to some Chinese programmes, thus improving your pronunciation gradually.（运用了现在分词短语作状语）

【高分句型 2】In this way, you can not only enlarge your vocabulary, but also learn to use Chinese as we native

speakers do.（运用了“not only...but also...”连接两个并列结构以及 as 引导的方式状语从句）

2.（重庆市南开中学 2023-2024 学年高三试题）假定你是李华，你的外国留学生朋友 James 想在中国进行社会实践，现有如下两种选择：博物馆讲解员或乡村中学志愿者。James 来信向你寻求建议，请你给他回信，内容包括：

- 1.建议其中一项活动；
- 2.说明至少两点理由。

注意：

- 1.写作词数应为 80 左右；
- 2.请按如下格式在答题卡的相应位置作答。

Dear James,

How is everything going?

Best regards,  
Li Hua

【答案】

Dear James,

How is everything going? Based on your interests, I would recommend you to become a museum guide.

Firstly, working as a museum guide will provide you with a unique opportunity to soak yourself in Chinese history and culture, offering insights into the country’s past and present. What’s more, by engaging in daily conversations with tourists and explaining the cultural significance of the artifacts in Chinese, you’ll have ample chance to practice and enhance your language proficiency.

Hopefully, my suggestions will be of help to you and feel free to reach out if you need further guidance.

Best regards,  
Li Hua

【导语】本篇书面表达属于应用文，要求考生给外国留学生朋友 James 写封信，给他提出在中国进行社会

实践的建议。

【详解】1.词汇积累

首先： firstly→in the first place

提供： offer→provide

充当： work as→serve as

另外： what’s more→in addition

2.句式拓展

简单句变复合句

原句： Firstly, working as a museum guide will provide you with a unique opportunity to soak yourself in Chinese history and culture, offering insights into the country’s past and present.

拓展句： Firstly, working as a museum guide will provide you with a unique opportunity to soak yourself in Chinese history and culture, which will offer insights into the country’s past and present.

【点睛】[高分句型 1] Based on your interests, I would recommend you to become a museum guide. (运用了过去分词作状语)

[高分句型 2] Hopefully, my suggestions will be of help to you and feel free to reach out if you need further guidance. (运用了 if 引导的条件状语从句)

3.（广东省广东省四校联考 2023-2024 学年高三试题）假如你是李华，你的好友 Caroline 即将参加你们学校举办的留学生中文写作大赛的决赛，写信询问你的建议。请你给她写封邮件，内容包括：

1. 表达祝贺；2. 提供建议；3. 表达祝愿。

注意：

- 1. 词数 80 左右；
- 2. 可以适当增加细节，以使行文连贯；
- 3. 开头和结尾已给出，不计入总词数。

Dear Caroline,

Yours sincerely,

Li Hua

【答案】 Dear Caroline,

I am more than delighted to know that you have entered the Chinese composition final. Congratulations! To help you do better in it, I'm writing to offer my suggestions, which are listed as follows.

First of all, it is recommended that your handwriting should be tidy and beautiful so as to leave a good impression on the judges. What's more, in order to catch the judges' eyes, you'd better make your writing content as real and interesting as possible. In addition, it's a good idea for the language to be vivid and humorous, enabling your composition to stand out easily.

Hopefully, you can find my suggestions helpful. Wish you a great success in the final.

Yours sincerely,

Li Hua

【导语】本篇书面表达属于应用文。题目要求考生给即将参加留学生中文写作大赛的决赛的好友 Caroline 写信，需向她表示祝贺，分享建议，并表达祝愿。

【详解】1. 词汇积累

高兴的：delighted→happy, pleased, glad

建议：suggestion→advice

比赛：composition→match, contest

给某人留下好印象：leave a good impression on sb→make a good impression on sb, give sb a good impression

此外：in addition→besides, furthermore, additionally

使能够：enable→allow

2. 句式拓展

同义句转换

原句：I am more than delighted to know that you have entered the Chinese composition final.

拓展句：Knowing that you have entered the Chinese composition final, I am more than delighted.

【点睛】[高分句型 1] To help you do better in it, I'm writing to offer my suggestions, which are listed as follows.

(运用了不定式短语 To help...作目的状语、which 引导非限制性定语从句)

[高分句型 2] In addition, it's a good idea for the language to be vivid and humorous, enabling your composition to stand out easily. (运用了现在分词短语 enabling...作结果状语)



4. (2024 届云南省昆明市第一中学高中新课标高三摸底试题) 假定你是李华, 外教 Mr. Smith 正筹划一场辩论比赛, 他向同学们征集建议以期有所创新, 请你给他写一封邮件, 内容包括:

- 1. 辩论主题;
- 2. 创新建议。

注意:

- 1. 词数 80 左右;
- 2. 请按如下格式在答题卡的相应位置作答。

Dear Mr. Smith,

Yours,

Li Hua

【答案】

Dear Mr. Smith,

Hoping this email finds you well. It would be delightful if my suggestions for the debate competition could help.

I propose “Social Media-Pros or Cons” as the topic. Given the significance of social media, this topic will spark insightful discussions on its impact and consequences, encouraging exploration of various perspectives. Apart from regular arguments presenting and debating rounds, I suggest introducing an “Audience Questions” session to create an interactive atmosphere.

The topic and novel session will hopefully make the event educational and engaging. Best wishes for organizing it!

Yours,

Li Hua

【导语】本篇书面表达属于应用文。假定你是李华, 外教 Mr. Smith 正筹划一场辩论比赛, 他向同学们征集

建议以期有所创新，请考生给他写一封邮件。

【详解】1.词汇积累

令人愉快的：delightful→enjoyable

建议：suggestion→advice

各种各样的：various→a variety of

除了，此外：Apart from→In addition to

2.句式拓展

简单句变复合句

原句：Given the significance of social media, this topic will spark insightful discussions on its impact and consequences, encouraging exploration of various perspectives.

拓展句：Given the significance of social media, this topic will spark insightful discussions on its impact and consequences, which can encourage exploration of various perspectives.

【点睛】【高分句型1】It would be delightful if my suggestions for the debate competition could help.（运用了if引导的条件状语从句）

【高分句型2】Given the significance of social media, this topic will spark insightful discussions on its impact and consequences, encouraging exploration of various perspectives.（运用了现在分词作状语）

5.（湖南省常德市第一中学2023-2024学年高三试题）假定你是李华，你的美国笔友Chris要私下存钱购买智能手机，用于打游戏。请你给他写封信，指出他的错误并提出建议。

注意：1. 写作词数应为80左右；

2. 请按如下格式在答题卡的相应位置作答。

Dear Chris,

Yours,

Li Hua

【答案】



Dear Chris,

I heard that you want to save money secretly to buy a phone for gaming. I think it's not a good idea. It's important to prioritize your needs and make wise decisions. Spending all your money on gaming may not be beneficial in the long run.

Instead, I suggest considering other options. You could save money for something that can contribute to your personal development, such as educational materials or a hobby that can provide valuable skills. It's also important to find a balance between leisure activities and your responsibilities. I encourage you to explore different forms of entertainment that don't rely solely on technology. Engaging in outdoor activities, sports, or joining clubs can provide enjoyment and help you develop new skills. It's also a great way to expand your social circle.

I think if you can be a little bit smarter now, you will have a brighter future. Good luck.

Yours,

Li Hua

【导语】本篇书面表达是一封建议信。要求考生以李华的身份就美国笔友 Chris 要私下存钱购买智能手机并用于打游戏一事，给他写封信，指出他的错误并提出建议。

【详解】1.词汇积累

想要：want to→ would like to

攒钱：save → put aside

购买：buy→ purchase

提供：provide→offer

2.句式拓展

简单句变复合句

原句：You could save money for something that can contribute to your personal development, such as educational materials or a hobby that can provide valuable skills.

拓展句：It is advisable that you save money for something that can contribute to your personal development, such as educational materials or a hobby that can provide valuable skills.

【点睛】【高分句型 1】Spending all your money on gaming may not be beneficial in the long run.（动名词短语做主语）

【高分句型 2】I encourage you to explore different forms of entertainment that don't rely solely on technology.（使用了 that 引导定语从句，先行词为 entertainment）



6.（海南中学白沙学校 2023 年试题）假定你是李华，你的同学 Dave 感觉学习压力大，焦虑，通过玩网络游戏才能感觉到放松，你认为这存在问题。请你给同学写一封邮件，内容包括：1. 说明问题；2. 提出建议。

- 注意：1. 写作词数应为 80 个左右；
2. 请按如下格式在答题卡的相应位置作答。
3. 开头和结尾已给出，不计入总词数。
4. 可适当增加细节使内容连贯。

Dear Dave,

Yours,  
Li hua

【答案】

Dear Dave,

I'm sorry to hear that you are addicted to playing computer games. I can understand how upset and stressed you must be, but I think it will surely harm to your health. Here are a few things you can do.

First, if I were you, I would try my best to limit the time spent on video games each day, so I could spend more time on other meaningful activities and hobbies. Another step would be finding purpose in reality, from enjoying face-to-face conversations with your family and friends to taking a walk in the sunshine. Immerse yourself in the pleasure of real life instead of a virtual world.

I am sure that with persistence, you'll definitely get rid of your video game addiction. Looking forward to your good news.

Yours,  
Li Hua

【导语】本篇书面表达为一篇应用文。要求学生给 Dave 写一封信建议信，因为他感觉学习压力大，焦虑，通过玩网络游戏才能感觉到放松。给他写信提出问题，并给予建议。

【详解】1.词汇积累：

使沉浸于：immerse→absorb/bury

摆脱：get rid of→cast off/break away from

焦虑的：stressed→anxious/worried

2.句式拓展：

同义句转换

原句：First, if I were you, I would try my best to limit the time spent on video games each day, so I could spend more time on other meaningful activities and hobbies.

拓展句：First, were I you, I would try my best to limit the time spent on video games each day, so I could spend more time on other meaningful activities and hobbies.

【点睛】【高分句型 1】First, if I were you, I would try my best to limit the time spent on video games each day, so I could spend more time on other meaningful activities and hobbies.(运用了虚拟语气和)

【高分句型 2】Here are a few things you can do.(运用了倒装句)

.（湖南省岳阳县第一中学 2023 2024 学年高三试题）假定你是红星中学的学生李华，你校来自美国的交换生 John 在学校网站上发布了一份求助信，称自己由于中文不好，与同学们的日常交流存在障碍，想求助大家如何学好中文。请你给他发一封邮件，给他一些学习中文的建议，内容包括：

- 1.自我介绍并表明写信目的；
- 2.提出学习中文的建议。

注意：

- 1.写作词数应为 80 左右(开头和结尾已给出，不计入总词数)；
- 2.可以适当增加细节，以使行文连贯。

Dear John,

Best wishes!

Yours,

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