

# ABSTRACTS

## Writing Process

ENGLISH FOR ACADEMIC SUPPORT



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### PURPOSE

- Generally a 150 – 250 word paragraph
- Quick and accurate overview/description of your paper
- Presents your thesis, main points, and research implications
- Prepares the audience for your detailed paper acting as a pre-outline
- Provides a first impression of your paper
- Includes searchable keywords
- NOT an evaluation

#### NOTE:

**CHECK THE ABSTRACT GUIDELINES REQUIRED IN YOUR PROGRAM.**

### What is the first step when writing an abstract?

- Begin to write the abstract after you have completed your paper.
- Create an outline of your paper's main sections by reviewing each section in your paper and taking notes.
- Prepare a couple of sentences that summarize the ideas in each section.
- Confirm that all key essay ideas are summarized.
- Select the best type of abstract for your discipline.
- Edit and proofread.
- Add a title.

### What are the two main types of abstracts?

#### DESCRIPTIVE ABSTRACT

- Provide a title and the word ABSTRACT.
- Describe the ideas in the paper.
- Present the background, purpose, and focus using author names without formal citation.
- \*Confirm that personal views are accepted.

#### INFORMATIVE ABSTRACT

- Provide a title and the word ABSTRACT.
- Describe the ideas in the paper.
- Present the background, purpose, and focus using author names without formal citation.
- Add the topic results, conclusions, and recommendations.
- \*Confirm that personal views are accepted.

### What is the basic abstract structure?

1. Context, background information, general topic and specific topic
2. Statement in question
3. Reasons for investigation
4. Research and method
5. Results (informative)
6. Implications (informative)

## What verb tense is used in an abstract?

### GENERAL RULES

#### SIMPLE PAST TENSE

- Prior research discussion

#### SIMPLE PRESENT TENSE

- General facts
- Discussion of paper
- Analysis of findings

## Abstract VERSUS Introduction

### ABSTRACT includes the following components:

- background
- purpose
- methods
- results
- conclusions
- recommendations

### INTRODUCTION includes the following components:

- background
- purpose using thesis statement
- possible outline of key ideas discussed

## Abstract Requirements for Specialized Areas

NOTE: Some disciplines require additional abstract components.

#### EMPIRICAL STUDY

- thorough description of study subjects
- experimental method
- findings
- conclusion(s)

#### REVIEW OF THEORETICAL ARTICLE

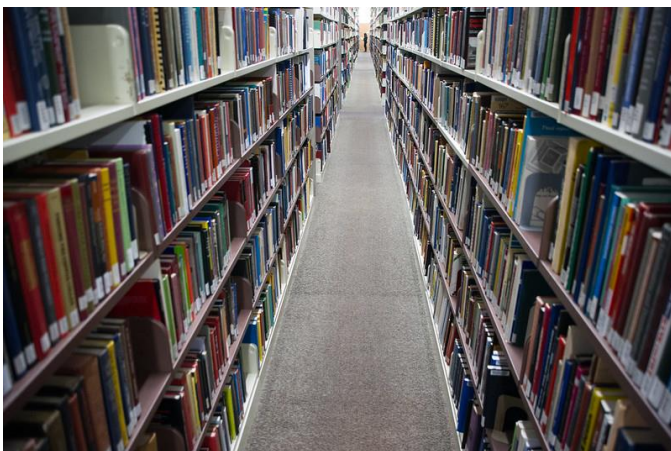
- topic description
- purpose
- cited sources
- conclusion(s)

#### METHODOLOGICAL ARTICLE

- proposed method
- components of the proposed method
- range of application

#### CASE STUDY

- subject and characteristics
- problem (and possible solution) presented with case example
- questions and concerns of the case study indicating additional research



## Contact us

Writing Centre SN-2054

[writing@mun.ca](mailto:writing@mun.ca)

709-864-3168

SOURCES

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