**主题语境：**人与自我

**语篇文体：**安慰信+建议信

**教学目标：**

1. 了解建议信的格式、文体要求
2. 学会“三审题干”
3. 如何有效安慰对方，如何给对方提出合理又礼貌的建议
4. 通过训练提高学生写建议信的能力

**教学重难点：**

1. 如何给出恰当的建议、建议的内容是否可行
2. 分辨哪些是有效安慰
3. 相关安慰和建议的素材积累

第一节：应用文写作(满分15分)

假定你是李华，你的笔友Amy最近写了一封e-mail给你，表达了因体重过重带来的烦恼。请你安慰Amy，并给她建议，内容包括：

1. 表达安慰；
2. 给出建议；
3. 你的祝福。

注意：

1．词数80左右；

2．可适当增加细节，以使行文连贯。

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第一节：应用文写作(满分15分)

Possible version one:

Dear Amy,

Knowing that you are worried about your weight, I quite understand how upset and anxious you feel. Actually, things would improve if we followed the suggestions below.

Firstly, a balanced diet and regular exercise make a difference, which not only helps you watch your figure but also contributes to a healthier life. Besides, have you thought about avoiding sugary drinks and fruit juice? Sugar is the first cause of gaining weight. Frankly speaking, if I were you, I would focus more on fitness rather than weight. A good healthy body is worth more a crown in gold.

All the best, I hope these suggestions beneficial!

Yours,

Li Hua