

A Letter of Thanks



Appreciation Letter

假定你是李华，你所在高中学校要征集一封英文**感谢信**，以致意奋战在抗击新型冠状病毒肺炎第一线的**医护人员**，请你根据下列要点**写**一封信用于投稿：

1. 表达谢意；
2. 个人感受；
3. 表达信心。

Dear medical workers,

Para 1: Writing purpose--show your **appreciation**

Para 2: **Detailed reasons** of your thanks

(要点2: personal feelings about...)

Para 3: Express your gratitude again and show your confidence/hope.(要点3)

Yours sincerely,
Li Hua

因...而感激某人

1. thank/appreciate/acknowledge (正式) sb.
2. be grateful to/thankful to/be appreciative of
3. express/convey/ show/extend one's thanks/gratitude/appreciation to sb. for sth.

Para 1

1. I am writing this letter to **thank you for ...**
2. I am writing to **express/convey/show /extend** my **sincere/heartfelt/ cordial/ deepest thanks/ gratitude/ appreciation** to you for ...
3. I am dropping these few lines to **show my cordial appreciation for** what you have done.

Para 2

Personal feelings of

The qualities of medical workers

heroic, brave, courageous, fearless, devoted, dedicated, selfless, unselfish, responsible, professional, diligent, ...

The acts of medical workers

1. sacrifice time, family even life
2. accompany/treat/ cure/comfort/save/rescue /attend/protect patients
3. show love and sympathy for. ...
4. do medical research

The influence of medical workers

1. set an example for
2. encourage more and more volunteers/followers
3. give us more confidence
4. confirm one's resolution to be a medical worker
5. ...

1. You **stood out** without a second thought, regardless of the strong desire for a happy reunion with family during the Spring Festival.

2. I feel greatly touched when hearing you **spare no effort to / make every effort to** treat and look after the patients day and night.

1. It's because of your selfless **devotion/dedication** that the epidemic has been controlled effectively.
2. Your strong sense of **responsibility** deserves to be highly appreciated/ is well worth praising .
3. This special Spring Festival has witnessed your **strength** and **strong willpower**.

but for/without 引导的虚拟语气

1. I can't imagine how terrible the city **would be** **but for** your work.
2. **But for** your unreserved help and tender care, I can't imagine how severe the situation **would be**!
3. **But for** your help, patients **would not have recovered so quickly** .
4. **Without** your devoted care and selfless contribution, the situation **wouldn't have been** controlled in such a short time.

Advanced sentences

1. It is your patient care and constant encouragement that

(是你们耐心的照顾和不断的鼓励) improve their health and fuel their desire to live.

2. What impresses me most is that (让我印象最深刻的是) you

comfort the patients gently when they are at a loss.

3. You are always professional and responsible when everyone turns to you for help,

which greatly moves/ touches/ affects me.

(这大大的感动了我)

4. You never fail to cheer people up with your smiles when

they are discouraged, (当病人失去信心时, 你们总是用微笑鼓励他们)

which helps us to cultivate a positive attitude towards difficulties (有助于我们对困难养成积极的态度).

Para 3 (thanks again)

1. Again, millions of thanks for what you have done.
2. Please accept my sincere thanks again for... **Good luck and stay well!**
3. Again, I would like to express my sincere thanks to you!
May you be in good health.
4. My gratitude is beyond words/description. / Words fail to express my deepest gratitude **.Best wishes to you!**
5. Sincere thanks again for what you have done. **Wish you a healthy and happy life!**

Confidence

1. I'm firmly convinced / I firmly believe that with your help and effort, the day when we win is approaching.
2. With your hard work, undoubtedly, / there's no doubt that we will go through the trouble sooner or later.
3. Under no circumstances will we be knocked down by the virus. I am confident / I bet that everything will be fine in the near future with our joint effort!
4. We share the strong belief / hold the firm belief that we will go through this difficult time with everyone's support.

Dear medical workers,

I am writing to express my sincere gratitude to you for your fighting (fight) against the COVID-19. Since the outbreak of the virus, you have worked (work) in the front line for nearly a month, rescuing people from all walks of life. But for your devoted (devote) care and selfless contribution, the situation wouldn't (would) have been controlled in such a short time. Your moving dedication, which prevents the dreadful condition from getting worse, is undoubtedly (doubt) worth appreciation !

Words (word) fail to express our thanks to you. Now everything is going into the right track gradually, so I am sure we will win the fight. Remember, we are always with you!

Yours,
Li Hua

Writing sample

Dear medical workers,

On behalf of my school, I would like to **express the sincerest gratitude** to you all for your devotion and sacrifice in the battle against the COVID-19.

In this epidemic situation, it is you who/that, **regardless of** the shortage of equipment and the potential of infection, **desperately** rescue those infected but **struggling for** life. It is also you who **build up our confidence** to defeat it. It is you who deserve all admiration and love!

Such few words can't **fully** convey our thanks for your **irreplaceable** contribution. I **hold the firm belief** that **with our joint efforts** China will win the battle and make **a quick recovery**.

Good luck and stay well!

Yours sincerely,
Li Hua