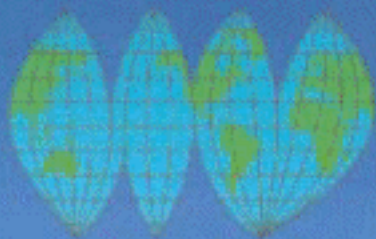


ENGLISH
FOR THE



国际会议英语

ENGLISH FOR THE
INTERNATIONAL CONFERENCE

刘汉龙 尤震 编

Liu Hanlong You Zhen



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前 言

随着我国改革开放的发展,世界贸易组织(WTO)的加入,APEC会议在中国的召开以及国际奥林匹克大会 2008 年在中国召开,国际交流日益广泛,高等学校及其他各行各业的人们有越来越多的机会参加国际会议,尤其是在高校,举办和参加国际性学术会议成了我们走向世界、学习先进科学技术和提高学校学术地位的重要途径。

我们都有这样的深切感受,大学生考托福成绩越来越好,参加四级和六级英语考试水平也不在话下,但一遇到外宾则不知如何开口。不少专业教师,尽管对外语语法非常精通,但疏于练习和限于机会,外语口语非常生疏,因此参加国际会议则大多成了哑巴,尽管心里有话,却不知怎么讲起。这一困难制约着广泛的国际性交流。

事实上,在主办和参加国际会议过程中,有许多成熟的英语套型。作为国际会议的主持人,你如何主持会议?作为国际会议的出席者,你如何参加讨论?作为国际会议的演讲者,你如何发挥自如?作为国际

会议的组织者,你如何办好会议?本书收集了国内外与国际会议相关的内容材料,对主办和参加国际会议过程中所常用的语言,如国际会议迎接招呼常用语、国际会议主持人常用语、国际会议参加者常用语、国际会议演讲者常用语、国际会议组委会常用语等用英汉对照的方式进行了系统的归纳和排列。

扬州教育集团闵洁同志参与了本书部分编译工作,岩土工程研究生丰土根和罗伟锦为本书的出版做了大量工作,在此谨表示衷心的感谢。

限于编著者的水平和经验,书中谬误之处难免,敬请读者指正。

刘汉龙 尤震

2002年7月



Foreword



Along with the reform and opening – up of the country, China's accession to WTO, APEC conference convened in China, and the Olympic Games to be held in China in 2008, international communications are enlarged day after day. People in the institutes of higher learning and all other fields of life have more and more opportunities to go to international conferences. In universities in particular, organizing and attending an international academic conference becomes an important approach for us to walk forward to the outer world, learn from advanced science and technology, and raise the academic position of the university.

We all have such an impression that while university students are making better and better scores in TOEFL and other English proficiency tests such as CET-4 and CET-6, they can hardly start to talk with a native speaker of English. Many of the professional teachers, in spite of a good command of the grammar of a foreign language, are not familiar with oral language because of less practice or fewer opportunities in speaking. Therefore, when they take part in an international conference, they have to keep silent. They do not know how to speak the foreign language although they have lots of ideas in the mind.

In fact, there are many fixed idiomatic English patterns in organizing and participating an international conference.

As a host of an international conference, how do you preside over

the meeting? As a participant in an international conference, how do you join in the seminar? As a speaker at an international conference, how do you feel at home? As an organizer of an international conference, how do you hold the meeting? This book collects categorically and lists bilingually all the materials related to the conferences at home and broad and common expressions employed in organizing and taking part in the international conference, such as those for a welcome, for a host, for a participant, for a speaker, and for an organizer.

Heartfelt thanks are given to Ms Min Jie of Yangzhou Educational Group for compiling part of the manuscripts of the book, and to Doctorate candidates of geotechnical engineering Feng Tugeng and Luo Weij in for a great deal of work for the publication of the book.

Readers are sincerely requested to comment on any mistakes of the book due to the lack of knowledge and experience on the part of the authors.

Liu Hanlong

You Zhen

JULY, 2002

背景说明

中国学者刘岩是南京河海大学岩土工程研究所教授,即将前往荷兰阿姆斯特丹德尔福特科技大学参加‘第二届国际防洪与筑坝研讨会’。他将在大会上用英语宣读自己的学术论文《黄河大坝的数值模型及优化设计》,然后应邀主持一场主题为‘欧洲水利工程教育展望’的讨论会。刘教授的荷兰同行是本次会议的荷方主席比尔·奥尼尔博士,德尔福特科技大学教授,土木与环境学院院长,其他的荷兰朋友还有本次会议的顾问,岩土工程系系主任迈克尔·克劳福特教授;本次会议的荷方协调人劳拉·塞居拉夫人,以及会议秘书玛尔塔·加西亚小姐。

本书的主要内容即以此背景为线索,请读者参照把握。

Background Notes

Chinese scholar LIU Yan is a professor of Geotechnical Institute of Hohai University, Nanjing. He is going to attend the 2nd International Symposium on Flood Control and Dike Construction in Delft University of Technology, Amsterdam, the Netherlands. He will read in English his academic research paper entitled *Numeric models and optimum design of dikes along the Yellow River* and, on invitation, preside over a session of seminar with regard to the Outlook for Water Resources Engineering Education in Europe. Dr. Bill O'Neill, Prof. Liu's Dutch associate, is a professor of Delft University of Technology, dean of Faculty of Civil and Environmental Engineering, and Dutch chairperson of the symposium. Prof. Liu has a few other Dutch friends, such as Prof. Michael Crawford, chair of the Department of Geotechnical Engineering and supervisor of this symposium; Mrs. Laura Segura, Dutch coordinator of the symposium and Ms Marta Garcia, secretary of the symposium.

This book is generally outlined in the above background, trying to provide references for the reader.

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序篇 会议交际用语



Introduction Expressions for
communications at a conference

