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国际学术会议英语

曾 蕾 林泽铨 傅晓玲 编著



重庆大学出版社

ACKNOWLEDGMENTS

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内 容 提 要

本教材通过大量的实例,围绕国际学术会议的组织与主持、学术论文及演讲稿的写作、论文演讲的开场、展开与结束、即席提问与答辩等方面,为我国硕士、博士研究生参加国际学术会议进行系统的指导与训练。它一方面教授学生国际学术会议交流的基本知识,另一方面致力于提高他们的学术英语表达能力。本教材不仅供研究生课堂使用,同时也可供有一定英语基础的、各个学科领域的学者参考、使用。

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社址 重庆市沙坪坝正街174号重庆大学(南区)内

邮编 401331

电话:(023) 65103311 65103312 65103313

传真:(023) 65103314 65103315 65103316

网址 <http://www.cqup.com.cn>

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UNIT ONE



Organizing an International Academic Conference

Warm-up Questions

- Have you ever helped organize an academic conference? If yes, what experience do you have in organizing an academic conference?
- What events are involved in organizing an academic conference?
- What things does an organizing committee do to prepare an international academic conference?

Learning Objectives

- To learn skills in helping organize an international academic conference.
- To learn to design Call for Papers and conference program.
- To learn to write invitation letters.

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Call for Papers

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Sample Table

Table 1.1 The Asian Symposium on Information Display (ASID) 2003

Table 1.2 The Asian Symposium on Information Display (ASID) 2003

Scope

The Asian Symposium on Information Display (ASID), originating from the joint Japan-Korean information display conference, has become one of the major regional information display conferences organized by SID. The purpose of the conference is to provide a friendly and collegial environment for display researchers, especially in the Asian region, to present their works and exchange information.

The ASID '03 covers all aspects of display science and technology including but not limited to the following:

- (1) Emissive Displays: Plasma Displays, CRT, OLED, LED, EL Displays, Field Emission Displays; Materials and Components for Emissive Displays
- (2) Non-Emissive Display: Passive Matrix LCD; Active Matrix LCD; LC Science and Technologies; LCD Materials and Components; Other Non-Emissive Displays
- (3) Others: Microdisplays; 3D Displays; Large-Area and Projection Displays; Display Electronics; Display measurement; Display manufacturing; Display systems and Applications; Applied Vision/Human Factors; Market and Business

Registration Fees (tentative)

Symposium (25-27 Aug. 2003)	Before 30 June 2003	After 30 June 2003
SID Member	USD300.00	USD350.00
Non-Member	USD350.00	USD400.00
Student	USD50.00	USD80.00
Tutorial (24 Aug. 2003)	Before 30 June 2003	After 30 June 2003
Symposium Participant	USD100.00	USD150.00
Standard	USD150.00	USD200.00

Symposium Honorary Chairs (tentative)

* The Asian Symposium on Information Display (ASID) 2003





Guanqun Gu, President, Southeast University

Zukai Wu, Fellow, SEG Hitachi Color Display Devices Co. Ltd

Xurong Xu, Northern Jiaotong University

Symposium Chair (tentative)

Linsu Tong, SEU

Co-Symposium Chairs (tentative)

Hoi. S. Kwok, HKUST

Myunghwan Oh, Dankook Univ. Korea

Executive Symposium Chair (tentative)

Baoping Wang, SEU

Program Committee (tentative)

Jinlin Zhu, Beijing Vacuum Electronics Research Institute

Chang chang Zhu, Nanjing Electronic Devices Institute

Zhengming Sun, Shen Zhen Tian Ma LCD Corp.

Ningsheng Xu, Zhongsan University

Han-Ping D. Shieh, Chiao Tung University

Yong Qiu, Tsinghua University

Jing Jang, Kyung Hee University

Daan Engelsen, LG. Philips Displays

Xiaowei Sun, NanYang Technology University

Tatsuo Uchida, Tohoku University

International Advisory Committee (tentative)

Heiju Uchiike, Saga University, Japan

Shigeo Mikoshiba, The University of Electro-Communications, Japan

Makoto Maeda, Sony Corporation, Japan

Min-koo Han, Seoul National University

Harm Tolner, Philips

Hanqun Hu, Beijing Vacuum Electronics Research Institute

Shouqian Ding, Nankai University

Rong Cao, Southern China Technology University

Changchun Zhu, Xian Jiaotong University





Deadlines (tentative)

员粤吏送迎迎	Submission of Abstract
员会非迎迎	Acceptance Notification
员允迎迎迎	Submission of Camera-Ready Manuscripts

ASID '03 Provides On-Site Proceedings

Symposium Venue

Nanjing is the provincial capital and also the political, economic and cultural center of Jiangsu Province. Located in the subtropical zone, it enjoys a mild climate with the annual mean temperature at 15°C. Dry in winter, Nanjing is marked by intermittent drizzles in spring, but gets most of the rainfall in summer with the annual precipitation at about 1,000 mm. The yearly average humidity is 11 to 12 mm.

Nanjing is an old city with a long history. As far back as three or four thousand years ago Chinese forefathers already began to live and work here. With the founding of the Ming Dynasty (1368), the city became for the first time the national capital of the whole country. During the period of 1853-1864, the Kingdom of Heavenly Peace, founded in revolt against the Qing Dynasty, established its capital here and called it Tianjing. The city resumed its name Nanjing in the 1912 Revolution led by Dr. Sun Yatsen.

Exhibition

There is an exhibition in conjunction with the symposium, interested parties should contact the conference Secretariat for detail.

Visa to China

In case of need, the acceptance letter can be used to obtain an entry visa to China. Special letters of invitation for visa applications can be provided if required upon request from the secretariat.

Conference Site

Zhongshan Hotel, 307 Zhongshan Dong Lu, Nanjing
Tel :+ 86-25-4818888, Fax :+ 86-25-4809209
<http://www.jszshotel.com>

Call for Abstract





The abstract should contain a cover letter and one-page (A4-size) abstract.

The cover letter should clearly state

- Title of paper
- Name, mailing address, email address, telephone and fax numbers of the presenting author
- Names and affiliations of additional authors
- Person to whom correspondence should be sent, if other than the presenting author
- Suggested paper topics
- Preference for oral or poster presentation

One-page abstract should include

- Title of paper
- Names and affiliations of all authors
- No more than 300 words with one or two figures

Abstracts should be submitted as email attachments in Microsoft Word format to liulu@seu.edu.cn.

Contact Information

ASID '03 Secretariat
c/o Ms Wang Hong

Electronic Engineering Department
Southeast University

Nanjing, Jiangsu, 210018
China

Phone : + 86-25-3098765

Fax : + 86-25-1593576

Email : www@seu.edu.cn

<http://asid03.seu.edu.cn>

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賊藥藥利明起深處世藥藥賣藥和若菜苗藥藥取

五鹿充宗同用居平梁道遺蒙惜遺軍至援故策遺卒滿野而蒙責謝蒙援最亮造
早候怪責謝蒙遺告謝蒙其世密持亮旗蒙陳亮解亮陳謝援

栽桑種柳修屋築墓葬親盡孝禮樂射御書數規矩：



悦来楼茶楼

Note: All activities will be held in the Building of the School of Foreign Languages, except for those especially specified.

Wednesday 24 July 2002

8:00-8:25	Registration (Ground Floor)	
8:30-9:40	Opening ceremony (Lecture Theatre : Room 315)	
	Welcoming remarks	Prof. Li Ping Vice-president, Sun Yatsen University

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	Opening speeches	Christine Sinner , Consul, Culture and Education Section of the British Consulate-General, Guangzhou Prof. Lai, Jane , Dean of Arts Faculty, HK Baptist University Prof. Yang Zijian , Chairman, China Association of Contrastive Studies of English and Chinese Prof. Huang Guowen , Dean of School of Foreign Languages, Sun Yatsen University
9 40-10 05	Photo-taking session (Ground Floor)	
10 05-10 30	Tea/coffee break (Ground Floor)	
10 30-10 35	Keynote speech (Lecture Theatre) Nada's letter and paper (Read by Prof. Tan Zaixi) Chaired by Hatim, Basil	
10 35-11 15	Keynote speech (Lecture Theatre) Baker, Mona :Contextualizing Translation Chaired by Hatim, Basil	
11 35-11 55	Keynote speech (Lecture Theatre) Luo Xuanmin : A Textual-Cognitive Model and the Textual Construction in Translation Chaired by Hatim, Basil	
12 00-2 30	Lunch break (Ground Floor)	
2 30-3 10	Keynote speech (Lecture Theatre) Malmkjear, Kirsten :On Translational Equivalence and Related Matters Chaired by Chao, Simon	
3 10-3 50	Keynote speech (Lecture Theatre) Huang Guowen :On Discourse Analysis and Translation studies Chaired by Chao, Simon	
3 50-4 10	Tea/coffee break (Ground Floor)	
4 10-5 40	Parallel sessions (see parallel session's program)	
6 00-	Dinner (Restaurant near North Gate)	



Thursday 25 July 2002

8 30-9 10	Keynote speech (Lecture Theatre) Schaffner, Christina : Intercultural Intertextuality—A Discourse Phenomenon from the point of View of Translation Chaired by Cheung, Martha
9 10-9 50	Keynote speech (Lecture Theatre) Tan Zaixi : Three Important Relationships about Text and Translation Chaired by Cheung, Martha
9 50-10 10	Tea/coffee break (Ground Floor)
10 10-11 10	Parallel sessions (see parallel session's program)
12 10-2 30	Lunch break (Ground Floor)
2 30-2 50	Keynote speech (Lecture Theatre) Zhang Meifang : Appraisal and the Translator's Attitude Chaired by Zhu Chunshen
2 50-3 30	Keynote speech (Lecture Theatre) Hatim, Basil : Orality, Visibility and Communicative Accessibility : A Concern for Writers and Translators Alike Chaired by Zhu Chunshen
3 30-3 50	Tea/coffee break (Ground Floor)
3 50-5 20	Parallel sessions (see parallel session's program)
6 10-8 10	Dinner at Kangle Restaurant
8 30-10 50	Pearl River cruise (Dock near North Gate)

Friday 26 July 2002

8 30-10 30	Panel Discussion : Discourse Analysis and Translation Studies in China (in Chinese) (Lecture Theatre)
10 30-10 50	Tea/coffee break (Ground Floor)
10 50-11 10	Speeches by publishers and editors (Lecture Theatre)
11 10-11 55	Closing session Conference minutes Closing speech by Prof./Dean Huang Guowen Chaired by Associate Dean Chang Chenguang
12 10	Lunch at Kangle Restaurant



Letters

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Sample

10 November 2001





Dear Dr. Eugene Hall :

I have the great pleasure, on behalf of the Symposium on Phonetics Teaching, of inviting you to contribute to the Symposium to be held in London, 18-22 October 2002. Your expenses, including the trip in London, and lodgings and meals, would be paid by the Committee.

We would like to ask you to present a paper in English of 20 minutes in length (or shorter) on your recent research on a subject related to phonetics teaching. We should appreciate it if you would let us know the proposed title of your paper before August 30, 2002. At the present, at least 17 foreign scholars are intending to present papers. Several other scholars from abroad will also be attending the symposium. We intend to provide each participant in advance with a copy of all the papers to be presented. We would appreciate receiving your manuscript conforming to the usual style of presentation before the deadline to be indicated in the forthcoming instructions, and also an abstract of your paper (no more than 5 sheets with no more than two tables or figures or both), to be published in the proceedings of the Symposium in the English Journal of Linguistics. You will soon receive further information and instructions about your paper.

Sincerely yours,
(Signature)

粵體藝苑藝苑藝苑藝苑

封侯拜相以爲榮，則爵位雖高，祿亦不厚；

Sample

悦 德 结 故 登 渡 翻 增 终 与 燥 旱 运 旱 旱

Tat Chee Avenue, Kowloon,
Hong Kong
Department of Chinese,
Translation and Linguistics

18 February 2001



I am pleased to inform you that after anonymous review the Review Panel decided to accept your submission for presentation at the **Postgraduate Research Forum on Language and Linguistics 2001 (PRFL 2001)**, which will be held at City University of Hong Kong on 12-13 May 2001. The competition has been very keen as there were many excellent submissions, and the Review Panel made its decision following a double-blind reviewing. The Organizing Committee will provide local accommodation and subsistence for you. Please let me know at your earliest convenience if you will attend the conference.

We look forward to seeing you in Hong Kong.

(Signature)

Kowloon, Hong Kong

何景遷字嘉謨

Sample

I am responding to your letter of April 28, inquiring about the conference program of International Conference on Linguistics and Corpora.





A brochure coupled with the program is enclosed and I hope this will aid you in answering any other questions you might have regarding the conference.

With all good wishes,

Sincerely yours,

Liu Hong

This is a sample text for the purpose of the exercise.



13 September 2002 *

Dear Dr. Saperstein,

Thank you very much for accepting our invitation to speak at the World Monetary Symposium in Tokyo this year. Your subject, "Looking Beyond the Dollar", will undoubtedly attract a great deal of interest. We know everyone is looking forward to your lecture with great anticipation.

To insure that each speaker's effort is appreciated, the symposium provides a pamphlet containing summaries of all lectures. In keeping with this, we should like to ask you to provide a synopsis of your talk. This should include things like your objective(s) and salient points.

Because of space limitations you are requested to keep your summary within 200 words. We are asking all lecturers to submit their drafts to us by May 16 to allow time for translation and printing.

Please let us know if there is any way in which we can assist you in this matter.

Yours sincerely,

Michelle Rein

Program coordinator

* This is a sample text for the purpose of the exercise.

