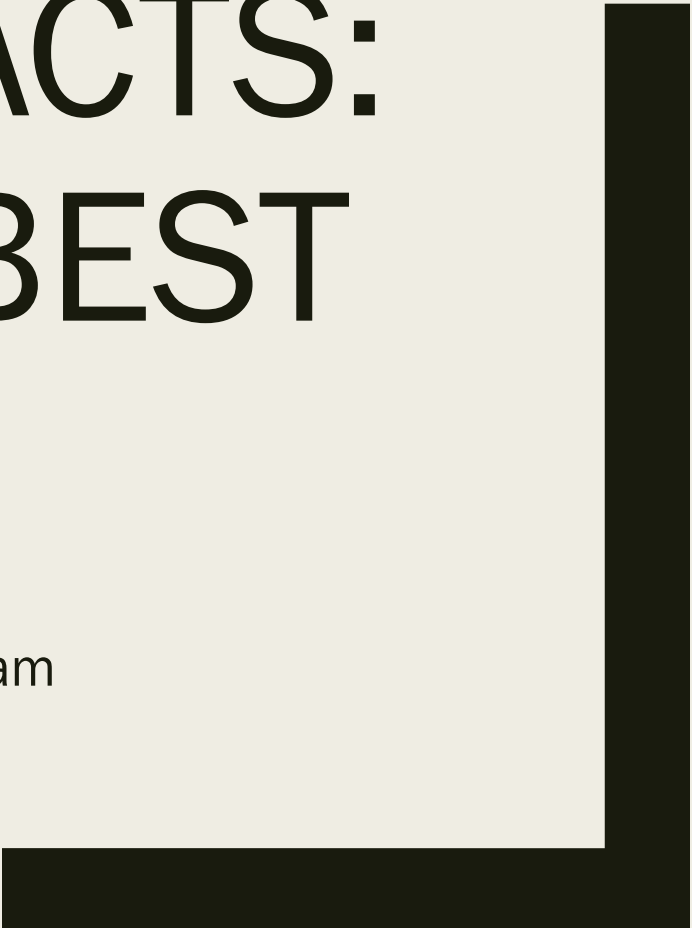




WRITING ABSTRACTS: BREVITY AT ITS BEST

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Director, Comprehensive Writing Program
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Definition

- Summary
- Provides a snapshot of the larger work
- Brief
- Usually 100-250 words
- Informative or Descriptive

Informative Abstracts

- Description of the study or project
- The study or project methods
- The study or project results or findings
- The conclusion

Descriptive Abstracts

- Usually more brief than an Informative
- Does not give as thorough an account of all the parts of the study
- Could be more useful if the research is not yet complete

Key Features to ALL Abstracts

- Summary of Basic Information
- Objective Description
- Brevity

Whatever the Approach, Always Consider the Rhetorical Situation

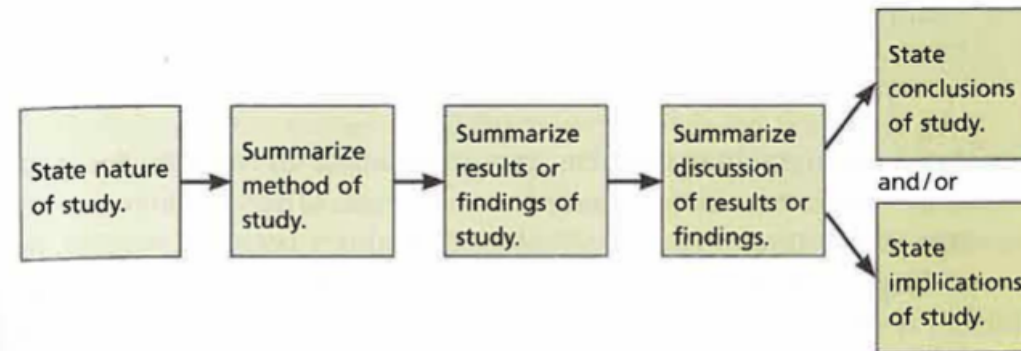
- Purpose (overview of completed study or creating interest in an ongoing project)
- Audience (who are you summarizing for?)
- Stance (Objective-regardless of your positionality in the original project)

TIPS

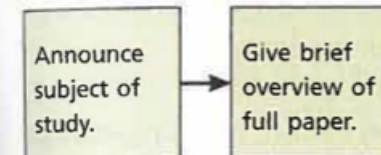
- Write the paper first and the abstract last
- Extract key elements from the original text (thesis, objective, or purpose; methods; results; conclusion)
- Revise for fluidity and concision
- Conform to the requirements of your audience

Ways of Organizing an Abstract

[An informative abstract]



[A descriptive abstract]



Sample Abstracts by Discipline

http://www.umt.edu/ugresearch/umcur/sample_abstracts.php