

## Writing an abstract

Drag the headings to the suitable paragraph (Arrastrar los títulos al párrafo correcto)

**TYPES OF ABSTRACTS**

**WHAT'S IN AN ABSTRACT**

**DEFINITION**

**WRITING STYLE**

**HOW TO WRITE AN ABSTRACT**

**DO NOT INCLUDE**

An abstract **summarizes**, usually in one paragraph, the major aspects of the entire **paper**.

It includes:

- 1) the purpose of the study and the research problem(s) you investigated;
- 2) the design of the study;
- 3) the major findings or trends found as a result of your analysis;
- 4) a brief summary of your interpretations and conclusions.

### Critical Abstract

It provides a **judgement** about the **study's validity, reliability, or completeness**. The researcher evaluates the paper and often **compares** it with **other works** on the same subject.

### Descriptive Abstract

It indicates the type of information found in the work and only **describes** the work being abstracted.

### Informative Abstract

It includes the information that can be found in a descriptive abstract (**purpose, methods, scope**) but also includes the **results and conclusions** of the research and the **recommendations** of the author.

### Highlight Abstract

It is written to attract the reader's attention to the study. Consequently it does not provide a complete picture of the paper. It is **not a true abstract** and, therefore, it is **rarely used in academic writing**.

- Use the **active voice** when **possible**
- **Much of your abstract** may require **passive sentence** constructions.
- Use **concise, but complete, sentences**.
- Always use the **past tense** because you are reporting on research that has been completed.

- Take whole **sentences** or key phrases **from each section**.
- Put them in a **sequence** that summarizes the paper.
- Add **connecting phrases** to make it cohesive and clear.
- **Check** the information in the **abstract** completely **agrees** with what you have written in the **paper**.

- Abbreviations, jargon, or confusing terms, images, illustrations, figures or tables.

