

# 實用中英百科手冊

PRACTICAL CHINESE  
ENGLISH ENCYCLOPEDIA  
HANDBOOK

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## 敬告讀者

本手冊編譯體制，與一般坊間之同類手冊，頗異其趣。敬希讀者使用之前，先撥冗仔細批閱前言、編譯凡例、並瀏覽簡明目錄、分類目錄乃至詳細目錄，以見端倪，而便查閱。

### Notice to Readers

Due to the fact that this handbook has been compiled in a way considerably different from other Chinese/English handbooks available on the market today, we strongly encourage the reader to invest some time beforehand to familiarize himself by careful reading with the contents of the Foreword ( p. viii ) and the Explanatory Notes ( p.xviii ). Taking a quick glance at the main points of the Simplified Contents, Classified Contents, and even the Detailed Contents may save him/her time by accelerating his/her speed in locating terms.

## 出版宗旨

余自經營各種企業以還，素抱「服務第一，營利次之」之宗旨，尤以從事文化出版事業，更奉此為主臬。當今知識爆炸、日新月異之工商社會，科技交換，文化交流等多以英語為媒介。故英文用途，與時俱增。環顧坊間，欲求一取材實用、分類合理、編排清晰、翻譯正確、便於查閱之中英百科手冊，尚不可得。本人有鑑於此，爰不惜鉅資費時，除延攬國內學者專家外，並禮聘若干外籍英語顧問，依據上述理想，應用科學方法，編排組合，窮究探索，歷時兩載有餘，完成此一實用中英百科手冊，以應社會之需。苟蒙廣大讀者歡迎，或進而對社會學術之發展與國際文化之交流，能盡棉薄之貢獻，則不僅得以遂償宿願，亦乃本人夢寐所祈盼者也。

萬興企業股份有限公司董事長  
狀元出版社編譯委員會主任委員

廖鏡景

廖鏡景

七十一年八月卅日 於台北市

## PUBLISHER'S INTENTIONS

From my earliest business experience, particularly in the publishing field, I have always adopted the policy of "offering service first, making money second" as my highest principle. The industrial and commercial societies of the present-day world have generated a knowledge-exploding epoch, in addition to creating an exchange of science, technology, and aspects of culture. English has accordingly become the only medium of disseminating this broad knowledge, a phenomenon which has escalated with the times. In the present market of publications, it is not easy to find a bilingual (Chinese-English) mini-encyclopedic handbook which has been compiled by utilizing a rational method of classification, emphasizing clarity in the arrangement of practical and useful materials, providing accurate and idiomatic translation of vocabulary, and which is convenient for the reader to use. For this reason, much time and money were invested; many English native speakers acting as linguistic informants, as well as Chinese scholars or experts, were hired on or served in an advisory capacity during the compilation of this volume. As much as possible, we have utilized scientific or logical methods in our research during the more than two years' time spent in the preparation and editing of our *Practical Chinese-English Encyclopedic Handbook*. It is my heartfelt hope that this reference book will not only meet our readers' basic needs, but may also contribute, though only in some small measure, to the continued development of cultural understanding and communication among societies and nations.

Taipei, Republic of China

August 30, 1982

Liao Ching-ching



President, Bentham Company, Ltd.  
Chairman, Chuang-yüan Compilation  
and Translation Committee

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PRACTICAL CHINESE ENGLISH ENCYCLOPEDIA  
HANDBOOK

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# 前言

## 四難與四弊

一般言之，編譯此類百科手冊有四大困難，此四難不除，則成四弊。

首難於「分類」：宇宙事物，多係「連續」，同中有異，異中有同；常有「中間物」，故多「重疊區」，欲分涇渭，殆不可能！選擇何種分類準則？方能使材料分類合理，便於翻查，是為最大之困難。故必須選一符合邏輯或科學之分類準則，方能使讀者便於查閱。否則，襲用舊規，依據「用途」或「場合」分類，漫無準則，勢必異同交錯，混淆不清；此其弊一也！

次難於「排列」：即使材料分類恰當，層次分明，倘同類材料排列不當，則雜亂無章，重複屢見，矛盾百出。故必須訂一明確而便利之排列方法，方能使讀者查閱便捷。不然，讀者必迷茫無頭緒，查閱必然費時；此其弊二也。

三難於「選材」：今日係知識爆炸時代，各種資料浩若淵海；如何取捨？煞費斟酌。茲為避免「捨常用而取冷僻，棄通俗而用古奧」之弊，故必須嚴守精選實用之原則。否則，使讀者發生錯覺，視為典範，則本末倒置，貽害非淺；此其弊三也。

四難於「翻譯」：字形、字音、字義，乃至字序，章法只是中英兩種語文的表面差異，而真正骨子裡的主要差異在於二者的語言想法與說法。無論中譯英抑或英譯中，其難同也。即以中譯英而論，縱使譯一章一句，甚或一字一詞，欲其通順雅馴，恰到好處，殊非易事，蓋中、英二語想法說法不同故也。故翻譯首重譯其意，傳其神，而非拘泥於逐字逐句之譯述。否則，即如時下不少譯者，常喜以「忠於原文」自詡，置語文想法說法於不顧，動輒採用「字字直譯」之法，無怪譯文生硬，令人難懂；徒具語文軀壳，而精義神韻，喪失殆盡。如此譯作，不僅貽誤



# FOREWORD

## Four difficulties or/and four weaknesses

Four major difficulties arise in the compilation of a mini-encyclopedic handbook such as this. If dealt with improperly, they may result in four weaknesses.

It is of foremost difficulty to classify the materials selected. According to modern science, all things found in the universe are more or less of a continuum, and therefore, intermediate bodies with over-lapping zones exist between different kinds of things. Differences in similar things or varieties of the same species, and similarities in different things are encountered as a matter of course. For this reason, it is hardly possible to make clear-cut distinctions between things. The most demanding process in the compilation of a handbook is to determine suitable classification criteria for classifying the materials into a clearly rational and scientific system. A system of this sort is indispensable in facilitating the user of the handbook in locating items. Those classification systems which are based upon lumping items under general categories according to such old criteria as 'uses' and 'occasions' are inherently weak in that the resulting groups of mixed-up different and similar items are so broad as to be almost unusable.

The second difficulty is encountered in determining how to clearly and conveniently put the selected materials into order under a given category. Readers would find it tedious and frustrating to hunt for a certain item through a well-classified but badly organized group of materials. So, a clear, systematic method of arrangement of materials must be adopted in order to facilitate the reader's search for terms. Such a weakness in the arrangement of materials has been compounded in other handbooks by numerous repetitions or inconsistencies within the categories which may only lead to the reader's further bafflement.

The third difficulty encountered in compiling a handbook lies in determining the selection of the materials. It is a painstaking task to select frequently used and popularly understood vocabulary. From among the vast amounts of knowledge prevalent in modern times, labeled an epoch of 'knowledge explosion', representative terms must be carefully selected. Too often, the majority of English materials selected for handbooks of this sort is obsolete, pedantic, or far-fetched. If the readers mistakenly deemed such terms to be standard in usage, obvious misunderstandings would arise. Therefore, a principle of selection by hand-picking practical materials only should be strictly followed.

The fourth difficulty lies in the task of Chinese/English or English/Chinese translation, or interpretation, of the materials. According to modern scientific linguistics, differences between one language and another [Chinese and English, in this case,] are not limited only to the obvious ones in speech sounds, word-forms, or word connotations, nor are they limited to word-order or syntax, but most importantly, these differences lie in linguistic ways of thinking and of expression. It is by no means an easy task to put Chinese, even a phrase or a single word, into correct and idiomatic English, nor is it to put English into Chinese. Good translation is effected by putting more emphasis in translating the meaning of the original and interpreting the mind of the writer. Whether intentional or not, many a translator would consider the word-by-word translation the best method to use in observing the so-called 'principle of faithfulness in translation'. Thus, only the outward meaning of the original version would be preserved, sapping the translated version of life. More harm is done if a work is thus translated than would have been done by

讀者，且易造成語文污染，「譯」實不如「不譯」；此其弊四也。

上述四難與四弊之能否解除，實為編譯此類手冊成敗之主要關鍵。

至於校對、勘誤、排版、印刷、裝訂等項，乃屬次要耳。

## 本手冊編譯之四大原則

茲為克服上述四難計，特釐訂本手冊編譯之四大原則如次：

第一，分類原則。力求合理化、科學化：即分類準則採用一般科學上分類或下定義所用之「結構」或「性能」觀念，而不用一般中外同類手冊所襲用之「用途」或「場合」觀念。

譬如德國出版〔一九三六年初版，一九五八年增訂〕之杜頓手冊〔Duden Bildwörterbuch〕，即係襲用傳統以「用途」或「場合」分類之一例，將所集材料依其用途或場合分為十五個孤立的大類、以及互不相關的三百六十八個小分類。該手冊除已有德文、英文、中文三種版本外，另有日文、法文以及西班牙文等譯本，流行坊間，廣被採用，影響甚大。

須知若依「用途」分，則一物數用，何用為當？必難肯定。數用併列，準則必繁，讀者無所適從！倘據「場合」分，則一物常出現於多種場合，何者為主？亦難斷定。若各種場合併列，讀者必莫衷一是！〔詳見編譯凡例（四）， xviii 頁〕

第二，排列原則。力求有機化、系統化：英文材料之排列自可依照字母順序；中文材料則宜依照筆劃之多寡而分先後，而不依據捉摸不定之部首排列。本手冊少數資料，亦間有依英文字母次序排列者，其目的在使其有機性更明確而已。

第三，選材原則。力求實用化、新穎化、并兼顧學術化：所收材料，無論普通名詞或專門術語，務求簡明通俗，普遍常用；而避免冷僻過時、艱澀難懂、過於專門或學術化者，惟對最新及非過於專門或稍具學術性之材料之蒐集，亦未嘗忽視。

第四，翻譯原則。力求「信、達、雅」：「譯意不譯句」是翻譯之最高哲學，亦即本手冊翻譯之最高指導原則。但求表達原意，不損不益，無論意譯直譯，均當以「達」〔即充分表

leaving that work untranslated. Texts translated in this way tend not only to be less readable and less understandable, but misleading, stylistically dead, and even causing linguistic pollution in the translated language.

Compared with the magnitude of the above-stated four difficulties and potential weaknesses in the compilation of a handbook, all other concerns in an endeavour of this kind are minor. Nevertheless, the compilers have done their best to eliminate misspelling, misprints, sloven printing and poor binding.

#### **Four major compilation principles adopted in this handbook**

In order to work toward conquering the four difficulties often encountered in compiling a handbook, we have adopted four counteracting principles. They are as follows:

(1) **Rational and scientific classification criteria used in the handbook:** Concepts of STRUCTURE or PROPERTY are emphasized rather than traditional classification criteria of USES or OCCASIONS. The concepts of 'structure' and 'property' are criteria used in science to make accurate definitions and effect clear classification, while those of 'uses' and 'occasions' have been persistently used as the standards in classifying and arranging materials of handbooks appearing hitherto.

The English Duden, adapted from the German Duden Bildwörterbuch published in 1936 and revised in 1958, classifies all materials into 15 isolated major categories with 368 unrelated sub-categories. These materials are arranged according to the criteria of 'uses' and 'occasions'. Many later handbooks have mindlessly imitated and utilized this reference as a model for their own publications. In addition to the German, English, and Chinese editions, the influence of this pattern has spread into the Japanese, French and Spanish editions.

In this system of classification, numerous conflicts are bound to arise in determining which use of the many uses is essential and, again, which occasion is important, since a thing may have various uses and it may also appear on different occasions. [For details of classification system, see the Explanatory Notes, (IV), P.xix ]

(2) **Organic and systematic arrangement of materials within the categories:** Materials in English are easily arranged in alphabetical order. Materials in Chinese, however, are arranged for convenience according to the number of strokes in a whole Chinese character rather than by the sometimes complicated and fickle radicals with which a Chinese character is artfully composed. Occasionally there are a few items in English in the handbook which are arranged in alphabetical order as is their nature.

(3) **Practical, popular and up-to-date materials selected, within the bounds of both common sense and scholastic or scientific knowledge:** Entries in all the categories are, as far as can be judged, correct, practical, and in general use. Obsolete, far-fetched, or overly technical terms have not been included because this handbook is intended primarily to serve the needs of the general public.

(4) **Translated versions should be faithful to the original text, fully conveying the original meaning in a readable or idiomatic form:** The supreme philosophy of translation, as we know, is to render the 'sense' [inner meaning or meaning between the lines] rather than the 'sentence' [outer meaning or outward form]. The concept of faithfulness of translation recognizes the necessity of preserving the inner meaning

達原意]為尚；蓋信而不達，譯同不譯！一字之釋，一詞之譯，固必求其詳確貼切，通順活潑，但亦當求其雅俗共賞為宜。〔關於翻譯方面，詳見編譯凡例XXIV～XXVII, PP. xxx～xxxii〕

總之，本手冊每項材料，均經同仁等慎重選擇，斟酌取捨，妥予分類與排列，反覆討論，並分別與外籍語文顧問再三研討，復經各外籍語文顧問相互勘核，不憚煩瑣，以期錯誤減至最少。至于紙張之精美、印刷之清晰、裝訂之牢固、翻閱之便利、以及篇幅之大小等等，均竭力求其完美，以符「服務讀者第一」之旨。

## 本手冊編輯體制之梗概

本手冊以「結構」或「性能」為材料分類之基本準則，已如上述；而本手冊之編輯體制，悉以材料分類為主幹。茲為便於讀者充分了解起見，特再進一步說明如下：

吾人已知事物之「結構」不但決定事物之「性能」，而且決定其「形態」、「功用」、「意義」及其出現之「場合」等等。相對言之，結構或性能（亦稱屬性）比較確定而少變，屬於純粹科學或理論之「體」；而用途（或稱功效）或場合，比較不固定而多變，屬於應用科學或實用之「用」。準此，「結構」與「性能」，雖屬不同層次〔前者決定後者〕，但同隸屬於「體」，二者或任一均可用作事物分類準則。故科學上分類或下定義，皆以「結構」或「性能」為準則。「結構」一詞，今尤流行；有所謂語文結構、社會結構、乃至經濟結構或政治結構等等。結構觀念之普遍，由此可見。是以本手冊特選定「結構」或「性能」為材料分類之首要準則，「層次」為次要之補充準則，而「用途」或「場合」只是偶而為了避免分類過細供作再次要之附用準則。

手冊材料之分類，雖不若自然科學之方便，可以嚴守結構或性能準則，但亦可（亦當）以結構、性能或層次為依歸。基於此，本手冊內容之分類，先從「人類生命」〔包括生理和心理兩部份〕本身開始，依據需要之緩急，或關係之密切程度，由近而遠；次及「生命必需」〔包括食、衣、住、行、育、樂、婚姻等〕；再次為「人生過程」〔包括生、老、

and connotation of words. The fundamental function of either 'free' or 'direct' translation is to accurately and fully transfer the inner meaning expressed in the original. Such a philosophy has been adopted in the translation of the materials of this handbook, regardless of whether the material to be translated is a sentence, a phrase, or even a single word. Vividness in conjunction with accuracy and detail is also important to lend readability to translated versions. [For details of 'Translation of materials', see the Explanatory Note XXIV ~ XXVII, PP. xxxi ~ xxxiii]

With a view to serving the reader more effectively in matters both large and small concerning the design of the handbook, much attention has been paid to the basic concerns which face any Chinese/English publication endeavor. Consequently, each item of the materials was checked for accuracy by at least two English-speaking linguistic informants. Much care was taken in working out the details of clarity in printing, quality of paper, and durability of the binding which allows the handbook to stay open in place.

### Outline of the classification system

This volume takes initiative in adopting 'structure' and 'property' as the primary criteria used in classifying the materials selected. We would like to familiarize the reader with the details of this system.

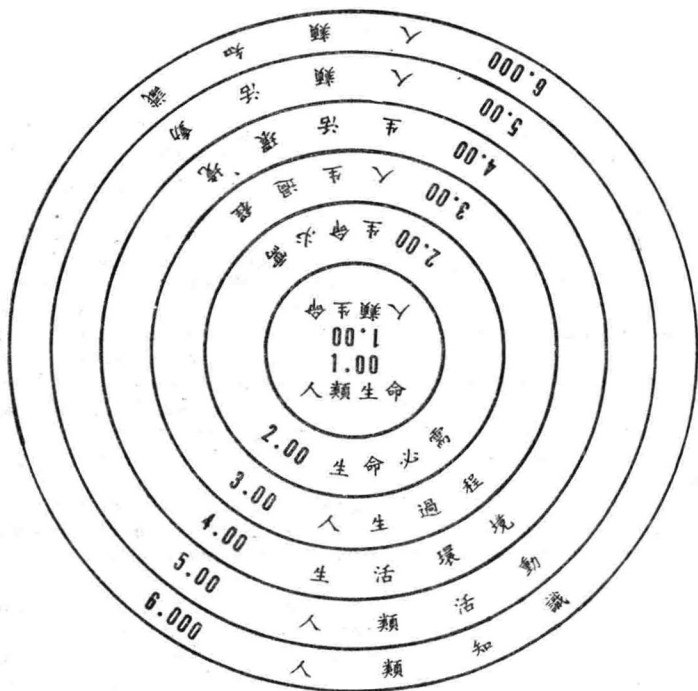
'Structure' and 'property' are, as we have mentioned above, scientific criteria for defining or classifying things in the universe. It is the 'structure' that determines not only the 'properties' of things, but also determines their 'forms', 'uses' and 'meanings' as well as the 'occasions' upon which they appear. Relatively speaking, 'structure', or 'property' (or attribute), is something definite or certain, and belongs to the category of theory or pure science, while 'uses' (or utilities) or 'occasions' are indefinite or uncertain, and belong to the category of practicality or applied science. In this sense, 'structure' and 'property', though of different strata [the former determines the latter], are of the same category of theory, and both or either of them may be used as the primary criteria in classifying things. This realization of the importance of structure is growing within our society. Terms such as linguistic structure, social structure, economic structure and political structure are constantly encountered in every sphere of human life and activity. We have therefore adopted 'structure' or 'property' as the primary criteria; 'strata' as the secondary or supplementary one; and 'uses' or 'occasions' as the less-used, [used only in the case of curtailing the myriad number of sections] tertiary criteria, with which to classify the materials in the handbook.

Although classifying the materials of a handbook by using criteria of 'structure' cannot possibly be as strict and accurate as in the classification of the materials of pure science, this concept has nevertheless been emphasized in compiling this handbook. Six major categories have been formed in the arrangement of the materials of the handbook, with MAN himself as the center, or focal point, of consideration; this emphasis then radiates outward in concentric circles from man's immediate to his less immediate concerns. The first concentric circle or category entitled HUMAN LIFE represents the hub of the above-stated scheme and is followed by LIFE NECESSITIES [comprising the standard classification of Food; Clothing; Housing; Transportation & Communication; Child-rearing & Physical Education; Recreation & Entertainment; as well as Marriage & Sex]. Our focus of attention is then enlarged with the categories of STAGES OF LIFE [subdivided into the four smaller Buddhist categories of Birth; Maturation

病、死」；再擴而充之，則為「生活環境」〔包括自然環境與社會環境〕與各種「人類活動」〔如科學研究、農工建設、商業、經建與國貿、財政與金融、保險事業、政治活動、人類所扮演的角色等〕；以及最後之「人類知識」。〔大體上依據王雲五先生中外圖書統一分類法的體制，即將人類所有知識依發展次序分爲000總類、100哲學、200宗教、300社會科學、400語文、500自然科學、600應用技術、700藝術、800文學、900史地等十大類〕。

本手冊雖分六個不同的大範疇，然在整個編輯過程中，實係循結構觀念中之「有機性」編纂而成，是乃本手冊編輯體制之最大特色。

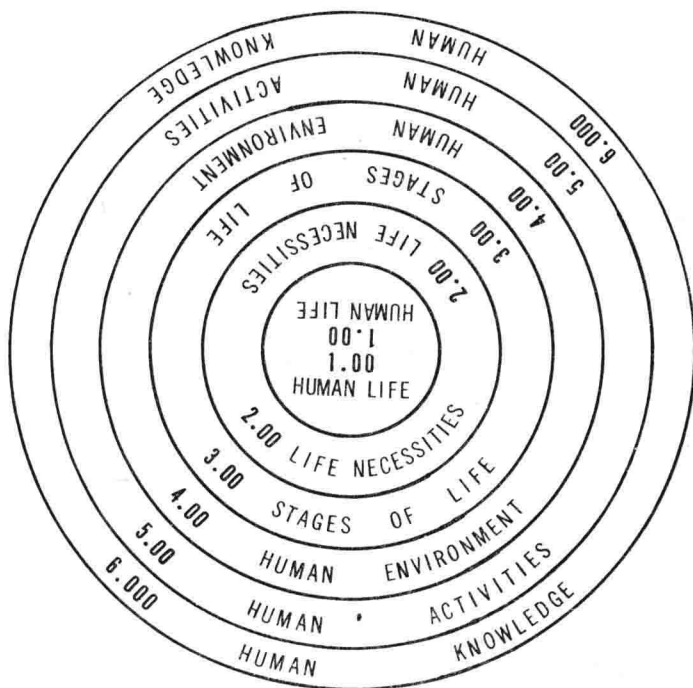
茲為加深讀者印象，特將上述之分類梗概圖示如下：



& Old Age; Disorders; and Death] and HUMAN ENVIRONMENT [subdivided into Natural and Social Environment] as well as HUMAN ACTIVITIES [including activities of Scientific Research; Agricultural & Industrial Reconstruction; Commerce; Economic Reconstruction & International Trade; Treasury & Finance; Insurance; Political Activities; Wars; and People's Roles in Society]. The last major as well as largest category is HUMAN KNOWLEDGE. This category roughly follows the library classification system pioneered by Melvil Dewey and adapted by Wang Yün-wu, which is subdivided into ten smaller categories. [These ten are: 000 General Works, 100 Philosophy, 200 Religion, 300 Social Sciences, 400 Languages, 500 Natural Sciences, 600 Applied Sciences or Technology, 700 the Arts, 800 Literature, 900 History & Geography.]

Though the six categories are separate, or separated, in form, there is actually a more or less organic relationship among them. One of the distinctive characteristics in the compilation of this handbook is firmly observing the principle of organic relationship, which is really one of the apparent attributes of structure or property.

The following diagram of concentric circles shows the relationship of the six main categories used in forming the skeletal structure of the handbook:



本手冊的六大部份：前五部份係從「實用手冊」的觀點着眼，包括通俗而常用的材料；後一部份則係從「圖書館學」着眼，多係一些比較專門或較具學術性的材料。

### 三 種 目 錄

為便於讀者查閱，本手冊除總目錄外，另編以下三種目錄：

- (一)簡明目錄 刊印於「前言」之次頁；
- (二)分類目錄 刊印於「簡明目錄」之次頁；
- (三)詳細目錄 刊印於「分類目錄」之次頁。

### 九 個 附 錄

為適應讀者不時之需，本手冊特加編以下八個附錄。即：附錄一，英文應用文；附錄二，西餐禮儀；附錄三，國語羅馬字〔附中國姓氏〕，附錄四，中、英文成語集錦；附錄五，英語會話舉隅；附錄六，旅遊觀光；附錄七，前往美國的各種簽證簡介；附錄八，留學簡介；附錄九，駐外單位及外國在台機構。

### 編 者 願 望

本手冊採用之編譯原則與編輯體制，多少擺脫了傳統舊制。跟同類手冊相比，缺點似已減少；無論「質」「量」，均有增進，明確實用，且易查閱，明智讀者，當能體察。謂本手冊為同類出版物之一項突破，亦不為過，惟距理想目標，仍甚遙遠；今後仍待繼續努力與不斷改進，以臻完善。

俗云：「校對如掃秋天落葉，總難掃淨！」本手冊雖經多番校勘，然訛誤遺漏，在所難免；故特製「賜教卡」一種，附於書末，以便賜教。尚祈海內外讀者不吝教正，俾便再版時改進。如蒙惠賜寶貴之批評或建議，則同仁等感激不盡矣。

編者



The structural or skeletal arrangement of the materials of the handbook is defined through the above six major categories. The first five have been prepared according to the requirements of a handbook of practical reference and may be taken as general categories for everyday use. The last one, however, has been prepared along the lines of a card catalogue in a library and may be considered as being more technical or scholastic; it can be regarded as a supplementary storehouse of the materials not included in the first five categories.

### Three versions of the table of contents

For the reader's convenience, three versions of the contents of the body of the handbook, besides the General Content, have been printed at appropriate places in this publication:

- (1) Simplified Contents — printed on the page following the Foreword;
- (2) Classified Contents — printed on the page following the Simplified Contents;
- (3) Detailed Contents — printed on the page following the Classified Contents.

### Nine appendices

In order to further meet the needs of readers, eight appendices have been provided at the back of the handbook. They are: App. I, Business and Social Writing; App. II, Table Etiquette; App. III, Romanized Chinese Characters with Chinese Surnames; App. IV, Idiomatic Chinese and English Expressions; App. V, Examples of Conversational English; App. VI, Traveling Information; App. VII, Some Guides to Obtain Visas for Going to the USA; App. VIII, Information for Students Studying Abroad; App. IX, The Organizations Abroad and Foreign Organizations in Taiwan.

### Compilers' wishes

As the principles adopted in this handbook are rather ambitious, we hope that you, as a discriminating reader, will agree that the weaknesses often encountered in handbooks of this sort have been considerably lessened in the present volume, resulting in a convenient publication rich both in knowledge and in usability. It is not an exaggeration to say that we expect this handbook to be a major breakthrough in publications of this field. We hope that this first departure from the run-of-the-mill handbook-form found in Taiwan will set a sterling example for continuing improvement in later efforts.

The job of eliminating errors in a new publication is like that of 'sweeping up the falling autumn leaves,' as the Chinese saying goes; that is, it is hardly possible to ever finish clearing them up. Though great efforts were spent in correcting various kinds of mistakes, a handbook of this length cannot but contain many errors of omission and commission. Attached to the last page of the handbook is a response card which may be used by our readers at home or abroad to express their opinions on the handbook. Any corrections, suggestions or constructive criticism will be greatly appreciated and heartily accepted.

*The Compilers*