

	写作内容
切题	1. It's suggested that you should arrive at your friend's home on time, for Chinese people attach great importance to punctuality. 2. It's a Chinese custom that we Chinese people will arrive at friends' homes approximately 10 minutes earlier, for it's a symbol of respect. 3. I strongly advise you to arrive your friend's home about 5 minutes later than the appointed time so that your friend will have adequate time to prepare.
分析	1、2、3 点都为 Terry 提出了到达朋友家具体时间的建议及原因。准时、稍提前几分钟、稍推后几分钟到达朋友家都符合中国的习俗，只要言之有理即可。
偏题	4. You should tell your Chinese friend when you will arrive in China, so he can make a schedule and pick you up at the airport. 5. Can you tell me your arriving time? I will pick you up at the airport. 6. I suggest that you should arrive at your friend's home in the evening, for Chinese people usually attach more importance to dinner. 7. If I were you, I would visit my friend in spring for it's a beautiful season. 8. I suggest that you should arrive at your friend's home in the Dragon Boat Festival, for you can watch wonderful Dragon Boat Races.
分析	题目要求李华告知 Terry 去中国朋友家做客，到达朋友家的合适时间，但 4、5 点却理解成了询问 Terry 到达中国的具体时间。6、7、8 点虽然都提到了时间及原因，但与题目中的关键词“习俗”不相关。

要点 2：合适的礼物

	写作内容
切题	1. When it comes to gifts, a bunch of flowers or a basket of fruit is a perfect choice, which will show your appreciation. 2. When visiting a Chinese friend, you can send some special local products to him, for example, the milk produced in New Zealand. 3. Speaking of gifts, you'd better not send a clock to your friend, which means bad luck and death in Chinese culture. I suggest that you give a bag of apples to him as gifts. 4. Don't buy too expensive gifts when you visit your friend and some tasty cakes and pastries(糕点) are satisfying as gifts.
分析	以上四点都切合题意，提出了具体的建议，且符合中国人做客送礼的习惯。Terry 看到邮件，能清楚地知道送什么礼物合适，达到了交际目的。

(接上表)

偏题	5. You should buy some gifts to your Chinese friend. If you visit your friend with empty hands, your friend will regard you as a impolite person.
分析	要点为“合适的礼物”，即考生需要阐释什么样的礼物是合适的，而第 5 点忽视了“合适的”这个非常重要的限定词。在不同国家的做客礼仪中，给主人送礼物这个行为基本一致，但不同的国家送的东西却不尽相同。考生需要告诉 Terry 什么样的礼物在中国是合适的，是被主人接受的，而不是告知 Terry 他需要给朋友送礼物这个他已经知道的常识。显然，第 5 点没有达到此要点的写作要求。

要点 3：餐桌礼仪

	写作内容
切题	1. When having dinner, remember not to stick your chopsticks upright in the rice bowl and you should lay them on your dish. 2. You should pay attention to Chinese table manners. For example, it's impolite to point at others with chopsticks when taking to others. 3. When you are eating or drinking, don't make voice, which is regarded as a very rude behavior in China.
分析	1、2、3 点都围绕中国的餐桌礼仪，给 Terry 进行了具体的解释。中国餐桌礼仪内容非常丰富，考生在这个要点上，不宜长篇大论的事无巨细地介绍，可选取一二点进行拓展即可。
偏题	4. For your health's sake, it's beneficial for you to wash your hands before dinner. 5. Table manners are of great importance in China and you should learn them in advance.
分析	第 4 点“wash your hands”不属于餐桌礼仪，而是一种卫生习惯，考生出现此种错误属于对核心词的理解偏差。第 5 点没有深入介绍餐桌礼仪的具体内容，而是在表层陈述其重要性，也属于偏题。

仔细审题是写作的前提和依据，是写作内容完成的根本保证。考生在平常的写作中，应重视审题思维训练，从人物关系、写作背景、写作目的、写作结构及写作要点入手，正确理解试题中的核心关键词，只有这样，才能完成试题规定的任务，达到预期的写作目的。

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