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# 考研英语(一) 考前作文20篇

中公教育研究生考试研究院◎编著

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2019 新大纲



世界图书出版公司

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# 考研英语(一)

## 考前作文 20 篇

中公教育研究生考试研究院◎编著

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# 前言

写作是考研英语试卷中较难的主观表达题,旨在检测考生的英语语言综合运用能力,写作的过程是考生英语知识的输出过程。事实证明,写作题是可以通过训练在短期内能够拉开考生分数差距的题型。本书依据考研英语(一)大纲,选取热门写作话题,总结实用方法和技巧,帮助考生夯实基础,重点提升。本书主要有以下特色。

## 紧扣大纲,预测热点

英语(一)大纲要求考生能写出不同类型的文章,包括私人 and 公务信函、备忘录、报告等,以及一般描述性、叙述性、说明性或议论性的文章。本书提供 10 种不同类型的应用文,包括建议信、咨询信、申请信等。收录的 20 篇短文以说明文和议论文为主,用词得当,语法正确,文章结构合理。

通过分析历年真题可知,建议信分别在 2007 年、2009 年、2012 年和 2014 年考查过,在 2019 年考的几率很大。申请信、道歉信、邀请信也分别在 2006 年、2008 年、2018 年考查过,因此本书将它们作为重点进行详细解析。其他类型的应用文(感谢信、倡议信、混合信等)虽考查频率低,但与考生生活息息相关,有考查的可能性,故本书同样选取相关范文进行深刻解析。本书短文写作按照话题分类,选取热点题材,譬如网络暴力、人们对外国产品和国内产品的青睐度、二胎政策等。考生可依据本书积累相关写作题材,做到胸有成

竹,临阵不慌。

## 优质范文,巧思妙写

“授之以鱼,不如授之以渔”,学习贵在方法,写作重视技巧。应用文写作侧重考查考生使用恰当的英文来表达要求和意愿的能力,具有规范性。短文写作侧重考查考生运用丰富的语言来完成叙述和评论的能力。本书所选参考范文具有代表性,且每篇应用文后附带“亮点句型”和“备考指导”,短文后附带“闪光词汇”和“亮点句型”。下面以建议信的“备考指导”为例。

**【例】**本题考查的是建议信。对于建议信,通常分为三段去写。首段中,需要自我介绍,表示相关;表扬在先,建议在后。第二段是书信的核心段落,内容包括具体建议、相关原因。第三段中,表示期待,即希望对方能够采纳所提建议。

归纳可知,其首先总结了所给参考范文的类型,使考生心中有数。然后具体分析写作步骤,阐明首段如何引入。明确第二段为文章的核心内容,说明应该怎样展开。第三段为文章的结尾段,再次表明写信人的态度。备考指导方法实用,点拨到位,考生灵活运用便能从容应对不同类型应用文写作。大作文布局合理,内容完整,遵循“现象或问题—原因分析—解决办法”这一写作思路。运用例证法、对比法、递进法等方法扩展每段内容,巧用过渡词实现句子之间的衔接,逻辑性强。考生可通过研读一篇范文,学会写一类作文。

## 素材丰富,锦上添花

俗话说“无米难炊”,要想写出精彩的文章,一定的写作素材是必不可少的。本书在“写作集锦”这一模块提供了应用文开头段、结尾段常用语句,短文写作常用句式,其主要目的是让考生弥补自己

的短板,自我巩固提高,从而在写作之时信手拈来,锦上添花。词汇主要涉及经济、文化、教育、环保、科技、健康、道德、家庭、精神品质等,这些是考生在写作表达中经常用到的词汇,适用于考研写作的各类话题。

本书严格按照考试大纲编写,在分析历年写作真题的基础上选取热点话题,预测性强,话题紧跟时代潮流,选取优质范文,为考生提供思路指导及写作素材,帮助考生解决“无处下笔”和“无话可说”的两大难题。借此,希望考生在考试大纲的框架下,结合本书所提供的思路及素材,认真复习、积极备考,预祝所有考生考试顺利!

中公教育研究生考试研究院

2018年9月

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## 第一章

## 应用文写作

## 一、建议信(2篇)

## (一)

**Directions:**

You are supposed to write a letter to the mayor of your city, suggesting how to live a low-carbon life in order to build an eco-friendly city.

You should write neatly on the ANSWER SHEET.

**Do not** sign your own name at the end of the letter. Use “Li Ming” instead.

**Do not** write the address. (10 points)

## 参考范文

Dear Mayor,

I am a college student who is willing to engage in building a greener and cleaner city. Thanks to our co-efforts made in the past, great changes have taken place in our city. However, it is necessary for us to continue pursuing a low-carbon lifestyle.

First of all, it would be greatly appreciated if you could vigorously advocate the principle of three Rs of waste management—reduce, reuse, and recycle, which can help us build a greener homeland. Also,

it is a better choice for commuters to ride a bicycle. Because riding is a good way to do exercise and relieve stress after work.

I do hope that you could consider my suggestions.

Yours sincerely,

Li Ming

## 亮点句型

1. I am a college student who ...

我是一名大学生……

2. Thanks to our co-efforts made in the past, great changes have taken place in our city.

过去,在我们的共同努力下,我们的城市发生了翻天覆地的变化。

3. However, it is necessary for us to continue pursuing ...

然而,我们有必要继续追求……

4. First of all, it would be greatly appreciated if you could ..., which can help us ...

首先,如果您能……,我将不胜感激,这样有助于我们……

5. Also, it is a better choice for ... to ...

此外,对……来说,……是一个更好的选择。

6. Because ... is a good way to ...

因为,做……是一个好的方式。

7. I do hope that you could consider my suggestions.

我真心希望您能考虑我的建议。

## (二)

### Directions:

Write a letter to your friend Jimmy to advise him not to over-

study himself. You should include the details you think necessary.

You should write neatly on the ANSWER SHEET.

**Do not** sign your own name at the end of the letter. Use “Li Ming” instead.

**Do not** write the address. (10 points)

### 参考范文

Dear Jimmy,

I am writing this letter to give my advice on your overstudy, for this habit will have a long-term bad influence on your health. My suggestions are as follows.

To begin with, you had better not study late at night. It may do harm to your body. What's more, you'd better do some exercise every day to keep healthy. Last but not least, I hope you can communicate with your teachers to improve your learning efficiency.

Study is important, but health is as important as study. The meaning of study and life can only be guaranteed by a healthy body. I sincerely hope you can adopt my suggestions.

Yours sincerely,

Li Ming

### 亮点句型

1. I am writing this letter to ... for ...

我写这封信是为了……因为……

2. To begin with, you had better not ...

首先,你最好不要……

3. Last but not least, I hope you can ...

最后也很重要,我希望你可以……

4. The meaning of study and life can only be guaranteed by a healthy body.

身体健康才能保证使你的学习和生活有意义。

## 备考指导

本题考查的是建议信,作为一种问题解决型书信,它在英语(一)写作中考查最频繁,在 2007 年、2009 年、2012 年和 2014 年都曾出现过。因此,考生需高度重视建议信的写作。

对于建议信,通常分为三段去写。

首段中,需要自我介绍,表示相关;表扬在先,建议在后。第一句进行自我介绍、表示相关,即表明自己的身份,并且证明自己非常关心这个话题或者对此有所研究、了解。第二句中需要表扬在先、建议在后,即应表明自己的写作目的,但是出于礼貌以及让收信人更愿意采纳写信人建议,在提建议之前,应该首先肯定对方的行为及成就。

第二段是书信的核心段落,内容包括具体建议、相关原因。即针对问题提出具体建议,同时为了做到有理有据,每条建议后应该阐明相应原因。为了做到条理清楚,考生们在提出建议时可以用 firstly 和 moreover 等词衔接。

第三段中,表示期待,即希望对方能够采纳所提建议。

## 二、投诉信(2 篇)

### (一)

#### Directions:

Write a letter to the manager of the hotel in which you have stayed, making a complaint about its service during your stay.

You should write neatly on the ANSWER SHEET.

**Do not** sign your own name at the end of the letter. Use “Li

Ming" instead.

**Do not** write the address. (10 points)

### 参考范文

Dear Manager,

I am a customer who lived in your hotel two days ago. I am writing this letter to make a complaint about your service.

I found that the bed sheet and quilt cover were not clean then, which has made me very uncomfortable since I lived in your hotel. And I used some ointment to save my skin but it did not work. To resolve the problem, it is advisable for you to make an investigation and give me a written explanation. I wish this kind of problem will not happen to other customers.

I hope that my problem will get your consideration.

Yours sincerely,

Li Ming

### 亮点句型

1. I am a customer who ...

我是一名顾客……

2. I am writing this letter to make a complaint about ...

我写这封信是为了投诉……

3. To resolve the problem, it is advisable for you to make an investigation and give me a written explanation.

为了解决这一问题,建议你做一个调查,并给我一个书面解释。

4. I wish this kind of problem will not happen to other customers.

我希望这种问题不会发生在其他客户身上。

5. I hope that my problem will get your consideration.

我希望我的问题能得到你的考虑。

(二)

**Directions:**

Suppose you have found something wrong with the electronic dictionary that you bought from an online store the other day. Write an email to the customer service center to make a complaint, and demand a prompt solution.

You should write neatly on the ANSWER SHEET.

**Do not** sign your own name at the end of the letter. Use “Li Ming” instead.

**Do not** write the address. (10 points)

参考范文

Dear Sir or Madam,

I am writing to you to express my complaint about the electronic dictionary I bought from your online store the other day.

At first, I was quite happy with my new English-learning device. It worked just fine. Unfortunately, the screen freezes every time when I try to get access to the “Dictionary” section after my playing some games on it. I reset the device several times but now the problem still exists.

To solve the unpleasant problem, I suggest a free replacement for my device. Also to avoid similar complaints, your company should run stricter quality tests on products. Your prompt attention would be highly appreciated. I look forward to your satisfactory feedback.

Yours sincerely,

Li Ming

## 亮点句型

1. I am writing to you to express my complaint about ...

我写信是为了表达我对……的不满。

2. To solve the unpleasant problem, I suggest ...

为了解决该令人不愉快的问题,我建议……

3. Also to avoid similar complaints, your company should run stricter quality tests on products.

同时为了避免类似的投诉,贵公司应该对产品进行更严格的质量测试。

4. I look forward to your satisfactory feedback.

我期待着您满意的反馈。

## 备考指导

本题考查的是投诉信,作为一种问题解决型书信,目前它在英语(一)考试中并没有出现过,但是与大学生的生活息息相关,存在较大的考查可能性,因此考生们需准确掌握其写作技巧。

对于投诉信,通常分为三段去写。

首段需要表示相关,表明目的。第一句需要表示相关,即表明自己的身份,证明自己有投诉的资格。第二句中需要表明目的,即应表明自己写信是为了投诉什么内容。

第二段是书信的核心段落,需要写具体事由、补偿方案和相关原因。首先需要表明具体事由,即阐明投诉对象究竟存在什么具体问题,以及给自己造成了哪些不便或损失。其次需要写明补偿方案,即告诉对方你想要的解决方案,同时为了让对方信服,需要阐明你提出此方案的理由,做到有理有据。

第三段,表示期待,即希望自己的投诉可以得到及时回复。

### 三、倡议信(2篇)

#### (一)

#### Directions:

Your college is to hold an activity of reading celebrities' letters to advocate letter writing. Write your classmates an email to inform them of the details.

You should write neatly on the ANSWER SHEET.

**Do not** sign your own name at the end of the letter. Use "Li Ming" instead.

**Do not** write the address. (10 points)

#### 参考范文

Dear Classmates,

I am very happy to invite you to attend our activity of reading celebrities' letters. It will be held on April 23, the World Book Day, at our library and will start at 7:00 p.m.

This activity is designed to help us improve our writing ability by reading those celebrities' letters. Considering we are all indulged in staring at electronic screens all day and lack practical writing ability, we would like to invite each of you to take a letter you like and share it in the reading activity. At last, we will discuss together the writing techniques your letters show, and learn how to deeply and sincerely express our thoughts and ideas.

We are looking forward to your attendance at the reading activity.

Yours sincerely,

Li Ming

亮点句型

1. I am very happy to invite you to attend our activity of ... It will be held on ..., at ... will start at ...

非常高兴邀请你们参加我们的……活动。活动将在……(日期)在……(地点)举办,开始时间是……

2. This activity is designed to help us improve our writing ability by ...

设计这项活动的目的是通过……帮助我们提高我们的写作能力。

3. Considering we are all indulged in ... and lack practical writing ability, we would like to invite each of you to ...

考虑到大家都沉迷于……,缺乏应用文写作能力,我们想邀请每一位……

4. At last, we will discuss together ..., and learn how to deeply and sincerely express our thoughts and ideas.

最后,我们会一起讨论……,学习如何深入地、诚挚地表达我们的思想和想法。

5. We are looking forward to your attendance at ...

我们期待你们参加……

(二)

**Directions:**

The Students' Union of your department is planning a Chinese Speaking Contest. Write an email to inform your classmates of the details.

You should write neatly on the ANSWER SHEET.

**Do not** sign your own name at the end of the letter. Use "Li