

PRACTICAL ENGLISH FOR INTERNATIONAL
ACADEMIC COMMUNICATION



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国际 学术交流 实用英语教程

从丛 编著
南京大学出版社

GF82/34

国际学术交流实用英语教程
Practical English for International
Academic Communication

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国际学术交流实用英语教程

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南京大学出版社出版

(南京大学校内 邮政编码：210093)

江苏省新华书店发行 常熟高专印刷厂印刷

开本 850×1168 1/32 印张 9.375 字数 215 千

1997 年 12 月第 1 版 1997 年 12 月第 1 次印刷

印数 1—6000

ISBN 7-305-03133-X/H · 206

定价：11.00 元

(南大版图书若有印、装错误可向承印厂退换)

前 言

《国际学术交流实用英语教程》是为适应非英语专业博士研究生英语教学改革及国内学界开展国际学术交流的需要而编写的。全书围绕学术交流中的几个关键环节——学术论文写作、学术通信和国际学术会议而展开，旨在使非英语专业博士生及其他研究人员将已学到的英语知识迅速转化为运用英语开展国际学术交流的技能。本书既可用作博士生英语课程的教材或参考书，亦可供具有一定英语基础并希望成功地进行国际学术交流的多层面读者阅读和使用。

作者承担南京大学非英语专业博士研究生公共英语教学任务后，对目前国内博士生英语教学现状进行了多方考察和研究，阅读了许多有关资料，感到经过十几年的探索，国内同行已达成了如下基本共识：博士生层次的英语教学应当摆脱一味强调打基础的应试型教学模式，转变为应用型或实用型的教学模式。然而，在实现这种转变的具体方式与方法上，尚有许多仁智之见，使得国内博士生英语教学模式的改革仍处于多方试验阶段。笔者受清华大

学胡庚申教授倡导的“对外交流与外语应用”(即“双外”)交叉综合研究的启发,经过对博士生实际需求的调查了解,逐步认识到:应当把国际学术交流实用文体的教学,作为博士生英语教学的重要组成部分。博士生是我国高级专门人才的预备队,其中不乏在各自专业领域已取得重要成就的青年学者,随着对外开放的不断发展,他们开展国际学术交流的需要越来越迫切,博士生导师对他们从事国际学术交流能力的要求也越来越高,博士生英语教学理应顺应、服务于这种需求。实际上,在1992年开始试行并于1994年由国家教委正式颁布的《非英语专业硕士、博士学位研究生英语教学大纲》所规定的“教学目的”中,使博士生“能够以英语为工具,熟练地进行本专业的研究并能进行本专业的学术交流”,正是博士生英语教学宗旨与硕士生英语教学宗旨的主要差别所在。而事实证明,单靠专业外语的教学是难以达此目标的。只有在公共英语教学中重视国际学术交流所需要的最重要、最普遍的实用文体的教学与训练,使学生熟练掌握其基本知识与技能,才能使他们敢于并善于从事本专业的国际学术交流活动。据此,笔者提出把国际学术交流实用文体的教学作为南京大学博士生英语教学改革新的突破口。这个想法得到了研究生院和我所在的外语学院有关领导的肯定和支持,也受到了广大博士生的普遍欢迎。由于国内尚无可供博士生教学使用的国际学术交流英语专门教材,笔者着手撰写了这本教程。

根据《教学大纲》的规定,博士生英语教学的课时只有140左右。鉴于我国博士生入学英语水平差异较大的实际情况,英语基础教学仍需占一定比重,故编写一本面面俱到的国际学术交流实用文体教材是不适用的,也是不必要的。本

书抓住学术交流中几个最重要、最关键的环节而展开讲述。博士研究生一般都已掌握撰写专业科研论文的知识与技能，本教程则主要从“交流”视角讲述英文学术论文的写作问题，旨在使博士生掌握国外英文学术期刊和国际学术会议对学术论文的规范性要求。对于各类学术通信、与国际学术会议及学术访问有关的其他实用文体，亦针对国内学者在学术交流中的实际语言需要和容易出现的问题而编写，并编制了许多有针对性的习题。此外，在编写过程中坚持了精心选材、合理配置、文理兼顾、语言规范的原则，使博士生在学习实用文体的过程中，同时巩固和提高使用英语的各项基本技能。

本教程基本内容已在南京大学四届博士生(500余人)公共英语课试用。在其正式出版之际，我首先要感谢听过我的课各位博士生。国际学术交流实用文体的教学增大了他们英语学习的负担和压力，但他们学习热情很高，普遍反映通过学习与训练，在学术交流中使用英语的能力得到了提高，收获很大，值得投入。这使我深受鼓舞。他们在学习过程中对本教材的编写、改进和完善也提出了许多宝贵的意见和建议。南京大学校长助理张异宾教授，外国语学院刘海平教授和王守仁教授，研究生院领导特别是童星院长、张小明处长，对本书的编写和出版给予了许多指导、支持和帮助。美国科罗拉多大学的 Stuart Sargent 教授、肯德基州 Bluegrass Regional Mental Health Inc. 的 Jeanette Coufal 博士、南京大学英语系美籍教师 Dorothy Silver 教授审阅了本书部分书稿或提供了有关资料。本书的出版还获得了中国建设银行湖北分行尊师重教联合会在北大、清华、南大等7所高校设立的“优秀研究生教材出版奖励金”资助。在编写本书的过程中参阅了国内外大量有关文献，除书后所列“主要参考文献”之外，

未能全部列出。谨在此一并表示深切的谢意！

尽管本书的编写力求准确、清晰、系统、实用，但限于作者水平和编写时间，书中定有许多需进一步改进和完善之处，祈请各位同行和广大读者不吝指正。

从 丛

1997年10月26日

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PART ONE

PAPERS FOR ENGLISH

JOURNALS AND ACADEMIC

CONFERENCES



Unit 1 Introduction to Research Papers

A research paper is a form of written academic communication which can be employed to disseminate useful information and to share academic ideas with others. Most of the research papers are written for publication in journals or conference proceedings in one's field. Publication is one of the fastest ways for propagating ideas and for professional recognition and advancement. If you have a clear idea about the features and styles of academic articles, it will be easier for you to successfully get your paper published in the target journal or accepted by an international conference.

Features of Academic Papers The first of the features of an academic paper is the content. It is no more and no less than an objective and accurate account of a piece of research you did, either in the humanities, social sciences, natural sciences or applied sciences. It should not be designed to teach

or to provide general background.

The second feature is the style of writing for this purpose. Your paper should contain three ingredients: precise logical structure, clear and concise language, and the specific style demanded by the journal to which it will be submitted. From the instructions on manuscripts in the "Appendixes A to E" you may get a brief idea of different styles required by different journals.

The third, which is indeed a part of the second, is the system of documenting the sources used in writing the article. At every step in the process of writing, you must take into account the ideas, facts, and opinions you have gained from sources you have consulted. In this book, Unit 6 of Part I shows how to document sources.

One of the most convenient features of academic articles is that they are divided into clearly delineated sections. This is helpful because you only have to concentrate on one section at a time. You can thus visualize more or less completely the whole paper while you are working on any part of it. Though papers of the humanities and social sciences do not always have the clearly divided sections, they share some of the common requirements with the scientific papers.

Divisions of Academic Papers For the average scientific paper the following suggested outline of the divisions of a paper is normally acceptable to, and demanded by, the editors of journals or compilers of conference proceedings:

1. Title of the Paper

(Subtitle if necessary)

2. Bylines

(1) Name(s) of author(s)

(2) Affiliation(s) of author(s): present and/or permanent address

3. Abstract

(1) The purpose and scope of the paper

(2) The method of study or experiment

(3) A very brief summary of the results, conclusions, and/or recommendations

4. Introduction

(1) A statement of the exact nature of the problem

(2) The background of previous work on this problem done either by the author or others of different approaches

(3) The purpose of this paper

(4) The method by which the problem will be attacked

(5) The primary findings, conclusions and significance of this work

(6) A statement of the organization of the material in the paper

5. Body of the Paper

The organization of this main part of the paper is left to the discretion of the author. The information should be presented in some logical sequence,

the major points emphasized with suitable illustrations, and the less important ideas subordinated in some appropriate way. This portion of the paper should be styled for the specialist and should not be designed to teach or to provide background for the general reader.

6. Conclusion

- (1) Summary and evaluation of the results
- (2) Significance and advantages over previous work
- (3) Gaps and limitations in the work
- (4) Directions for future work and applications

7. Acknowledgments

8. References

Note that all scientific papers are not required to have each of the sections in the above mentioned outline. To guarantee speedy publication, it is very important that you consult the instructions to authors or look through a recent issue of the target journal to make sure of the style required by the specific journal and to comply carefully with the style requirements.

NOTES

1. conference proceedings: 会议论文集
2. target/object journal: (投稿的)目标杂志
3. Instructions on Manuscripts: 投稿须知

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