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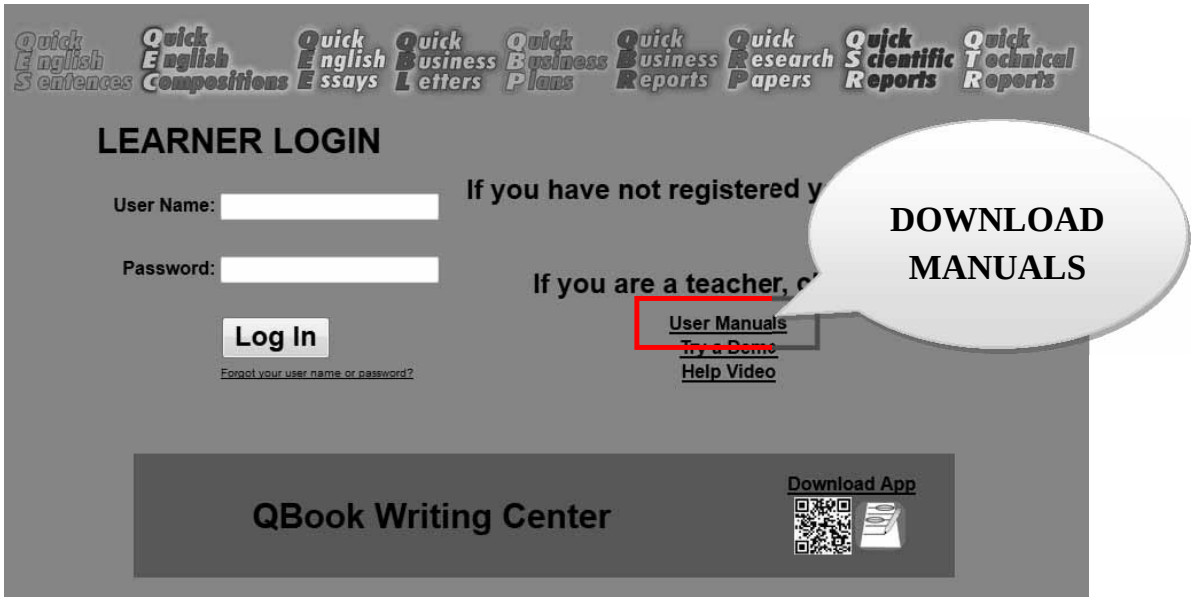

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Preface

This book mainly focuses on how to write effective contents of English research papers, research proposals, cover letters, and critiques. The contents of the book include writing guidelines as well as computer assisted instructions on writing style, content, and format with examples specific to the part of the composition being worked on.

When writing, general points to remember include:

- *Use the active verb voice.*
- *Be specific in your writing.*
- *Avoid negative sentences.*
- *Avoid too many words in a sentence*.

There are different styles of writing research papers depending on the field of study. Popular styles include:

1. The American Psychological Association (APA) Style
2. The Chicago Manual of Style (CMS)
3. The Modern Language Association (MLA) Style
4. The American Medical Association (AMA) Manual of Style
5. The Oxford Style
6. American Institute of Physics (AIP) style
7. American Chemical Society (ACS) style

The book covers content wordings, contexts, and developmental/substantive writing instead of writing style usages. Therefore, before submitting the paper, please check the submission guidelines of the target journal to ensure that you use the style required by the journal.

Chapter 1 Abstract

An abstract summarizes a larger work, like a research paper. Abstracts must stay short and include at least the following four parts:

A. Purpose
B. Methodology
C. Results
D. Conclusion

Each part's frequently used verbs/phrases and example sentences are illustrated below.

A. Purpose

Either present or past tense can be used to describe the purpose of a finished study. Use future tense for the writing of a proposal.

A1. FREQUENTLY USED VERBS/PHRASES:

1. characterize
2. clarify
3. compare
4. confirm
5. contribute
6. decide
7. define
8. delineate
9. demonstrate
10. determine
11. develop
12. differentiate
13. discriminate
14. document
15. elucidate
16. establish
17. evaluate
18. examine
19. explain
20. explore
21. find out
22. identify
23. illustrate
24. investigate
25. look for
26. observe
27. present
28. prove
29. report
30. review
31. search for
32. seek
33. set out
34. study
35. support
36. test
37. testify
38. validate
39. verify

A2 EXAMPLE SENTENCES:

1. A Taiwan hospital sought to reduce administrative expenses for outpatient treatment.

2. As society ages, the demand for healthcare for the elderly is rising.
3. Better control of the electron behavior in the short channel achieves both goals.
4. Channel conflicts occur when manufacturers attempt to market their products both through retail stores and on the internet.
5. Collaborative information systems and information technology (IS/IT) have deeply affected the transmission of information within organizations.
6. Digital textbooks (e-textbooks), though designed to improve learning efficiency, seldom take full advantage of the possibilities of digitization.
7. Gambia's agricultural industry has rapidly globalized in recent years.
8. Identifying suitable replacements for current lead soldering materials is an urgent need for makers of printed circuit boards.
9. In this article, I explore relations between the State and indigenous peoples in Canada.
10. In this article, we provide a historical analysis of American psychological experimentation on North American indigenes in the early twentieth century.
11. New technologies introduced during Japanese rule enabled more efficient headhunting among Taiwan aborigines.
12. Since joining the World Trade Organization, Taiwan is facing an urgent need to upgrade its high technology manufacturing sector.
13. The machine scheduling problem is a key topic in industrial automation with applications in numerous manufacturing industries.
14. The purpose of this paper is to apply a genetic algorithm to the problem of knowledge management at a Malaysian international airport.
15. The purpose of this paper is to model the linkage between education and green buying intentions of consumers.
16. The purpose of this paper is to model the relationship between CEO turnover and analyst turnover in the financial industry.

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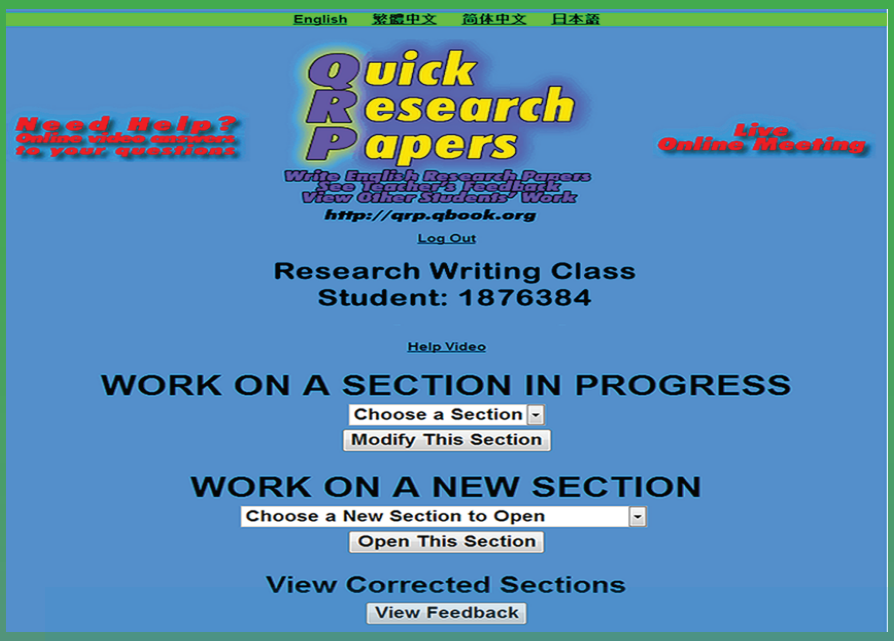

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