

通·识·教·育·丛·书

Academic Communications
in English
—Writing and Presentation

学术英语交流

——写作与演讲

For Students of Scientific,
Engineering and Social Studies
适用于文理工科学生

主 编◎张 荔
副主编◎盛 越



上海交通大学出版社
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内容提要

本教材为上海交通大学通识核心课程《学术英语写作与演讲》的配套教材。内容体现学术活动的整个过程,包括如何选题、如何检索资源、如何确立论文大纲、如何撰写主题句、摘要、引言、文献综述、研究方法、研究结果、讨论、结论以及如何列出参考文献、避免学术抄袭等。同时,本书还包括如何修改论文、如何将论文转化为演讲内容、如何有效演讲等内容。该书适合文、理、工科本科生和研究生,尤其适用于希望出国深造、发表科研论文和撰写毕业论文的学生。

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前 言

随着世界经济一体化、科学技术全球化和技术人才国际化,学者间的国际交流活动日趋频繁,英语学术交流能力变得越来越重要,因此在大学期间培养学生在学术英语写作和会议发言方面的能力十分必要。在这样的大背景下,也在美国明尼苏达大学“学术英语写作”和加州大学欧文分校“工程学术英语”这两门课程的启发下,笔者基于多年的教学和科研实践,在上海交通大学开设了通识核心课程“学术英语写作与演讲”,并编写了《学术英语交流—写作与演讲》这本教材。此外,笔者主持国家级、省部级及校级科研项目十多项,发表学术论文数十篇,多次参加境内外国际学术会议,这些教学与科研活动为该书的完成奠定了良好的基础。

本书的主要特点是:按照学术交流活动的步骤编撰各章节,动态体现了学术写作的实际过程;使用刊登在 Science, Nature, Language Learning and Technology, System 等 SCI,SSCI 国际刊物以及清华大学学报、上海交通大学学报等国内一流刊物上的文献为样本范例,诠释学术论文各部分的内容和要素;通过实例和相关任务阐明教学要点,使学生在实际操作中逐步熟悉、了解和掌握学术活动的方法和过程;理论联系实际,融入笔者申请国家社科项目、发表国际学术期刊论文和指导研究生论文的实践经历,引用部分例子,详述学术论文的写作过程;将学生的作业作为论文修改实例,对其学术写作中存在的问题加以说明,使内容更加贴近学生;配有相应的课程网站(<http://cc.sjtu.edu.cn/G2S/site/preview#/home/v?currentoc=8194>),便于使用者下载教学 PPT 和视频材料。

全书共分为十五个单元,一、研究选题;二、资源检索;三、主题标题;四、结构大纲;五、论文摘要;六、论文引言;七、文献综述;八、研究方法;九、研究结果;十、分析讨论;十一、研究结论;十二、文献引用;十三、互评修改;十四、演讲内容;十五、演讲技巧。本书以研究过程为主线,以学术论文的结构和内容要点为要点逐单元展开,最后介绍了基于研究内容的会议发言策略和技巧,充分体现了学术交流的要素。

本书适用于有学术研究兴趣、希望在国内外高校和研究机构进一步深造以及有学术交流需求的理、工、文科在读本科生和研究生,也可作为高校教师学术英语写作和演讲教学的参考教材。

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Unit 1 Topic

A good beginning is half good ending. Choosing a proper topic is the first and most important step in research paper writing. A good topic is not only worth researching but also makes you interested and absorbed in your research and writing.

1.1 What topic to choose

You'd better choose a topic you are interested in, about which you have some knowledge but want to know more by doing some research. You have to avoid topics that are too broad or too narrow, topics that are based on a single source and topics that everybody knows. For academic writing, you can possibly choose a topic related to your own discipline of study or a cross-disciplinary study.

1.2 How to choose a topic

When you choose a topic, you can do brainstorming to generate ideas on possible topics, using mind-map or clusters (See Fig. 1), or with the help of computer software. For example, MindGenius Mind Mapping is an online brainstorming and planning tool that can be downloaded and used free for 30 days. Besides, you can track down a list of books in the library and read the table of contents or the bibliography for ideas. If you are still at a loss as to what topic to choose, browse the Internet for information. But it takes time to decide on a topic by searching the Internet. The first idea that pops into your head may not be the one you would like to spend several months reading and writing about. Keep looking for a topic that excites you so that you will be rewarded by the excitement of research on this topic.

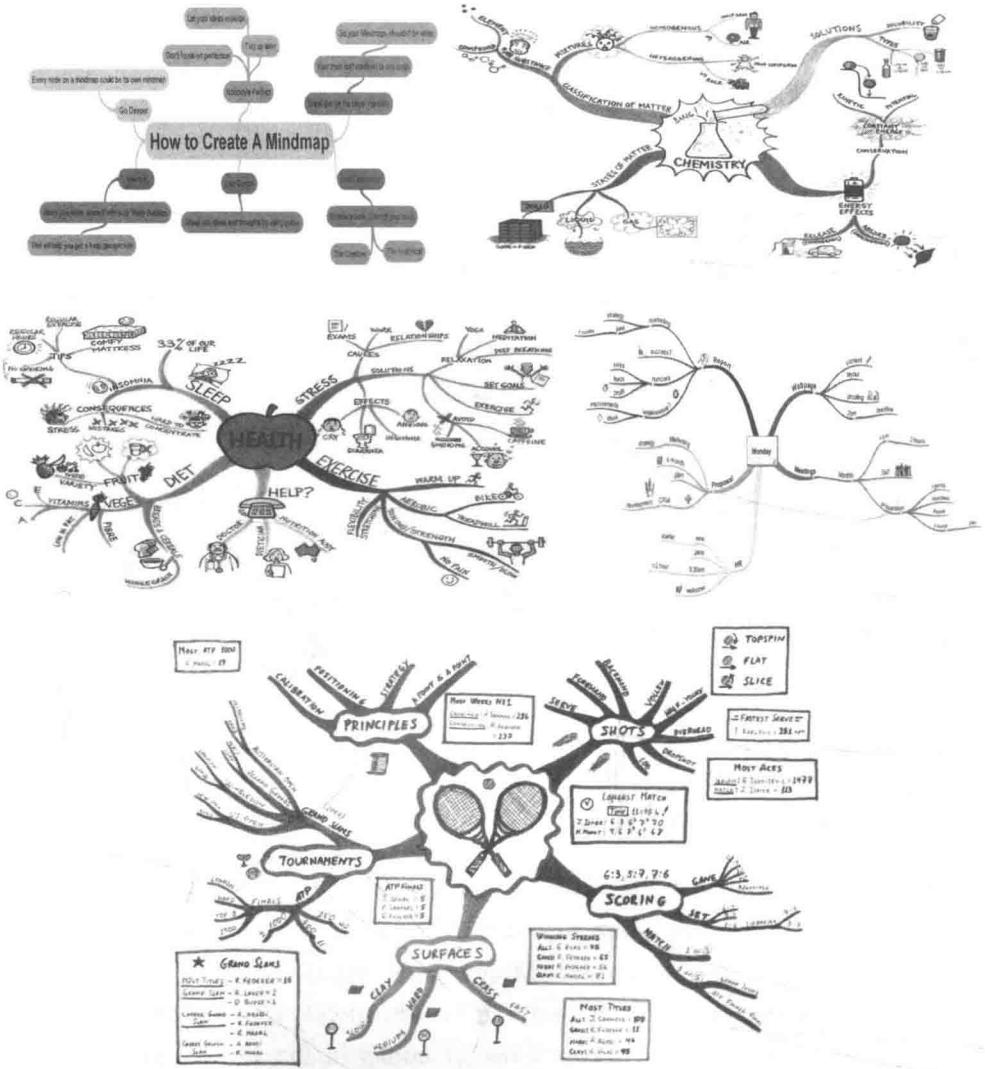


Fig. 1 Images of mind-maps (source: <https://www.google.com.hk/search?q=mind+map>)

1.3 How to elaborate a topic

A topic that is too broad in scope may not be able to be dealt with in depth within the length of your research paper. You have to elaborate the topic to make it more specific and manageable. The following is an example of how to narrow down a topic.

Example 1

A general topic: Writing

A more specific topic: Evaluation of writing

An elaborated topic: Automated writing evaluation

“Writing” is too broad a topic to be addressed and is not a good topic to write on. There are many aspects involved in writing, such as writing instruction, writing methods, process of writing, evaluation of writing, etc. A more specific topic can be “**evaluation of writing**”, which still covers a lot of subordinate topics such as summative evaluation, formative evaluation, teacher evaluation, peer evaluation, self-evaluation or automated evaluation. Each of these topics involves aspects that are worth exploring at length. Thus, the topic can be elaborated further to “**automated writing evaluation (AWE)**”, with such aspects as the development of AWE, the reliability and validity of AWE, and the effect of AWE in writing.

Example 2

A general topic: Computer

A more specific topic: Computer games

A more specific topic: Computer games and their influence on behavior

An elaborated topic: Computer games and aggressive behavior

In this example, “**computer**” is too general a topic to be dealt with because it can hardly be covered completely in a research paper. Therefore, it can be narrowed down to a more elaborated topic of “**computer games**”, or more specifically, “**how computer games influence human behavior**”, which in turn can focus on one aspect of human behavior “**computer games and the aggressive behavior**”. Such a topic can be addressed with the following questions:

- What is aggressive behavior?
- How do computer games relate to aggressive behavior?
- What can we do to prevent the negative effect caused by computer games?

1.4 Tasks

Task 1

Narrow down the general topics in the first column of the table. The first two have been done as examples.

General topic	First elaboration	Second elaboration	Third elaboration
China	Chinese history	History of Qing Dynasty	Emperor Qian Long and his times
Workers in China	Migrant workers in China	The rights of migrant workers in China	Laws to protect the rights of migrant workers in China
Financial products			
Economic reform			
Electronic business			
Computers and the Internet			
Biomedical engineering			
Mechanical engineering			
Mobile phones			
Second language learning			

Task 2

Use mind-map or clusters to explore some interesting topics. You can do this together in groups of three.

Task 3

Use books, library data-base or the Internet to find 3 possible topics for research. Then narrow down the topics and decide on the topic you are going to write about. If you intend to write collaboratively, you can do this in a group of three students, with each working on one topic and then discuss and decide on the final topic your group is going to work on.

Unit 2 Sources

After deciding on the topic for your research paper, the first thing you have to do is to read a large number of books and articles so that you can be equipped with some knowledge of the topic, on the basis of which you can generate your own ideas. No research can be done without reading other researchers' works because you need the knowledge basis on which you build your own knowledge and avoid the repetition of work.

But how to get source materials for reading? What materials are worth reading? How to read so many materials at a time? In this chapter, we are going to talk about how to make use of the library to search for source materials, evaluate what materials are appropriate and read these materials efficiently.

2.1 Using library database

Many university libraries offer students free and ready access to databases, among which the most popular databases are EBSCO, DOAJ (Directory of Open Access Journals), Cambridge Journals Online, Oxford Journals Online, Elsevier ScienceDirect, Wiley Online Library, etc. (See Figs. 2-7). They cover a comprehensive range of disciplines and provide both abstracts and full texts.

The screenshot displays the EBSCO Academic Search Premier search results page. At the top, there is a navigation bar with options like 'New Search', 'Publications', 'Subject terms', 'Cited References', and 'More'. Below this, the search criteria are shown: 'academic achievement' and 'college students' are entered in separate search boxes, with 'AND' operators between them. The search results section shows 'Search Results: 1 - 10 of 1,990'. The first result is titled '1 PREDICTING COLLEGE STUDENT ACHIEVEMENT IN SCIENCE COURSES'. Below the title, the author 'By Ilgan, Abdurrahman' and the journal 'Journal of Baltic Science Education, 2013, Vol. 12 Issue 3, p322-336, 15p, 4 Charts' are listed. The subjects include 'COLLEGE students - Research', 'HIGHER education', 'ACADEMIC achievement - Testing', 'RESEARCH, UNIVERSITIES & colleges - Administration', 'QUANTITATIVE research', and 'MULTIPLE regression analysis'. There are also options to 'Show all 4 images' and 'PDF Full Text (1MB)'. On the left side, there is a 'Refine Results' section with 'Current Search' and 'Boolean/Phrase' options. The 'Limit To' section includes checkboxes for 'Full Text', 'References Available', and 'Scholarly (Peer Reviewed) Journals'.

Fig. 2 The search page of EBSCO database



Fig. 3 The search page of DOAJ database



Fig. 4 The search page of Cambridge Journals database



Fig. 5 The search page of Oxford Journals database



Fig. 6 The search page of ScienceDirect database



Fig. 7 The search page of Wiley Online Library databases

Example

Let's take EBSCO as an example to illustrate how to use databases to search for information related to your topic.

1. Go to the online database list of the library (Fig. 8).

(<http://www.lib.sjtu.edu.cn/index.php?m=content&c=index&a=lists&catid=223&type=%E6%9C%9F%E5%88%8A>)

数据库列表	所有字母	学科主题	资源内容类型	收录文献类型	数据库语种
自建数据库	数据库名称	学科主题	资源内容类型	收录文献类型	数据库链接
试用数据库	ACM(美国计算机学会) Digital Library	工学	全文/文摘	期刊/会议文献	□□
学术期刊	ACSESS Digital Library (试用)	农学		图书/期刊	□□
馆外目录	ACS (American Chemical Society, 美国化学学会) 电子期刊 (该数据库禁止通过学校代理服务进行访问) (与国家科技图书文献中心联合购买)	理学/工学/农学	全文	期刊	□□
国际互借	AGU美国地球物理学会数据库	理学/工学	全文	期刊	□□
读者荐购	AIAA (美国航空航天学会) 全文电子期刊及会议论文数据库	工学	全文	期刊/会议文献	□□
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Fig. 8 Online database list (part)

2. On the main database page, all databases are listed in alphabetical order. Scroll down and select the database you wish to use (Fig. 9).

DOE (Department of Energy, 美国能源部) 科技报告	理学/工学/医学	全文	报告	□□
Ebrary电子图书 (ProQuest Ebook Central)	经济学/法学/教育学/文学/历史学/理学/工学/医学/管理学/艺术学	全文	图书	□□
EBSCO Art & Architecture Complete	工学/艺术学	全文	期刊/图书	□□
EBSCO Academic Source Complete / Business Source Complete / Communication & Mass Media Complete	哲学/法学/教育学/文学/历史学/理学/工学/农学/管理学/艺术学	文摘/全文	期刊/报纸	□□
EBSCO平台15个专题全文数据库	艺术学/法学/教育学/工学/管理学/文学	全文	期刊	□□
Ei Village 2 (Ei Compendex Web) 文摘库	理学/工学/农学/医学	题录/文摘	期刊/会议文献	□□

Fig. 9 Selection of EBSCO in the online database list

3. Click on “link to database” (数据库连接) and then on “One-stop search for all EBSCO host Databases” (Figs. 10-11).

The screenshot shows the library's homepage with a navigation bar at the top containing '资源' (Resources), '服务' (Services), '互动' (Interaction), '图书馆' (Library), '馆员' (Staff), '概况' (Overview), and '天地' (World). A search bar is located below the navigation bar. The main content area features a large '资源' (Resources) heading and a sidebar on the left with categories like '数据库列表' (Database List), '自建数据库' (Self-built Database), etc. The main text area displays the EBSCO Academic Source Complete / Business Source Complete / Communication & Mass Media Complete database, including its history (1887), publisher (EBSCO Publishing), and a list of covered journals and subjects.

Fig. 10 Link to EBSCO database

The screenshot shows a 'Select New Service' section on the library website. It features a list of services with corresponding icons. The EBSCO logo is prominent at the top left. The services listed include:

- 旗舰型全学科学术全文数据库ASC (ASP升级版本)
- 旗舰型财经类学术全文数据库BSC (BSP升级版本)
- 传媒传播学全文学术资源
- 艺术与建筑全文数据库
- [One-stop search for all EBSCOhost Databases](#)
- EBSCO 循证护理学数据库-Nursing Reference Center
- Scientific & Medical ART Imagebase

Fig. 11 Link to one-stop search for all EBSCO database

4. Choose “Academic search complete” (Fig. 12).



Choose Databases | Select another EBSCO service

To search within a single database, click the database name listed below. To select more than one database to search, check the boxes next to the databases and click *Continue*.

Continue

Select / deselect all

Academic Search Complete

Academic Search Complete is the world's most valuable and comprehensive scholarly, multi-disciplinary full-text database, with more than 7,300 peer-reviewed journals. In addition to full text, this database offers indexing and abstracts for more than 12,400 publications including monographs, reports, conference proceedings, etc. The database features PDF content going back as native (searchable) PDF format. Searchable cited references are provided for more than 1,400 journals.

Title List More Information

Business Source Complete

Business Source Complete is the world's definitive scholarly business database, providing the leading collection of bibliographic comprehensive coverage offered by this database, indexing and abstracts for the most important scholarly business journals. Searchable cited references are provided for more than 1,300 journals.

Title List More Information Enhanced Business Searching Interface

Communication & Mass Media Complete

Fig. 12 Academic search complete

5. The main search page is shown in Fig. 13. There are a number of search functions and limiting options on this page for users to determine how to use these options when searching for information.
- 1) At the top of the page are three search boxes which allow multiple, simultaneous key word searches.
 - 2) Beside them are respective search limits to specify the searches in specific fields such as author, title, key word, abstract, etc.
 - 3) In the search options below, searches can be limited to articles that the database maintains as full text articles, to scholarly or peer-reviewed articles, or to a particular type of resource such as article, abstract or bibliography.
 - 4) Searches can also be limited to documents published within a certain date range, to particular publication type such as books, journals or newspaper, or to a particular language.