

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.

