

# Glossary of grammar terms

## abstract noun

A noun that refers to something that can't be observed or measured (e.g. *advice, knowledge*).

## adverbial

A word (e.g. *quietly*), phrase (e.g. *through the door*) or clause (e.g. *after she left*) that functions like an adverb.

## collocation

Refers to the way words are commonly used together. For example, 'research findings' is a common collocation in academic writing, but 'research opinions' is not.

## complex preposition

A preposition made up of more than one word (e.g. *apart from, as well as*).

## compound noun

A fixed expression which is made up of more than one word and which has the function of a noun (e.g. *handout, credit card*).

## conjunction

A word such as *and, but, if, while, because* and *although* which connects words, phrases or clauses in a sentence. Compare with sentence connector.

## evaluative adjective/adverb

An adjective or adverb that indicates the writer's opinion of the value, quality or importance of something (e.g. *important, surprising; interestingly, curiously*).

## finite verb form

A verb form which indicates tense. Finite verb forms include, for example, *be; she is; he was*. Compare with non-finite verb form.

## general noun

A type of abstract noun that can only be understood by referring to its context (e.g. *process, argument*). Sometimes referred to as 'signalling nouns'.

## hedging

Using words and phrases to state possibilities, to hypothesise and draw tentative conclusions in order to avoid sounding too direct. These words and phrases are referred to as *hedges* and include adverbs (e.g. *perhaps, possibly*) and modal verbs (e.g. *could, may*).

## multi-word verb

A verb together with one or more following particles (prepositions or adverbs) that has a single meaning (e.g. *write up, put forward, come up with*).

## non-finite relative clause

A type of relative clause, usually beginning with a non-finite verb form, which has a similar meaning to a relative clause (e.g. The steps *outlined* below = The steps which are outlined below).

## non-finite verb form

A verb form which does not indicate tense. For example, *to be, being, been*. Compare with finite verb form.

## noun clause

A type of clause that functions like a noun or noun phrase. Noun clauses are linked to the main clause by the following types of conjunction: *that, if, whether*; *Wh*-words: *how, what, when, where, which, who, whose, why*; *Wh*-ever words: *however, whatever* etc.

For example: *Scientists believe that the experiment will be completed in 2019*.

A noun clause can also form part of the main clause, acting as the subject or complement of a verb. For example: *Whether or not the experiment is a success, will not be certain until the final results are analysed*.

## noun phrase

A group of words where the main word is a noun (e.g. *The research presented in this thesis* considers how children acquire language.).

## paraphrase

A report in your own words of what another writer has said.

## relative clause

Relative clauses describe or provide information about someone or something that has already been mentioned. For example: *We recently did an experiment which illustrates how children's knowledge of where an object is determines their behaviour*.

## relative pronoun

A pronoun such as *who, which* or *that* which is used at the beginning of a relative clause.

## sentence connector

A word or phrase such as *however* and *as a result* that show a connection between two separate sentences. Compare with conjunction.

## viewpoint adverb

A type of adverb used to say what point of view a subject is being considered from (e.g. *financially, politically*).

## wh-cleft

A sentence in which attention is focused on the new information at the end. It most often begins with a *what*-clause which gives old information. For example: *What I recommend is that you read chapters 2 and 3*.

# Wordlist

Abbreviations: *n* = noun / *n* (pl) = plural noun; *v* = verb; *adj* = adjective; *adv* = adverb; *conj* = conjunction; *phr* = phrase; *phr v* = phrasal verb; *T/I* = transitive/intransitive; *C/U* = countable/uncountable. The numbers indicate the page on which the word first appears.

## Academic orientation

**abstract** *n* [C] (12) a shortened form of a speech, article, book, etc., giving only the most important facts or ideas  
**analyses** *n* [C/U] (12) the plural of *analysis*, which is the process of analysing something  
**argument** *n* [C] (11) a reason or reasons why you support or oppose an idea, action, etc  
**assumption** *n* [C] (11) something that you think is true without having any proof  
**attribute sth to sth** *phr v* [T] (13) to say that something is caused by something else  
**branch** *n* [C] (13) a part of a subject  
**claim** *n* [C] (11) something said to be true, although it has not been proved  
**connotation** *n* [C/U] (13) the feelings or ideas that words give in addition to their meanings  
**consistently** *adv* (11) always behaving or happening in a similar, usually positive, way  
**critical thinking** *n* [U] (11) thinking about thinking; the practise of applying, analysing and evaluating information  
**debate** *n* [C/U] (13) discussion or argument about a subject  
**determine** *v* [T] (12) to discover the facts or truth about something  
**disparately** *adv* (12) in very different ways  
**dissertation** *n* [C] (10) a very long piece of writing done as part of a course of study  
**distinguish** *v* [I/T] (11) to recognise the differences between two people, ideas or things  
**employ** *v* [T] (13) to use something  
**evidence** *n* [U] (11) something that makes you believe that something is true or exists  
**finding** *n* [C] (12) (usually plural) information that has been discovered as a result of an official study  
**higher education institution** *n* [C] (10) a college or university where subjects are studied at an advanced level  
**impose** *v* [T] (11) to force someone to accept a belief or way of living  
**measure** *n* [C] (12) (often plural) a way of achieving something or dealing with a situation  
**minority** *n* [C] (12) a group of people whose race is different from the race of most of the people where they live

**phenomenon** *n* [C] (11) something that exists or happens, usually something unusual  
**plagiarism** *n* [U] (11) an unacceptable way of using another person's idea or a part of their work and pretending that it is your own words or ideas by not acknowledging their source  
**proficiency** *n* [U] (12) when you can do something very well  
**significantly** *adv* (12) in a way that is easy to see or by a large amount  
**social sciences** *n* [C/U] (13) the discipline which studies society and the way people live  
**stimulate** *v* [T] (13) to make something happen or develop more  
**summarise** *v* [I/T] (10) to express the most important facts or ideas about something or someone in a short and clear form

## Unit 1

**acknowledge** *v* [T] (17) to accept that something is true or exists  
**adequately** *adv* (16) in a satisfactory way; in the amount or to the degree needed  
**article** *n* [C] (14) a piece of writing in a magazine, newspaper, etc  
**clarification** *n* [C/U] (20) an explanation or more details which makes something clear or easier to understand  
**common knowledge** *phr* (14) something that a lot of people know  
**communicable** *adj* (17) able to be given from one person to another  
**deficit** *n* [C] (17) the amount by which the money that you spend is more than the money that you receive  
**disproportionately** *adv* (16) in a way that is too large or too small in comparison to something else  
**draft** *v* [T] (14) to produce a piece of writing or a plan that you intend to change later  
**extent** *n* (20) the size or importance of something  
**extrinsic** *adj* (14) coming from outside, or not related to something  
**hypothesise** *v* [I/T] (25) to give a possible but not yet proved explanation for something  
**infer** *v* [T] (14) to guess that something is true because of the information that you have  
**influence** *v* [T] (20) to affect or change how someone or something develops, behaves or thinks  
**influence** *n* [C/U] (22) the power to affect how someone thinks or behaves, or how something develops, or someone or something that has this effect

**interpret** *v* [T] (24) to explain or decide what you think a particular *phr*, performance, action, etc means

**intrinsic** *adj* (14) an intrinsic quality or thing forms part of the basic character of something or someone

**minority** *n* [C] (16) a part of a group which is less than half of the whole group, often much less

**outcome** *n* [C] (17) the final result of an activity or process

**peer pressure** *n* [U] (14) strong influence on a member of a group to behave the same as the others in the group

**progress** *n* [U] (16) development and improvement of skills, knowledge, etc

**recognition** *n* [U] (17) when you accept that something is true or real

**remit** *n* [U] (17) the things that you are responsible for in your job

**scope** *n* [U] (17) the range of a subject covered by a book, programme, discussion, class, etc.

**social status** *n* [U] (14) position or importance in a social group

**source** *n* [C] (14) where something comes from

**statistic** *n* [C] (15) (usually plural) a fact in the form of a number that shows information about something

**step sth up** *phr v* (17) to increase the size, amount or speed of a process that is intended to achieve something

**thesis statement** *n* [C] (17) a sentence near the start of an essay in which the writer presents their main idea. In this book we refer instead to the *writer's position* on the subject of the essay

**unsustainable** *adj* (22) something that is unsustainable cannot continue at the same rate

**widespread** *adj* (17) affecting or including a lot of places, people, etc

## Unit 2

**consequently** *adv* (28) happening as a result of a particular action or situation

**considerably** *adv* (28) in a way that is large or important enough to have an effect

**constitute** *v* [T] (27) to be or form something

**cope (with sth)** *v* [I] (33) to deal quite successfully with a difficult situation

**densely** *adv* (27) with a lot of people or things close together

**disaster-prone** *adj* (33) likely to experience natural disasters more often than is usual

**exacerbate** *v* [T] (27) to make worse something which is already bad

**field studies** *n* (*pl*) [C/U] (27) research carried out in the natural environment, rather than in a laboratory or office

**-induced** *suffix* (28) caused by the stated person or activity

**infrastructure** *n* [C] (33) the basic systems, such as transport and communication, that a country or organisation uses in order to work effectively

**judgement** *n* [C/U] (33) an opinion about someone or something that you decide on after thinking carefully

**lead to sth** *phr v* (27) to cause something to happen or exist

**margin** *n* [C] (28) the outer edge of an area

**occurrence** *n* [U] (27) the fact of something existing, or how much of it exists

**originate** *v* [I] (27) to come from a particular place, time, situation, etc

**prerequisite** *n* [C] (37) something which must exist or happen before something else can exist or happen

**probability of** *n* [C/U] (28) how likely it is that something will happen

**quotation** *n* [C] (35) a report of the exact words of another writer

**relate to sth** *phr v* (31) to be connected to, or to be about someone or something

**be responsible for sth/doin** *phr* (27) to cause something to happen, especially something bad

**risk management** *n* (26) (in business) the forecasting of financial risks with ideas of how to avoid or minimise their impact

**superabundance** *n* (37) a very large amount of something

**sustainable development** *n* [U] (26) ways of changing an area that cause little or no damage to the environment

**trigger** *v* [T] (28) to make something begin to happen

## Unit 3

**analogous** *adj* (49) similar in some ways

**carry out sth** *phr v* (51) to do or complete something, especially something that you have said you would do or that you have been told to do

**catastrophe** *n* [C/U] (53) an extremely bad event that causes a lot of suffering or destruction

**conceptual** *adj* (44) based on ideas

**convention** *n* [C/U] (50) a usual and accepted way of behaving or doing something

**derive sth from sth** *phr v* (44) to get something from something else

**economical** *adj* (53) not using a lot of money, fuel, etc

**estimate** *v* [T] (52) to guess the cost, size, value, etc of something

**evaluate** *v* [T] (43) to consider or study something carefully and decide how good or bad it is

**extensive** *adj* (51) covering a large area; having a great range

**genre** *n* [C] (50) a style, especially in the arts, that involves a particular set of characteristics

**hypothetical** *adj* (53) a hypothetical situation or idea has been suggested but does not yet really exist or has not been proved to be true

**ideographic** *adj* (44) of a written sign or symbol (= an ideogram) used in some writing systems such as Chinese, which represents an idea or object

**implicit** *adj* (42) suggested but not stated directly

**integral** *adj* (49) necessary and important as part of something

**in-text reference** *n* [C] (48) an acknowledgement in the main part of an academic text of a source of information

**the literature** *n* [U] (48) the information relating to a subject written by specialists

**methodology** *n* [C/U] (50) the system of methods used for doing, teaching or studying something

**microscopic** *adj* (53) extremely small and needing a microscope to be seen, or using a microscope to see something

**primary source** *n* [C] (48) information collected first-hand from historical documents, experiments, interviews, surveys, etc

**ranking** *n* [C/U] (50) a rank or level, for example in a competition

**reference** *n* [C] (47) a source of information (book, article, website, etc) that is acknowledged in a text

**reference list** *n* [C] (48) a list at the end of an academic text of all the books, articles, websites, etc. that have been mentioned in it

**referencing convention** *n* [C] (48) the accepted way of mentioning sources of information

**reinforce** *v* [T] (48) if something reinforces an idea or opinion, it provides more proof or support for it and makes it seem true

**secondary source** *n* [C] (48) a report, summary, interpretation or analysis of a primary source

**semantically** *adv* (51) in a way that is connected with the meanings of words

**skeleton plan** *n* [C] (51) a very basic plan

**sought** *v* [T] (51) past simple and past participle of *seek*: to try to do or get something

**symbolic** *adj* (44) representing something else

**syntactic** *adj* (51) the grammatical arrangement of words in a sentence

**topic sentence** *n* [C] (48) the sentence in a paragraph which summarises what that paragraph is about. In this book we refer instead to the *main idea* of the paragraph

## Unit 4

**analyse** *v* [T] (51) to examine the details of something carefully, in order to understand or explain it

**autocratic** *adj* (55) having unlimited power and demanding to be obeyed

**bureaucracy** *n* [U] (56) complicated rules and processes used by an organisation, especially when they do not seem necessary

**call for** *phr v* (61) to demand that something happens

**characterize** *v* [T] (54) to describe something by stating its main qualities

**classification** *n* [C/U] (57) the process of putting people or things into groups by their type, size, etc, or one of these groups

**conclude** *v* [T] (61) to decide something after studying all the information about it very carefully

**conduct** *v* [T] (61) to organise or do something

**contrast** *v* [T] (54) to compare two people or things in order to show the differences between them

**diverse** *adj* (57) including many different types

**embody** *v* [T] (54) to represent a quality or an idea exactly

**expenditure** *n* [C/U] (58) the total amount of money that a government or person spends, or the act of using or spending energy, time or money

**hierarchical** *adj* (55) of a system in which people or things are arranged according to their importance

**ineffectiveness** *n* [U] (60) the state of not producing the effects or results that are wanted

**insofar as** *conj* (64) to the degree that

**metaphorically** *adv* (60) describes language which contains metaphors (= refers to something that is considered to have similar characteristics to the person or object you are trying to describe)

**milestone** *n* [C] (54) an important event in the history or development of something or someone

**reject** *v* [T] (61) to refuse to accept or agree with something

**stereotype** *n* [C] (54) a fixed idea that people have about what someone or something is like, especially an idea that is wrong

**strategic** *adj* (53) helping to achieve a plan, usually in business or politics

**sustenance** *n* [U] (58) the ability of food to provide people and animals with what they need to make them strong and healthy

## Unit 5

**communicate** *v* [I/T] (72) to share information with others by speaking, writing, moving your body, or using other signals

**complexity** *n* [U] (78) when something is difficult to understand or find an answer to because of having many different parts

**comprehensive** *adj* (77) complete and including everything that is necessary

**consensus** *n* [U] (70) when all the people in a group agree about something

**dispute** *n* [C/U] (79) a disagreement, especially one that lasts a long time

**encounter** *v* [T] (73) to experience, especially something unpleasant

**foundation** *n* [C] (77) the idea or principle that something is based on

**fundamental** *adj* (73) relating to the most important or main part of something

**magnitude** *n* [U] (78) the large size or importance of something

**manipulation** *n* [U] (78) controlling someone or something to your own advantage, often unfairly or dishonestly

**objectively** *adv* (79) in a way that is based on real facts and not influenced by personal beliefs or feelings  
**observe** *v* [T] (74) to watch carefully the way something happens or the way someone does something, especially in order to learn more about it  
**outline** *v* [T] (76) to describe only the most important ideas or facts about something  
**partially** *adv* (74) not completely  
**qualitative data** *n* [U] (117) information relating to what something or someone is like  
**quantitative data** *n* [U] (117) information relating to numbers or amounts  
**relatively** *adv* (74) quite, when compared to other things or people  
**reliable** *adj* (77) able to be trusted or believed  
**revolutionize** *v* [T] (73) to change something in every way so that it is much better  
**scarce** *adj* (77) rare or not available in large amounts  
**side-effect** *n* [C] (76) an unpleasant effect of a drug that happens in addition to the main effect  
**spatial** *adj* (72) relating to the position, area and size of things  
**transmit** *v* [T] (73) to broadcast something, or to send out signals using radio, television, etc  
**vulnerability** *n* [U] (77) when you are able to be easily physically, emotionally or mentally hurt, influenced or attacked

## Unit 6

**artificial** *adj* (92) not natural, but made by people  
**bias** *n* [C/U] (82) when you support or oppose someone or something in an unfair way because you are influenced by your personal opinions  
**broadly** *adv* (87) in a general way and not including everything or everyone  
**by far** *phr* (90) used to emphasise that something is the biggest, the best, etc  
**clear-cut** *adj* (87) very certain or obvious  
**demonstrably** *adv* (84) in a way that is able to be proved  
**dimension** *n* [C] (82) a particular part of a situation, especially something that affects how you think or feel  
**gender role** *n* [C] (85) a position that someone has in a situation based on the physical and/or social condition of being male or female  
**inextricably** *adv* (83) if things are inextricably connected, they are so closely connected that you cannot separate them  
**interact** *v* [I] (83) if two things interact, they have an effect on each other  
**interplay** *n* [U] (83) the effect that two or more things have on each other  
**interwoven** *v* [T] (83) past participle of *interweave*: when two or more things are combined so that they cannot be separated easily

**lack** *v* [T] (85) to not have something, or not have enough of something  
**lack of sth** *phr* (90) when something is not available or when there is not enough of it  
**outweigh** *v* [T] (89) to be greater or more important than something else  
**point of view** *n* [C] (82) a way of thinking about a situation  
**prediction** *n* [C/U] (82) when you say what you think will happen in the future  
**be programmed to do sth** *phr* [T] (82) to always do or think a particular thing, although you do not try to  
**prominent** *adj* (96) very easy to see or notice  
**radically** *adv* (87) relating to the most important parts of something or someone; completely or extremely  
**seemingly** *adv* (82) appearing to be something without really being that thing  
**striking** *adj* (87) easily noticed  
**trait** *n* [C] (85) a quality, good or bad, in someone's character

## Unit 7

**abandon** *v* [T] (101) to stop doing something before it is finished, or to stop following a plan, idea, etc  
**anecdote** *n* [C] (98) a short story that you tell someone about something that happened to you or someone else  
**beyond reach** *phr* (100) not possible for someone to have  
**commodity** *n* [C] (98) a substance or product that can be traded, bought or sold  
**discrimination** *n* [U] (99) when someone is treated unfairly because of their sex, race, religion, etc  
**driving force** *n* (102) a person who has a powerful influence and causes things to happen  
**eligible (for sth)** *adj* (99) having the necessary qualities or satisfying the necessary conditions  
**emerging** *adj* (100) starting to exist or develop  
**entrepreneur** *n* [C] (100) someone who starts their own business, especially when this involves seeing a new opportunity  
**eradicate** *v* [T] (100) to destroy or completely get rid of something such as a social problem or a disease  
**found** *v* [T] (102) to bring something into existence  
**fuel** *v* [T] (100) if you fuel something you increase or strengthen it  
**Honorary Professor** *n* (98) An honorary professor is a teacher of high rank at a university who does not receive payment  
**inevitable** *adj* (109) if something is inevitable, you cannot avoid or prevent it  
**influential** *adj* (101) having the power to have an effect on people or things  
**justify** *v* [T] (99) to give a good enough reason to make something seem acceptable  
**meaningful** *adj* (100) useful, serious or important  
**perspective** *n* [C] (98) the way you think about something  
**profoundly** *adv* (100) deeply or extremely

proportion *n* [C] (99) the number or amount of a group or part of something when compared to the whole  
rise *v* [I] (98) to increase in level  
unfold *v* [I] (100) if a situation or story unfolds, it develops or becomes known  
unrecognized *adj* (101) if something is unrecognized, people do not generally know about it or accept it as true  
virulent *adj* (101) criticising or hating someone or something very much

## Unit 8

acknowledgements *n* (*pl*) (116) a short text at the beginning or end of a book where the writer names people or other works that have helped in writing the book  
appendices *n* (*pl*) [C] (116) plural of *appendix*: a separate part at the end of a book or magazine which gives extra information  
axes *n* (*pl*) [C] (110) plural of *axis*: a line at the side or bottom of a graph  
democratic *adj* (111) following or supporting the political system of democracy (= the belief in freedom and equality between people)  
exploit *v* [T] (115) to not pay or reward someone enough for something  
formulae *n* (*pl*) [C] (110) plural of *formula*: a set of letters, numbers or symbols that are used to express a mathematical or scientific rule  
incentive *n* [C/U] (115) something that encourages you to act in a particular way  
literature survey *n* [C] (116) a description of books, articles, essays etc that have been written on a subject  
lower-tier grade *n* [C] (112) a less important level in an organisation or place of work  
middle management *n* [U] (116) the people within a company who are in charge of departments or groups, but who are below those in charge of the whole company  
motivation *n* [C] (117) the need or reason for doing something  
negotiate *v* [I/T] (111) to try to make or change an agreement by discussion  
outnumber *v* [T] (112) to be greater in number than someone or something  
participant *n* [C] (118) someone who is involved in an activity  
pervasive *adj* (112) present or noticeable in every part of a thing or place  
pilot study *n* [C] (118) a piece of work or research that is used to test how good it is before introducing it properly  
progress *v* [I] (111) to improve or develop in skills, knowledge, etc  
progress *n* [U] (111) development and improvement of skills, knowledge, etc  
tier *n* [C] (112) (in a place of work) one of several levels  
transcribe *v* [T] (121) to make a written record of something you hear, such as speech or music

undergo *v* [T] (120) to experience something, especially a change or medical treatment  
undertake *v* [T] (121) to start work on something that will take a long time or be difficult  
upper-tier grade *n* [C] (112) an important position in a company or other place of work

## Unit 9

as a rule *idiom* (128) usually, or in most situations  
assimilate *v* [I] (127) to become part of a group, society, etc, or to make someone or something become part of a group, society, etc  
compete with *v* [I] (128) to try to be more successful than someone or something else  
controversial *adj* (133) causing a lot of disagreement or argument  
controversy *n* [C/U] (128) a lot of disagreement and argument about something  
cost effective *adj* (128) if an activity is cost effective, it is good value for the amount of money paid.  
cultural values *n* (*pl*) [C] (127) the beliefs people have about what is right and wrong, according to the society they belong to  
demographic *adj* (127) relating to the number and characteristics of the people who live in an area  
displace *v* [T] (130) to take the place of someone or something  
divergent *adj* [I] (129) very different  
diversity *n* [U] (127) when many different types of things or people are included in something  
illustrate *v* [T] (137) to give more information or examples to explain or prove something  
in the long run *idiom* (127) at a time that is far away in the future  
be predisposed to/towards sth *phr* (129) to be more likely than other people to have a medical condition or to behave in a particular way  
the pros and cons *n* (*pl*) (127) the advantages and disadvantages of doing something  
qualify for sth *v* [I] (127) to have the legal right to have or do something because of the situation you are in  
reap benefits *phr* (127) to get good results because of your own actions  
reciprocity between *n* [U] (129) behaviour in which two people or groups of people give each other help and advantages  
reveal *v* [T] (137) to give someone a piece of information that is surprising or that was previously secret  
shrink *v* [I/T] (128) to become smaller, or to make something smaller  
subsequently *adv* (130) happening after something else  
supporting information *n* [U] (136) additional facts or documents that help to show something to be true  
threaten *v* [T] (128) to be likely to cause harm or damage to something or someone

## Unit 10

**back** *v* [T] (140) to give support to someone or something with money or words

**chronic** *adj* (140) a chronic illness or problem continues for a long time.

**consumption** *n* [U] (142) the amount of something that someone uses, eats or drinks

**criterion** *n* [C] (149) a fact or level of quality that you use when making a choice or decision

**determinant** *n* [C] (139) something that has a strong effect on something else

**detrimental** *adj* (139) causing harm or damage

**dominant** *adj* (142) more important, strong or noticeable than anything else of the same type

**equate to** *phr v* (139) to be the same in amount, number or size

**inconsistent** *adj* (145) if a reason, idea, opinion, etc. is inconsistent, different parts of it do not agree, or it does not agree with something else

**inequality** *n* [C] (140) when some groups in a society have more advantages than others

**insight into** *n* [C] (148) the ability to understand what something is really like, or an example of this

**juncture** *n* [C] (150) a particular point in an event or period of time

**life expectancy** *n* [C/U] (139) the number of years that someone is likely to live

**mortality** *n* [U] (140) the number of deaths within a particular society and within a particular period of time

**notion** *n* [C] (141) an idea or belief

**precede** *v* [T] (146) to happen or exist before something else

**raise** *v* [T] (149) to cause to exist

**specifically** *adv* (140) exactly or in detail

**stance** *n* [C] (139) an opinion or belief about something, especially if you say it in public

**substantial** *adj* (149) large in size, value or importance

**symptom** *n* [C] (140) a physical feeling or problem which shows that you have a particular illness

**to a lesser extent** *phr* (150) not as much as something else

**to some extent** *phr* (148) partly