英语作文模板

书信形式

模板一：

感谢信：

Dear XXX,

亲爱的XXX，

How are you getting on with your life and study? I am waiting to express my sincere thanks for. I couldn’t done well without your help. Thank you so much.

你进来的生活和学习怎么样？我一直等着向你表达我衷心的感谢。没有你的帮助我不可能做得这么好。真是太感谢你了。

During , I have taken a lot of help from you. First of all, you . What’s more, you . Another thing that I can’t forget is that you . It is your kindness and help that . Now I would like to take this opportunity to show my great appreciation for your timely support and assistance.

在 期间，我接受了你很多帮助。首先，你 。其次，你 。另一件我不能忘记的事情是你 。正是你的善良和帮助 。如今我想要用这个机会，向你表达我对你一直以来及时的支持和帮助的感谢。

Best wishes

最好的祝福

模板二：

求职信：

Dear XXX,

亲爱的XXX，

I am , from . I am writing to apply for .

我是 ，我来自 。我想写信申请 。

I think I am qualified for the position, because I am a positive girl/boy. What’s more, I can . Last but not least, I often . All in all, I am confident that I am suitable for the position.

我认为我能够胜任这个职位，因为我是一个积极的女孩/男孩。此外，我能 。最后但是至关重要的是，我经常 。总而言之，我很有信心能够胜任这个职位。

I will be much grateful if you will offer me a chance be one of your company.

如果有机会成为你们公司的一员，我将不胜感激。

Best wishes

最好的祝福

非书信形式

模板三：

节日写作（以春节为例）：

is one of the most important traditional festivals in China, which falls on of the Lunar calendar every year.

是中国最重要的传统节日之一，是在每年的农历 。

Not only is it popular in but it is also celebrated in many other places with many excellent activities.

这个节日不仅在 很流行，而且在其他的地方也庆祝这个节日，举办很多精彩的节目。

On that day people usually go back home to have family reunion, enjoying a large meal with their family members. They also , and is necessary.

在这一天，人们会回家和家人团聚，和家人一起享受盛宴。他们还会 ，并且 也是必不可少的。

It is a family reunion festival when people express best wishes to the beloved ones at this particular time.

这是一个家庭团聚的节日，人们在这个特殊的时刻向所爱的人表达最美好的祝愿。

模板三：

表达观点：

People are familiar with (某个观点). As we know, (观点的正确性). Therefore, (小结).

人们都非常熟悉 。正如我们所知道的， 。因此， 。

There are numerous examples supporting this opinion, A case in point is (举例一). For another example, (举例二). Moreover, (举例三).

有许多例子支持这一观点，一个恰当的例子是 。另一个例子是 。此外， 。

From what has been discussed above, we should understand that (观点). But one thing we have to notice is that (另一观点). All in all, (总结全文).

通过以上讨论，我们应该明白 。但是有一个我们要注意的事情就是 。总之， 。