2022.03温州二模应用文 讲评学案

**假定你是李华, 你已经完成国外某大学的网络课程学习。请你给该课程负责人写一封关于 课程学习反馈的邮件, 内容包括:**

**1. 你的评价;**

**2. 你的建议。**

**注意: 1. 词数 80 词左右;**

**2.可以适当增加细节, 以使行文连贯。**

**I.审题：**

**一）构思 Analyze**

**1.确定体裁:  反馈信feedback+建议advice**

**2.确定写信对象： 该课程负责人 To whom it may concern，**

**Dear sir/madam，**

**3.确定人称:  第一人称为主，辅第三人称**

**4.确定时态:  一般现在时为主，一般过去时为辅。**

**5.确定要点： 你对课程的评价**

**你的建议**

**二）谋篇布局：框架结构和要点（Structure + Points）**

To whom it may concern，/ Dear sir/madam，

Paragraph 1: **背景（自我介绍/具象化课程、学校）+提出反馈。**

Paragraph 2: **对网络课程的评价+给出建议**

Paragraph 3: **提出期待与期待回信（表示感谢）**

 Yours,

 Li Hua

**II.思维和表达:**

1.表明写信目的：

 a.自我介绍：具体化课程：

**Beginning( Para 1.): 首段：背景（自我介绍+具体课程/学校）+提出反馈**

**1.我是李华，一名**刚修完你们广受欢迎的网络课程——交际英语口语的学生**。**

**I’m Li Hua, a student \_\_\_\_\_\_\_\_\_\_\_\_\_ your \_\_\_\_\_\_\_\_ online course — Spoken English for Communication.**

 **课程还可以写：**America Society and Culture, American Literature

 Business English, English Writing Skills

 English course for Listening and Oral Presentation

 **2.**我写信给你是带着诚意为了给你一些反馈

**I am writing to give you some \_\_\_\_\_\_\_\_\_ sincerely/with sincerity.**

 两句合并可以表达为：

 ①I’m Li Hua, a student \_\_\_\_\_\_\_ your \_\_\_\_\_\_ online course — Spoken English for Communication. I am writing to give you some \_\_\_\_\_\_\_\_\_ sincerely/with sincerity**.**

 b.具体化学校：

②运用非谓语

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ the online courses in Stanford, I’m writing to give some feedback on it with sincerity.

③I’m Li Hua, a student from University of Cambridge. Having Finished the provided online courses, I \_\_\_\_\_\_\_\_\_\_\_\_\_ (迫不及待地想与你们传达/分享我的感受) my expression of them and \_\_\_\_\_\_\_\_\_\_ (提供一些相关的建议).

 国外某大学的网络课程学习：

 Stanford University（斯坦福大学）；

 Harvard University（哈佛大学）；

 University of Cambridge（剑桥大学）；

 University of Oxford(牛津大学）等。

**2. Body( Para 2.): 中段：对网络课程的评价+给出建议**

 **2.1思维与表达：先扬后抑 先正面评价，后美中不足，提建议**

 **先总体印象，再拓展细节**

 **评价的角度：课程内容，上课方式、学习难易度、网络通畅等等。**

1.总的来说，我在斯坦福大学上的每一门课都让我印象深刻，也很有见地。

In general, every course I took in Stanford was \_\_\_\_\_\_\_\_\_\_\_\_. **(impressive/insightful/helpful/rewarding/fruitful/beneficial)**

2.就我个人而言，我从课程中获益良多，尤其是我的发音有了很大的提高。

Personally, I’ve benefited a great deal from the course, with my pronunciation in particular considerably improved.

3.更重要的是，我已经建立了说英语的信心，这反过来有助于我说英语的流利。

More importantly, I’ve built up my confidence when speaking English, which in turn contributes to my fluency.

**2.2思维与表达： 评价的角度：学习收获**

 1. The gains from the course （Spoken English for Communication）

 What do I learn from the course?

① improve my pronunciation

 ② acquire basic communication skills，

 **boost my English-speaking skills**

③ broaden my horizons

 ④ increases my knowledge

 ⑤bring my potential and ability into full play

 ⑥build up my confidence

可用Not only... but also 部分倒装句式： By attending the course, not only can I improve my pronunciation, but also acquire basic communication skills. Additionally, it provides me a valuable platform to build up my confidence.

2. 多样化高级表达

1）when引导的定语从句

I can well remember the time when the professor was strict with me in obeying the rules and regulations so that I could adjust to the course well.

2） 强调句型：

It was your practical teaching and patient guidance that helped improve my self-discipline and be confident in my study.

3)名词性从句

What also impressed me a lot was that you offered me much assistance in my daily life, touching and inspiring.

4)虚拟语气

What also impressed me a lot was that you offered me much assistance in my daily life, touching and inspiring.

5)状语从句+非限制定语从句

You never fail to cheer me up with your smiles when I am discouraged, which helps us to cultivate a positive attitude towards difficulties

 **2.3评价的角度：指出不足+ 就相关问题提出针对性建议：**

 为了使你的课程更吸引人、更有效，我强烈建议你让学习者接触一些目前在你的国家流行的英语电影，最好有字幕。

To make your course even more **appealing and effective**, I highly **recommend** that you expose learners to some English movies that are currently popular in your country, with subtitles preferably.

**建议表达常用句型：You are supposed/required/expected to do…**

**You had better do/ ought to do …**

**It is suggested/advised that …**

**It’s a good choice to do… It is advisable to do…**

**It would be wise if…**

**It’s of great importance/significance to do…**

**1.**感谢你能让我参与这个精彩的网络课程 ，使我受益很多。

Thanks for involving me in this wonderful Internet course, which benefits me a lot.

2.那些知识渊博的教授、富有教育意义的课堂都给了我很深的印象，从中我学会了如何从另一个方面来看待这个世界

I am deeply impressed by the humorous and knowledgeable professors and the instructive lessons，from which I learned how to perceive this world from another perspective.

3.衔接句：然而，也存在着一些问题

However, there also exist some problems.

But I have to point out one thing that was made it not perfect--the form of organizing our classes.

4. 建议：如果您能完善校园网络并提供录音课程提高我的学习效率，我将不胜感激。

I’d be much grateful/thankful if you could perfect the campus network and provide the recorded courses to enhance my study efficiency.

**3. Ending(Para 3.)期待采纳与回信（表示感谢）。**

① Your consideration for my advice would be appreciated a great deal. Looking forward to your reply.

② Thanks again for this precious opportunity. I am looking forward to your early reply.

③ I hope that what I suggest is helpful to you. May your course become more and more popular. I am looking forward to your reply.

④ I would greatly appreciate your taking my suggestions into account. Looking forward to your favorable reply at your earliest convenience.

**Conclusion:** **抓要点+列表达+定框架**

**首段: 背景介绍+写作目的**

1. I'm Li Hua, ... Having completed ..., I’m delighted to ...

2. I'm Li Hua, a student from...Thanks for involving me in ...I’m writing to ...

**中段: 提出反馈（评价与建议）**

1.In general, … is of great benefit to me. Firstly, I am impressed by ...Secondly, what attracted me most is ...

2. However, there also exits some problems. I would be thankful if you could ...

**末段: 提出希望与期盼回复**

1.Thanks again for this precious opportunity. I am looking forward to your early reply.

2.Hopefully, you will ... Looking forward to attending your next course.

参考范文

Dear Sir/Madam,

Having finished the online course - English Public Speaking, I’m delighted to express my deep appreciation and sincere suggestions to you.

Informative and professional, the course is very beneficial to my study. It has abundant materials to share as well as chances to practice, providing me practical skills on public speaking and a platform to showcase myself. Besides, the instructor is humorous and patient, which makes his lessons vivid and easy to follow. However, it would attract more learners if you could arrange flexible learning schedule, like providing weekend classes.

 Thanks again and looking forward to attending your next course.

 Yours sincerely, Li Hua

**优点：言简意赅，要点齐全，语言得体自然**

〖高考真题回顾〗

 **(2019年6月 浙江高考)**假定你是李华，经常帮助你学习英语的朋友Alex即将返回自己的国家。请给他写一封邮件，内容包括：

1.表示感谢；

2.回顾Alex对你的帮助；

3.临别祝愿。

注意：

1.词数80左右；

2可适当增加细节，以使行文连贯。