

## Writing Centre

# Abstracts

We often encounter abstracts at the beginning of research papers.

An abstract summarizes, in under 300 words, the major aspects of a paper.

They tell us the **purpose**, **problem**, **method**, **results** and **conclusion** of the work.

It helps the reader decide if they want to read the entirety of the paper or move on to another source.

Abstracts address **two** basic questions: *what* is this paper about, and *does* this paper work for my research?

Since it's just a summary of the work you've already done, don't worry! It's easier than you think!

### What is included in an abstract?

- The overall purpose and the problems/questions you explored;
- The basic design of the study;
- The major findings;
- A brief summary of your interpretation/conclusions.

### When you begin composing...

- Take whole sentences or key terms from each section and put them in a sequence that summarizes the paper;
- Revise or add connecting words or phrases to help with flow;
- Make sure the information agrees with what you have written in the paper.

### How do you know if your abstract is complete?

- Imagine that you haven't read your paper before, or that you are a researcher doing a similar study:
  - If your abstract was the only part of the paper that you could read, is there enough information?
  - Does it cover all major aspects?
  - If you are left with questions or gaps, then you know you need to add more information.

DO:	DO NOT:
• Write in the active voice, in past tense, and in	• Include lengthy background information.
third person.	• Reference other literature.
• Make it complete enough to stand alone from	• Use abbreviations, jargon or confusing terms.
the rest of the paper.	You'll need to explain them further if you
• Use key words from the document.	include them, and there isn't enough room for
• Write it last since it is a summary of the whole	that.
paper.	• Insert an image, illustration, figure, or table or
• Put it on a standalone page including the	make references to them.
preexisting header.	• Include the title. The abstract will be read
• Centre "Abstract" (no bold, formatting, italics,	alongside the title, so you don't need to
underlining, or quotation marks).	rephrase it.
• <i>Option:</i> put keywords after the abstract.	• Refer to information that is <i>not</i> in the body of
Indent as a new paragraph, type Keywords: in	the paper.
italics, then list the keywords. See example for	• Use <i>I</i> or <i>we</i> .
reference.	
reference.	

#### **Example formatting (APA):**

PURDUE ONLINE WRITING LAB SAMPLE TITLE PAGE

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#### Abstract

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Keywords: lorem ipsum, nulla vitae

#### **Online Resources:**

- USC Libraries Research Guides: Organizing Your Social Science Research Paper: 3. The Abstract
- Owl Purdue: APA, General Format.