## 学术交流英语

English for Academic Activities

总主编 姜 怡 姜 欣 总主审 孔庆炎 Judith Jadron



# 学术交流英语

### English for Academic Activities

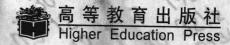
总主编 姜 怡 姜 欣

总主审 孔庆炎 Judith Jadron

主编 王慧莉 姜 怡

编 委 陈宏俊 刘文宇 周 莹

全益民 邱 进 曹 硕



#### 图书在版编目(CIP)数据

学术交流英语/姜怡,姜欣总主编;王慧莉,姜怡分册主编. 一北京:高等教育出版社,2006.9 (2007重印) ISBN 7-04-018699-3

I.学... Ⅱ.①姜...②姜...③王...④姜... Ⅲ.学术交流-英语-高等学校-教材 Ⅳ.H31

中国版本图书馆 CIP 数据核字 (2006) 第 091281 号

 策划编辑
 贾巍巍
 责任编辑
 马文敏
 封面设计
 周末

 版式设计
 刘艳
 责任校对
 马文敏
 责任印制
 陈伟光

出版发行 高等教育出版社 购书热线 010-58581118 社 址 北京市西城区德外大街 4号 免费咨询 800-810-0598 邮政编码 100011 址 http://www.hep.edu. 总 机 010-58581000 http://www.hep.com.cr 网上订购 http://www.landraco.can 经 销 蓝色畅想图书发行有限公司 http://www.landraco.com ED 刷 北京宝旺印务有限公司 畅想教育 http://www.widedu.co 开  $45.787 \times 1092 1/16$ 版 次 2006年9月第1版 印 张 21.5 ED 次 2007年1月第2次印刷 字 数 469 000 定 价 28.00元 (含光盘)

本书如有缺页、倒页、脱页等质量问题,请到所购图书销售部门联系调换。

版权所有 侵权必究 物料号 18699-00

#### 前言

随着英语教学的普及和教学改革的发展,大学新生入学后很快完成大学英语四、六级学习的人数在不断增加,大学英语高年级阶段英语教材的需求也相应地在快速增长。为此,我们编写了大学英语后续专门用途英语系列教材。

本系列教材以需求分析(needs analysis)为基础,以社会语言学、行为语言学、心理语言学和教育心理学等理论为指导,以满足各领域学生对于英语学习的不同需求为目的,力求以新的教材编写理念向学生提供其未来工作和学习所需的实用英语技能和实践机会。本系列教材包含了《文化交流英语》、《学术交流英语》等分册。

这些分册可以从不同角度比较全面地满足大学英语高年级阶段的学生对于英语的多元化需求,在巩固和拓宽原有知识和技能的基础上提高学生的英语应用能力。本套教材的特点是使用时伸缩自如、侧重灵活、适用面广、实用性强,符合教育部"大学英语教学改革工程"所确定的加强实用性英语教学、全面提高大学生英语应用能力的教改方向。

《学术交流英语》共分为两大部分,第一部分包含8个单元,第二部分包含12个单元。 第一部分以"听说"为主,围绕涉外学术交流活动中涉及的以"听"和"说"为主的交际活动而设计。包括学术交流硬件设施介绍、课程描述、学术讨论、学术报告、会议主持、论文宣读、预定会议宾馆、辅导咨询等;

第二部分以"读写"为主,围绕着涉外学术交流活动中涉及的以"读"和"写"为主的活动而设计。包括国际会议邀请函、会议日程、会议征文启事、论文摘要、论文引言、论文结论、参考文献引用、文献综述、项目建议书、项目评估报告、中外互派学者协议及申请留学的个人陈述等方面的文献阅读和写作。

全书各单元的设计以任务为主线。每一单元包括"任务目标"(task objective)、"任务准备"(task preparation)、"任务实现"(task realization)及"任务延伸"(task transfer)4个部分。具体说明如下:

△"任务目标"说明本单元需要达到的学习目标。

△ "任务准备"包括典型样例(samples)和语言扩展(databank): "典型样例"帮助学生对所学习的任务实例有一个直观的认识,并在每一个样例之后设有简明、扼要的理解练习,用于检查学生对样例的理解,"语言扩展"将完成该项任务所需的典型语言手段,即常用交际语句进行归纳和拓展训练。

 $\Delta$  "任务实现"提供模拟整体文献的练习,让学生使用前面所学到的典型语句来完成完整的书面交际任务。

△ "任务延伸"旨在鼓励学生充分利用因特网及图书馆资料,围绕所学任务话题来扩大 自学和独立使用语言的范围。

本教材构思独特、实用性强,尤其突出了学生在学术交流活动方面的英语需求,选材新颖、点面结合、内容丰富、语言规范,练习的设计兼具实用性和针对性。

本教材适合大学英语高年级教学,也可供英语双学位、英语强化班以及非英语专业研究 生教学使用。 大学英语后续专门用途英语系列教材是集体力量的结晶,参加编写的院校有:大连理工大学、大连外国语学院、大连医科大学、大连交通大学、大连大学、东北财经大学、大连民族学院等。全套教材由大连理工大学孔庆炎教授和美籍专家 Judith Jadron 审定,高等教育出版社给矛了大力支持和帮助。在此作者表示衷心的感谢。

本套教材是我们汲取众家所长所做出的尝试,有疏漏和不妥之处敬请各位专家和读者不 吝指正。

> 编者 2006年4月

### Contents

### CONTENTS

Reading and Writing

Section C Listening		1
Unit One	Introducing Academic Facilities	2
Unit Two	Introducing and Describing Courses	
Unit Three	Taking Part in Seminars	
Unit Four	Understanding Academic Lectures	
Unit Five	Chairing a Conference	
Unit Six	Making a Paper Presentation	57
Unit Seven	Booking a Hotel for Hosting a Conference	<b>68</b>
Unit Eight	Tutoring and Consultation	79

### CONTENTS

Section To	wo	
Reading a	and Writing89	)
Unit One	Inviting Someone to a Conference	0
Unit Two	Planning a Conference Agenda	1
Unit Three	Understanding a Call for Papers113	2
Unit Four	Writing an Abstract	
Unit Five	Writing the Introduction	B
Unit Six	Writing the Conclusion152	2
Unit Seven	Citing and Listing Sources167	7
Unit Eight	Composing a Literature Review	1
Unit Nine	Producing a Research Proposal	1
Unit Ten	Writing a Project Evaluation Report 212	(III)
Unit Eleven	Exchanging Academic Staff23	3
Unit Twelve	Writing a Personal Statement24	1
E2	ve Chairing a Conference.	tel lin
Keys to Ex	xercises	7 160
Tapescrip	ts 309	ya finis

## Section One

Listening and Speaking



#### INTRODUCING ACADEMIC FACILITIES



#### **Task Objective**

In this unit you will learn how to introduce academic facilities.

#### **Task Preparation**

#### I Samples

Sample 1)

Now listen to the following monologue. A glance beforehand at the word list provided below will help you understand what you're going to hear.

n.	多媒体
n.	投影
adj.	互动的
adj.	数码的,数字的
n.	麦金塔操作系统; 苹果牌计算机
	n. adj. adj.

Exercise I	
	Listen to the passage and fill in the blanks with what you've heard.
	The redesigned Meyer Library language facility ①(由
	3 个教学区和两个办公室构成). Construction began in June 1998 and
	finished in September.
	The language seminar room provides space for a class of up to 20
	students. ② (设有一个计算机控制台), the room allows
	faculty members to utilize multimedia materials during class time.
	Projection technology enables instructors to present material on the
	computer station to the entire class. ③(讨论室已重新设计,
	班级可分组进行互动学习).
	The second classroom in the new language facility allows students
	to use digital technology during class time. ④(教室内安装
	了 20 台计算机) so that students can engage in electronic learning
	while the instructor is present. Three of the computers are connected to
	a projector so that instructors can offer demonstrations to their classes.
	The largest space within the language facility contains a 29-

computer lab area where students can practice language skills outside of class time. 22 PCs and 7 Macintosh computers will provide students with access to the Digital Language Assessment system (for testing and study sets), and to other forms of computer-based, multimedia learning. ⑤ \_\_\_\_\_ (实验室里还有 20 个卡式磁带走带装置,可以播放录在传统式磁带上的语言材料).

Exercise II\_

-Listen to the passage again and read aloud with the tape.

#### Sample 2)

Now listen to the following monologue. A glance beforehand at the word list provided below will help you understand what you're going to hear.

	auditory	adj.	听觉的, 听力的
	visual	adj.	视觉的; 视力的
	tactile	adj.	触觉的
18 17	multilingual	adj.	多语言的
1 C. Car	soloist	n.	独唱者
	instantaneous	adj.	即时的; 立即的
	cadence	n.	节奏;韵律
1: 1997	VCR TW TIM 235	n. n. n.	105 50 录像机 ** 101 50 7 11 11 11 11 11 11 11 11 11 11 11 11 1
	the second and the second and the second and the second	THE RESIDENCE OF THE PARTY OF T	

Exercise III \_

Listen to the passage again and answer the following questions briefly.

- ① What realms does the lab provide for students to familiarise themselves with different languages?
- ② What are the two Microsoft applications that make typing compositions very easy?
- 3 By using what may students listen to textbook lessons and record their own voice?
- What can students do to get more of a feel for the natural cadence of a language?
- ③ With what is the lab outfitted for students to watch assigned instructional and educational media in the viewing room?

Exercise IV—

Listen to the passage again and read aloud with the tape.

#### Sample 3)

Now listen to the following monologue. A glance beforehand at the word list provided below will help you understand what you're going to hear.

	periodical	n.	期刊,杂志
	subscription	n.	订阅
11	database	n.	数据库
- Ugasia	feature	v.	是…的特色
ชอ กับเก	in session	on John	- <b>在上课</b> we mi believe like the West

Exercise	V-	
Z/ICI CISC	•	$\angle$

Listen to the passage carefully and judge whether the following statements are true (T) or false (F).

- ① The library's holdings only include more than 65 000 books. ( )
- ② The library has access to 29 131 electronic books and 57 electronic databases. ( )
- 3 The library collection occupies the second and third floors of the building. ( )
- The fourth floor contains classrooms and faculty offices.( )
- ⑤ The library is open 75 hours a week while classes are in session.

Exercise	VI-	
LACICISC	V /	

Listen to the passage again and read aloud with the tape.

#### II Databank



Practice these patterns and expressions often used in introducing academic facilities.

#### 实验室地点和建立时间 🐼

- ① The Multimedia Language Lab (MLL) was installed at the Center for English Language and Orientation Programs (CELOP) during the summer of 1996.
- ② The Digital Language Lab facilities are located on the second floor of Meyer Library and consist of three instructional areas.

The Center for Technology-Enhanced Language Learning and Instruction (TELLI) was established in January of 1997 with the financial support of the Office of Vice-President for Academic Affairs.

#### 科研方向

- We are interested in understanding the neural, cognitive and computational bases of language, and the relations between language and other cognitive domains, including memory, music and motor functions.
- ② Our research examines both native and later-learned language.
- ③ Our goal is to provide students with audio, video and technological methods of learning and practicing the foreign languages offered at Roanoke College.
- The project's objectives meshed exceedingly well with the University's vision of a "studentoriented research university."
- ⑤ CELOP is an intensive English Program run at Boston University for students of English as a second language (ESL), most of whom are preparing for study at an American university.
- The mission of the Multimedia Learning Center is to support, enhance, and innovate education in the Weinberg College of Arts and

- Sciences by providing the technological resources and learning environment needed to meet pedagogical goals.
- The Boston College Language Laboratory is committed to promoting and facilitating the acquisition and enhancement of language skills and cultural competency by providing the University community efficient access to an expanding collection of multimedia resources and instructional technology.
- The Multimedia Lab in BRK 180 is a specialized lab of eighteen stations focused on computer graphics, digital video and audio production.
- Multimedia Information Systems Laboratory conducts research on human-computer interaction.
- The primary focus of the laboratory is to make it easier for humans to communicate with complex computers and with each other, and to access the vast amounts of information stored online.



#### 实验室设备

- ① This lab seats up to 56 students.
- ② It is a large room with seating for about 30 people.
- ③ The Tandber Prisma analog audio system consists of a teacher console plus 32 interfaced audiocassette listening / recording workstations.
- Additionally, two media carrels (for individual use) house NTSC-only VCR units, as well as multi-region DVD players.
- ⑤ Viewing rooms are also equipped with multi-region DVD players.
- The Language Laboratory's computer workstation area includes 16 Macs and 4 PCs.
- ① Internet and printing access is available at each workstation.
- It comprises twenty student positions with full audio and video facilities, controlled by a teacher console.
- BC Cable TV features 59 TV channels (8 reserved for BC programming), at least 3 of which provide international news and / or entertainment programming.
- The lab also has a seminar room for smaller classes.
- ① The first multimedia-capable lab was installed on SU's campus.
- ① There are also video connections in the room for access to campus cable, local TV stations, and special satellite-delivered instruction & newscasts

- like CSPAN & SCOLA.
- Two Epson mobile LCD projectors are used in the labs and classrooms.
- Most of our audio is digitized with SoundEdit 16 (44Hz/16bit) then exported with Apple iTunes as MP3.
- (5) The OSU Foreign Language Lab Center provides learning tools for students enrolled in foreign language courses, such as foreign films, computer software, and listening tapes.
- (6) A "smart panel" facilitates easy projection of faculty and student computer monitors (including laptop screens) from various locations throughout the room.
- ⑦ Drop-in facilities are available on a first-come, first-served basis.
- (8) Computer-aided instruction in all the languages offered at the College is also supported.
- This room has capabilities for video projection (VHS and DVD) as well as audio in the form of CDs and cassettes.
- ② This room is also the home of the department's Gateway Destination and Power Macintosh 7300/200.
- ② The room boasts a Sony digital audio console with 24 student stations where students can work at their own pace and do a variety of activities without the need for individual audio cassettes.

#### 设备功能

- Trom the Prisma console, the instructor may conduct oral exams, discretely monitor and converse with students, activate random pairing or group conferencing among students.
- ② Prisma student position cassette recorders provide the following features and functions.
- 3 The lab serves as a place where students can come on an individual basis to do their work or as a classroom in which a video may be shown to an entire class.
- They are multi-computer teaching facilities dedicated to the examination, analysis and production of work in the arts and humanities using emerging computer technologies.
- They provide equipment and support for students and faculty using computer workstations to produce graphics, hypertext, video, animation and sound.
- Audio I/O at each student workstation is enabled with Plantronics DSP-500 USB headsets, with unidirectional headset mic to capture less ambient noise.
- We have various language learning software and CD-ROMs, which allow the students to do typing, dictation, vocabulary building, grammar, and play games in the target language.

- Netscape is also installed especially for intermediate and advanced learners to use as a resource of information.
- The Tandberg cassette players are an effective tool for speaking / listening practice at the lab.
- The space is primarily designed as a presentation room.
- ① Here students can listen to audiotapes or watch videos in their target language, view live news broadcasts, or work with computer-assisted language acquisition programs.
- ② Each station has access to multiple feeds and can be used either independently or in conjunction with the central console.
- The Lab's collection is designed to assist users in the acquisition and maintenance of aural comprehension, oral and written proficiency, and cultural awareness.
- This laboratory is used exclusively for teaching purposes by the Languages Section and the English Language Support Programme of the Humanities Programme.
- (§) All the old Macintoshes were replaced with new Dell Pentium III 733mhz computers.
- Each station is capable of scanning, capturing video and writing CD-ROMs.

#### 设备的使用

- ① Faculty may borrow portable cassette recorders and / or CD / radio / cassette-corders for use in the classroom.
- ② A 24-hour, advance reservation is required.
- 3 This laboratory is open to all members of Imperial College, 8am to 8pm, Monday to Friday.
- Students needing portable audio equipment for use in conjunction with an inclass oral presentation must make their needs known in advance to the faculty member in charge of the class session.
- S Language learning and cultural material presented in videocassette format may be accessed via multi-standard VCR units located at the front of the audio lab and in the facility's two viewing rooms.
- ⑥ The labs are open 8:30am to 6:00pm (to 4:00 pm on Fridays and during the summer).
- ① One lab room is used predominantly for class meetings while another is open for out-of-class exercises.
- ® CD-ROMs and audio cassettes for language courses are on reserve at our service desk, or may be purchased at campus bookstores.
- The lab can be accessed with a valid Wildcard, Monday through Friday, 8:00am until 8:00pm.

#### 设备的保管

All labs are locked and alarmed with a direct communication to B.U. Police.

2)

#### Tips for introducing academic facilities

Generally speaking, an introduction to academic facilities has 3 parts.

- ① What academic facilities are included:
- ② When and where each academic facility is available;
- ③ What the functions of each academic facility are.

#### **★** Task Realization

Translate the following Chinese statements into English.

① \_\_\_\_\_\_(所有老式苹果机(Macintosh)被换成新式戴尔奔腾 3 (Dell Pentium III) 计算机). In addition to these computers, the Department also installed a video streaming server, a database server and an ICM (Information and Communication Manager)

teaching console plus sixteen DIVACE Duo student stations. The computer stations
are custom designed for the students learning languages.
②(学生中心装有与课本配套的数字化录音磁带) in Chinese, French, German,
Japanese, Portuguese, and Spanish. CD-ROMs with a variety of exercises are available
on the media server and students can access them without checking out the CDs.
③(这些计算机中心同时向学生提供互联网服务,通过互联网可以查询课程
任务, 进行课程研究和提高语言能力). The lab is also equipped with thirty-five Sony-
5030 audio units that use standard cassette tapes and eight Panasonic AG- $500R$ video
playback units. Students enrolled in lower-division language classes are required to
spend a minimum of one hour per week in this laboratory.
④(他们可以使用设备进行自主学习,或者观看录像带作为课后作业).

2) Give a facility introduction according to the information given below. Then practice it orally several times so as to be fully prepared to give an oral presentation in class.

Lab V	TML Multimedia Lab
Location	On the first floor of the Science Center, room 107
Equipment	22 networked student multimedia PCs; audio cassette equipment; Tanberg ClassNet system; projector
Function	The teacher can monitor each student; project each individual computer screen onto the front projection screen; display images directly from the teacher's computer.
Availability	A valid Wildcard, Monday through Friday, 8:00am until 8:00pm

- 3) Translate into English the following Chinese sentences, which are all centering on the library facility description.
  - ① 图书馆的设计为使用者提供了现代和高效的设施供其学习和研究。
  - ② 图书馆有三个大型的微机实验室供师生随时使用。
  - ③ 700 多台电脑可以同时查到全球数百万个信息资源。
  - ④ 在一个学年里图书馆每周开放 91 小时。
  - ⑤ 图书馆藏书超过90万册,包括20万份政府文件和100多万份缩微胶片。