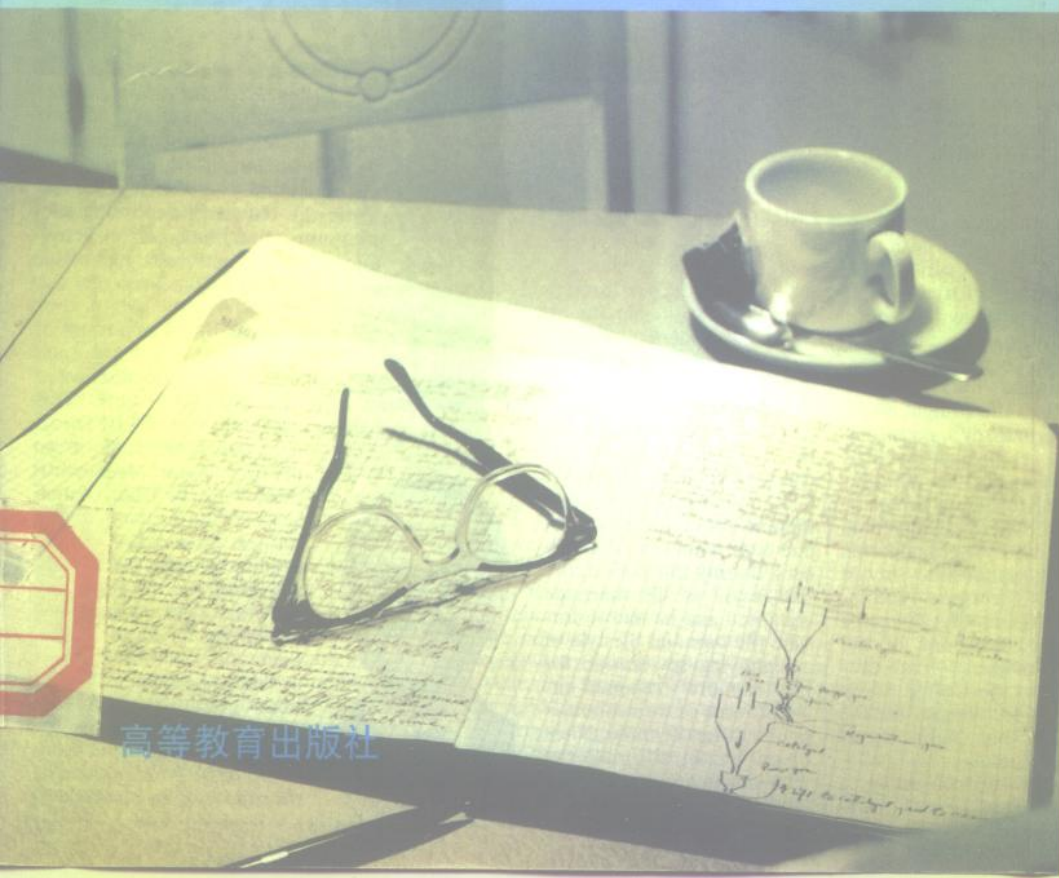


*English Academic Paper Writing*

# 英语学术论文写作

(美) Harlen Seyfer  
(中) 吴 古 华 合著



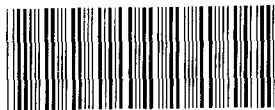
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## 内容提要

本书用汉英两种文字编写,以适应不同读者的需要。全书主要由三部分内容组成:撰写学术论文的基本步骤;学术论文的结构;尾注及参考文献目录的体例格式。本书对从酝酿选题到定稿的整个论文撰写过程作了较详尽的介绍,其中还介绍了数十门学科中常用的、有代表性的参考书刊,具有较强的实用性。正文后附有样文,使读者能够一目了然地掌握撰写学术论文的主要注意事项。本书对初涉学术论文写作的各类人员具有较高的指导意义。

本书文字浅显,通俗易懂,适用于高校各专业的本科生、研究生以及青年科研人员等。

## 序

编写一本有关学术论文写作的参考用书,这一设想早已有之。1990年教育部颁布了《高等学校英语专业高年级教学大纲》(以下简称《大纲》),《大纲》在写作方面明确提出:“……应培养学生撰写课程论文及毕业论文的能力,要求学生对阅读的材料有一定的综合分析能力,并能用自己的语言表达个人观点和意见,同时还要求学生学会正确地引用他人的观点,避免有意或无意的抄袭现象……”针对这一要求,编写一本适于这一目的的教材就十分必要。

近十几年来高等教育人才的培养过程更趋正规化、规范化;国内外学术交流频繁。学术论文是介绍、交流科研学术成果的主要媒介之一,如何撰写学术论文早已提到日程上。

鉴于《大纲》的颁布,社会的需要,编写这样一本参考手册既是高校英语专业一项教材基本建设,又是满足社会需求的有益工作。

在编写过程中,经过编写——使用——修改多次循环,编者的思路不断拓宽,本书的内容不断充实。

本书主要由三部分内容组成:撰写学术论文的基本步骤;学术论文的结构;尾注及参考文献目录的编写格式。其中特别介绍了数十门学科中常用的、有代表性的参考书刊。

本书适用于初次撰写科研、学术论文的各类人员,包括高校各专业的本科生、研究生以及青年科研人员等。

为使读者有效地使用这本参考手册,编者需就以下几点作简要说明:

一、本书用汉英两种文字编写,内容基本一致,中文文本以英文文本为基础,而非英文文本的译文。本书以两种文字编写主要为适应不同读者的需要。

二、本书介绍了学术论文写作中的一些基本“规则”，这些“规则”只是为多数人所采用。学术论文撰写中，很少有固定不变的、绝对的规则。各国、各学术刊物、各学术研讨会都可能有程度不等的某种或某些特殊要求，论文作者应根据需要作调整。

三、本书是一本供参考用的指导手册，编者以相当篇幅介绍了几十门学科主要的综合及专业用参考书刊。

四、本书编写原则之一是文字浅显、通俗易懂，希望对初次撰写科研学术论文的读者有所裨益。

五、本书是介绍如何撰写学术论文，不是一本为学习英语写作而编写的教材。除若干处涉及学生论文中表述时应采用的时态或词语外，不涉及英语写作的基本技巧。

六、本书附录编置全书最后部分，不在中、英文文本后重复编印。

作为一本参考手册，不可能涉及有关问题的各个方面。本书中不足或错误之处，谨请读者不吝指教，以便修订更正。

本书在编写过程中曾得到李艳女士、Bonnie Seyfer 女士、叶慧及勾焕秋女士的热情帮助，在此谨向她们表示诚挚的谢意。

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# Introduction

Academic writing is the type of writing done when writing an academic paper or an academic book. This book focuses, however, on how to write academic papers. An academic paper is a published report describing some original research a researcher has done or has in progress. It may also be a formal, of certain length, and well-documented paper, which explores, discusses, or analyses a certain factual or theoretical question. As is said, an academic paper is a published paper. Published can mean anything from appearance in a journal with international circulation of hundreds of thousands of copies each issue to a graduation paper in which only a few copies are printed and presented to a review committee. In the latter case, it is not, strictly speaking, a published paper. Nevertheless, we can extend this definition to include a paper written to fulfill the requirements of a course.

This kind of paper, intended for an audience of one — the instructor, should be considered a dress rehearsal for the publication of an actual paper.

An academic paper is one of the kinds of non-fiction writing. Non-fiction can be split into two sub-categories: *popular* and *professional* writing. Popular writing is often read for entertainment, whereas professional writing is read for a specific work-related purpose. The difference between the two is not always clear cut.

Professional writing can be divided into two sub-categories: technical and academic writing. Technical writing is always pragmatic (application oriented) while academic writing may or may not be.

## 2 Introduction

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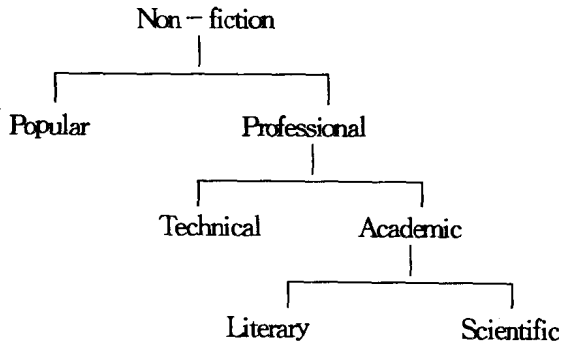
Examples of technical writing are user manuals and instructions, status reports, sales literature for technical products, technical memos, in short nearly anything of a technical nature excluding academic papers. Another view of technical writing is that it deals with an established and accepted body of information. It is not breaking new ground (i. e., in general it does not contain new theoretical information), but consolidating and explaining established non-theoretical information for the use of readers without extensive training or learning. Textbooks also are of this type.

As stated above, academic writing describes the original research a researcher has completed or is currently working on. It presents previously unknown information for the first time. It is detailed enough to allow the reader to assess the author's results and, if necessary, repeat his research. When we assess results we determine if the results are accurate and new.

You will notice that academic writing is split into two sub-categories. Literary writing deals with literary analysis, while scientific writing, also known as engineering writing or research writing, deals with science and technology. As a general rule, an academic paper contains five descriptive parts: background (or introduction), method, materials, results, and discussion. Literary writing and scientific writing differ in the extent to which each uses these parts (which will be defined and explored more fully later). Literary writing has far greater freedom in the extent to which the five sections are used. It does not, for example, have the requirement that an experiment must be repeatable.

Note should also be made of the differences between a thesis paper and a paper for publication.

The following figure is a summary which helps to clarify how an academic paper relates to other kinds of non-fiction writing.



Relationships Between Kinds of Non-Fiction Writing



# Chapter One

## Overview of the Steps in Preparing a Research Paper

Like any good job of workmanship, the secret of a good academic paper lies in the preparation done before actually writing the paper. The creation of an academic paper can be divided into eight stages as shown below:

- |→(1) Select Topic  
|   |
- |↔(2) Explore Data  
|   |
- |↔(3) Gather Data  
|   |
- |←(4) Formulate Thesis  
|   |
- |←(5) Organize Data & Ideas  
|   |
- |→(6) Write Paper  
|   |