

Adrian Wallwork

# ENGLISH

for Research:  
Usage, Style, and  
Grammar

 Springer

# English For Research Usage Style And Grammar

**Ingrid Tieken-Boon van Ostade**



## **English For Research Usage Style And Grammar:**

**English for Academic Research: Grammar, Usage and Style** Adrian Wallwork, 2012-10-26 This guide is based on a study of referees reports and letters from journal editors on the reasons why papers written by non native researchers are rejected due to problems with English usage style and grammar It draws on English related errors from around 5000 papers written by non native authors 500 abstracts by PhD students and over 1000 hours of teaching researchers how to write and present research papers English for Academic Research Usage Style and Grammar covers those areas of English usage that typically cause researchers difficulty articles a an the uncountable nouns tenses e g simple present simple past present perfect modal verbs active vs passive form relative clauses infinitive vs ing form the genitive noun strings link words e g moreover in addition quantifiers e g each vs every word order prepositions acronyms abbreviations numbers and measurements punctuation and spelling Due to its focus on the specific errors that repeatedly appear in papers written by non native authors this manual is an ideal study guide for use in universities and research institutes The book is cross referenced with the following titles English for Academic Research Grammar Exercises English for Academic Research Vocabulary Exercises English for Academic Research Writing Exercises English for Writing Research Papers Adrian Wallwork is the author of more than 30 English Language Teaching ELT and English for Academic Purposes EAP textbooks He has trained several thousand PhD students and researchers from 40 countries to prepare and give presentations Since 1984 he has been revising research manuscripts through his own proofreading and editing service *English for Research*

, 2012-10-27 **English for Academic Research: Grammar Exercises** Adrian Wallwork, 2012-09-27 This book is based on a study of referees reports and letters from journal editors on reasons why papers written by non native researchers are rejected due to problems with English grammar It draws on English related errors from around 5000 papers written by non native authors several hundred emails 500 abstracts by PhD students and over 1000 hours of teaching researchers how to write and present research papers The exercises include the following areas active vs passive use of we articles a an the zero and quantifiers some any few etc conditionals and modals countable and uncountable nouns genitive infinitive vs ing form numbers acronyms abbreviations relative clauses and which vs that tenses e g simple present simple past present perfect word order Exercise types are repeated for different contexts For example the difference between the simple present present perfect and simple past is tested for use in papers referees reports and emails of various types Such repetition of similar types of exercises is perfect for revision purposes English for Academic Research Grammar Exercises is designed for self study and there is a key to all exercises Most exercises require no actual writing but simply choosing between various options thus facilitating e reading and rapid progress The exercises can also be integrated into English for Academic Purposes EAP and English for Special Purposes ESP courses at universities and research institutes The book can be used in conjunction with the other exercise books in the series and is cross referenced to English for Research Usage Style and

Grammar English for Writing Research Papers English for Academic Correspondence and Socializing Adrian Wallwork is the author of around 30 ELT and EAP textbooks He has trained several thousand PhD students from 35 countries to write and present academic work

**English for Academic Research: Writing Exercises** Adrian Wallwork, 2012-10-14 This book is based on a study of referees reports and letters from journal editors on reasons why papers written by non native researchers are rejected due to problems with English long sentences redundancy poor structure etc It draws on English related errors from around 5000 papers written by non native authors around 3000 emails 500 abstracts by PhD students and over 1000 hours of teaching researchers how to write and present research papers The exercises are organized into ten chapters on punctuation and spelling word order writing short sentences and paragraphs link words connecting phrases and sentences together being concise and removing redundancy ambiguity and political correctness paraphrasing and avoiding plagiarism defining comparing evaluating and highlighting anticipating possible objections indicating level of certainty discussion limitations hedging future work writing each section of a paper Some exercises require no actual writing but simply choosing between various options thus facilitating self study e reading and rapid progress In those exercises where extended writing is required model answers are given Exercise types are repeated for different contexts for example the importance of being concise is tested for use in papers referees reports and emails of various types Such repetition of similar types of exercises is design ed to facilitate revision The exercises can also be integrated into English for Academic Purposes EAP and English for Special Purposes ESP courses at universities and research institutes The book can be used in conjunction with the other exercise books in the series and is cross referenced to English for Research Usage Style and Grammar English for Writing Research Papers

**English for Academic Correspondence and Socializing** Adrian Wallwork, 2011-06-08 English for Academic Correspondence and Socializing is the first ever book of its kind specifically written for researchers of all disciplines whose first language is not English With easy to follow rules and tips and with authentic examples taken from real emails referee s reports and cover letters you will learn how to use strategies for understanding native speakers of English significantly improve your listening skills organize one to one meetings feel confident at social events manage and participate in a successful conversation write effective emails review other people s manuscripts formally and informally reply effectively and constructively to referees reports write cover letters to editors use the telephone and Skype participate in video conference calls exploit standard English phrases Other books in the series English for Presentations at International Conferences English for Writing Research Papers English for Research Usage Style and Grammar English for Academic Research Grammar Exercises English for Academic Research Vocabulary Exercises English for Academic Research Writing Exercises

**English for Academic Research: Vocabulary Exercises** Adrian Wallwork, 2012-09-19 English for Academic Research Vocabulary Exercises This book draws on English related errors from around 5000 papers written by non native authors around 3000 emails 500 abstracts by PhD students and over 1000 hours of

teaching researchers how to write and present research papers The exercises are organized into nine chapters on adjectives and adverbs e g actual vs current different vs several continually vs continuously link words e g on the contrary vs on the other hand despite vs nevertheless nouns e g danger vs hazard measure vs measurement prepositions e g among vs between in vs into with vs within verbs e g check vs control compose vs comprise arise vs raise exclude vs rule out false friends and synonyms spelling useful phrases emails Nearly all exercises require no actual writing but simply choosing between various options thus facilitating self study e reading and rapid progress The exercises can also be integrated into English for Academic Purposes EAP and English for Special Purposes ESP courses at universities and research institutes The book can be used in conjunction with the other exercise books in the series English for Academic Research Writing Exercises English for Academic Research Grammar Exercises Adrian Wallwork has written over 30 books covering General English Cambridge University Press Scholastic Business English Oxford University Press and Scientific English Springer He has trained several thousand PhD students from all over the world to write and present their research Adrian also runs a scientific editing service English for Academics E4AC

**English for Writing Research Papers** Adrian Wallwork, 2011-04-01 Publishing your research in an international journal is key to your success in academia This guide is based on a study of referees reports and letters from journal editors on reasons why papers written by non native researchers are rejected due to problems with English usage It draws on English related errors from around 5000 papers written by non native authors 500 abstracts by PhD students and over 1000 hours of teaching researchers how to write and present research papers With easy to follow rules and tips and with examples taken from published and unpublished papers you will learn how to prepare and structure a manuscript increase readability and reduce the number of mistakes you make in English by writing concisely with no redundancy and no ambiguity plan and organize your paper and structure each paragraph and each sentence so that the reader can easily follow the logical build up towards various conclusions write a title and an abstract that will attract attention and be read decide what to include in the various parts of the paper Introduction Methodology Discussion etc select from over 700 useful phrases highlight your claims and contribution avoid plagiarism and make it 100% clear whether you are referring to your own work or someone else s choose the correct tenses and style active or passive Other books in the series English for Presentations at International Conferences English for Academic Correspondence and Socializing English for Research Usage Style and Grammar English for Academic Research Grammar Vocabulary Writing Exercises Adrian Wallwork is the author of more than 20 ELT and EAP textbooks He has trained several thousand PhD students and academics from 35 countries to prepare and give presentations Since 1984 he has been revising research papers and in 2009 he set up englishforacademics com a proofreading and editing service specifically for researchers

Writing an Academic Paper in English Adrian Wallwork, 2022-06-25 This book is for university students with at least a mid intermediate level of English It can be used as part of an English for Academic Purposes EAP course either alone or with the companion volume Giving an

Academic Presentation in English The chapters are independent so that EAP teachers and students can choose those sections that best fit their needs This means that a course can range from a minimum of 20 hours up to 60 hours or more There is an introductory chapter that includes what role academics play in today s world where success is not just measured in terms of paper output but also involvement in interdisciplinary projects and supporting society at large Each chapter covers a particular section of a paper Abstract Introduction Methods etc and begins with a discussion exercise on what the exact purpose of each section is This purpose is also highlighted by comparisons with non academic situations where similar skills are required There are many examples and templates none of which are lengthy or complex but which are designed to highlight key points Students learn what style to adopt we vs impersonal the correct tenses to use in each section typical mistakes and useful phrases The course is highly practical and is also designed to be fun to use Other books in the series Giving an Academic Presentation in English Essential English Grammar and Communication Strategies Adrian Wallwork is the author of more than 40 ELT and EAP textbooks He has trained several thousand PhD students and researchers from around 50 countries to write research papers and give presentations He is also the co founder of e4ac com an editing agency for non native English speaking researchers

#### **English for Presentations at International Conferences** Adrian

Wallwork,2010-08-19 Good presentation skills are key to a successful career in academia This book is the first guide to giving presentations at international conferences specifically written for researchers of all disciplines whose first language is not English With easy to follow rules and tips and with examples taken from real presentations you will learn how to avoid errors in English by using short easy to say sentences improve your English pronunciation and intonation gain confidence and overcome nerves and embarrassment plan prepare and practice a well organized interesting presentation highlight the essential points you want your audience to remember deal with questions from the audience decide what to say at each stage of the presentation use standard phrases attract and retain audience attention Other books in the series English for Writing Research Papers English for Academic Correspondence and Socializing English for Research Usage Style and Grammar English for Academic Research Grammar Vocabulary Writing Adrian Wallwork is the author of more than 20 ELT and EAP textbooks He has trained several thousand PhD students and academics from 35 countries to prepare and give presentations Since 1984 he has been revising research papers and in 2009 he set up englishforacademics com a proofreading and editing service specifically for researchers

#### **English for Academic CVs, Resumes, and Online Profiles** Adrian

Wallwork,2019-05-07 Are you a graduate postgraduate or PhD student Building a CV or profile can be difficult for anyone but especially for those whose first language is not English This book is essential for those looking to promote themselves in the academic community and can be used both for self study as well as in an English for Academic Purposes EAP course The book contains tips do s and dont s and discussion points that can be used by instructors Based on interviews with recruiters and an analysis of hundreds of CVs from around 40 different countries the book is structured as a series of FAQs Topics

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large Each chapter covers either a particular skill e g preparing a script pronunciation visuals how to begin and end a presentation or the particular purpose of a specific moment in a presentation For example the final slide is designed not just to conclude and thank the audience but is an opportunity to reach out for collaborations and assistance The aims of each part of a presentation are also highlighted by comparisons with non academic situations where similar skills are required The course is highly practical with screenshots from real presentations given by PhD students It is also designed to be fun to use Other books in the series Writing an Academic Paper in English Essential English Grammar and Communication Strategies Adrian Wallwork is the author of more than 40 ELT and EAP textbooks He has trained several thousand PhD students and researchers from around 50 countries to write research papers and give presentations He is also the co founder of e4ac com an editing agency for non native English speaking researchers

### **Email and Commercial Correspondence**

Adrian Wallwork,2014-06-19 If you write emails and letters as part of your work then this book is for you By applying the suggested guidelines you will stand a much greater chance of getting the desired reply to your emails in the shortest time possible Some of the key guidelines covered include Write meaningful subject lines otherwise recipients may not even open your mail Always put the most important point in the first line otherwise the reader may not read it Be concise and only mention what is truly relevant Write the minimum amount possible you will also make fewer mistakes Be a little too formal than too informal you don t want to offend anyone If you have two long important things to say say them in separate emails Give clear instructions and reasonable deadlines If you need people to cooperate with you it is essential to highlight the benefits for them of cooperating with you Empathize with your recipient s busy workload Never translate typical phrases literally learn equivalent phrases The book concludes with a chapter of useful phrases There is also a brief introduction for trainers on how to teach Business Commercial English

### **Meetings, Negotiations, and Socializing**

Adrian Wallwork,2014-06-20 This book is a guide to taking part in meetings and negotiations and to the socializing required before and after such events If you are a non native English speaker with an intermediate level and above and you work for a company with international relations then this book is the solution to all your English problems Four main topics are covered 1 Meetings 2 Negotiations 3 Socializing 4 How to understand fast speaking native English speakers This book is designed to be used like a manual or user guide you don t need to read it starting from page 1 Like a manual it has lots of short subsections and is divided into short paragraphs with many bullet points This is to help you find what you want quickly and also to assimilate the information as rapidly and as effectively as possible The book concludes with a chapter of useful phrases There is an introduction for trainers on how to teach the skills required for meetings negotiations and socializing in Business Commercial English

**English Usage and Style for Editors** Virginia S. Thatcher,1997-08-07 Presents authoritative answers to some of the troubling problems of usage that the manuscript editor faces daily For editors authors and those learning to write

Telephone and Helpdesk Skills Adrian Wallwork,2014-06-19 If you are a non native English speaker and make telephone



calls as part of your work then this book is for you By applying the suggested guidelines you will stand a much greater chance of making an effective telephone call You will learn how to prepare for a call both psychologically and from an English language point of view receive calls if you work on reception leave messages find out about another company and talk about your own company chase people i e people who have not followed up your requests deal with difficult calls and callers and improve your telephone manner use the telephone while working on a help desk or helpline resolve language difficulties i e when you cannot understand the other person s English improve your pronunciation use resources on the Internet to improve your listening skills The book concludes with a chapter of useful phrases There is a brief introduction for trainers on how to teach telephone and helpdesk skills within a Business English course      *Garner's Modern English Usage* Bryan A. Garner,2022 *Garner's Modern English Usage* is one of the most influential style guides ever written for the English language With more than a thousand new entries 200 replacement entries and thoroughly updated usage data this fifth edition is fully abreast of the times and further establishes the author as the authority on effective writing      [The Chicago Guide to Grammar, Usage, and Punctuation](#) Bryan A. Garner,2020-03-04 The authoritative guide to using the English language effectively from the greatest writer on grammar and usage that this country has ever produced David Yerkes Columbia University The author of *The Chicago Manual of Style* s popular Grammar and Usage chapter Bryan A Garner is renowned for explaining the vagaries of English with absolute precision and utmost clarity With *The Chicago Guide to Grammar Usage and Punctuation* he has written the definitive guide for writers who want their prose to be both memorable and correct Garner describes standard literary English the forms that mark writers and speakers as educated users of the language He also offers historical context for understanding the development of these forms The section on grammar explains how the canonical parts of speech came to be identified while the section on syntax covers the nuances of sentence patterns as well as both traditional sentence diagramming and transformational grammar The usage section provides an unprecedented trove of empirical evidence in the form of Google Ngrams diagrams that illustrate the changing prevalence of specific terms over decades and even centuries of English literature Garner also treats punctuation and word formation and concludes the book with an exhaustive glossary of grammatical terms and a bibliography of suggested further reading and references *The Chicago Guide to Grammar Usage and Punctuation* is a magisterial work the culmination of Garner s lifelong study of the English language The result is a landmark resource that will offer clear guidelines to students writers and editors alike A manual for those of us laboring to produce expository prose nonfiction books journalistic articles memorandums business letters The conservatism of his advice pushes you to consider audience and occasion so that you will understand when to follow convention and when you can safely break it John E McIntyre Baltimore Sun      [English Usage Guides](#) Ingrid Tieken-Boon van Ostade,2018 This volume explores both historical and current issues in English usage guides or style manuals Chapters look at how and why these guides are compiled and by whom what sort of advice they contain how they

differ from grammars and dictionaries and how attitudes to usage have changed

**How to Write Better Medical Papers**

Michael Hanna, 2019-03-20

This book guides medical researchers through all stages of transforming their scientific data and ideas into a published paper. Many researchers in medicine including the life sciences and health sciences struggle to get their research written and published. Manuscripts are typically rejected and/or sent back for revisions several times before ever being published. One reason for this is that researchers have not received much instruction in the specific subjects and skills needed to write and publish scientific medical papers: research methodology, ethics, statistics, data visualization, writing, revising, and the practicalities of publishing. Instead of wasting the reader's time discussing trivialities of punctuation, spelling, etc., this book tackles all the major scientific issues that routinely lead to manuscripts getting rejected from the journals. The section *Preparing* covers the range of methodological, ethical, and practical aspects that researchers need to address before starting to write their paper. The section *Analyzing reviews* covers commonplace problems in the statistical analysis and presentation and how to resolve those problems. The section *Drafting* describes what to write in all the various parts of a paper: the Introduction, Methods, Results, Discussion, Abstract, etc. The section *Revising* explains and illustrates how to improve the writing style of any manuscript. The section *Publishing* discusses how to navigate the peer review process and all other practical aspects of the publishing phase. This book draws on the author's decade of experience as an independent medical writer and research consultant, but it is not written merely as the personal opinion of yet another expert. The entire book is grounded in the existing scientific and scholarly literature with extensive references and a lengthy annotated bibliography so readers can quickly obtain more information on any aspect they want. Thus, this book provides a more evidence-based scholarly account of how medical scientific papers should be written in order to improve medical communication and accelerate scientific progress. After reading this entire book, cover to cover, medical researchers will know how to write better quality medical papers and they will be able to publish their work in better journals with less time and struggle. This book is essential reading for anyone conducting research in clinical medicine, life sciences, or health sciences.

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