



HOW TO WRITE AN ABSTRACT!

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TIPS FROM THE EXPERTS...

- CLARIFY in your own mind what is the purpose: what it is that you are going to do.
- Look CAREFULLY at the themes of the conference: note those that apply and frame your abstract accordingly.
- Stick CLOSELY to the length given. You will often have no choice in this matter, because if you submit electronically you will find yourself cut off in mid sentence as you reach the required limit.
- CHOOSE your keywords carefully, making sure that they match the themes of the conference.

Academic conference abstracts are part résumé, part sales pitch. They need to situate presentations within serious research, but sound interesting to a broader audience.

WHAT TO INCLUDE

Very often, the submission procedure will dictate the format and the number of words of the abstract.

For example:

- Title
- Name of presenter, contact details
- Category of presentation (e.g. workshop, research paper, short paper, poster etc.)
- Conference themes addressed.
- Key words that will help people deciding whether or not to participate to understand its focus.
- Objectives/intended outcomes and activities for participants
- The abstract.

ASK YOURSELF???

- **What is the purpose of my paper?**
 - This should, as with any abstract, be a general definition statement about the objectives of your paper.
- **What approach am I using?**
 - I.e. am I reviewing the literature, describing a case study, supporting a research hypothesis, and if the latter, what is my research design and research methodology?
- **What are my findings?**
 - Be clear so the results are clearly understood.
- **What is the importance of my findings?**
 - Broader implications, tie into conference theme if possible.

GET A 2ND OPINION...

- Graduate students writing their first conference abstracts should ask more senior students and faculty to read over their abstracts before submitting them.
- Experienced researchers can also provide examples of successful and unsuccessful conference abstracts from previous years.



EDIT EDIT EDIT!

All writers of conference abstracts should edit their drafts religiously. Not only must the abstracts be free of spelling and grammatical errors, all superfluous language must be cut. This allows more room for substantive detail, while remaining within the necessary word count.



THE FOUR C'S

- ❖ **Complete** — it covers the major parts of the project.
- ❖ **Concise** — it contains no excess wordiness or unnecessary information.
- ❖ **Clear** — it is readable, well organized, and not too jargon-laden.
- ❖ **Cohesive** — it flows smoothly between the parts.

"The truth of the matter is that there's nothing you can't accomplish if: (1) You clearly decide what it is that you're absolutely committed to achieving, (2) You're willing to take massive action, (3) You notice what's working or not, and (4) You continue to change your approach until you achieve what you want, using whatever life gives you along the way." **Anthony Robbins**



WHO SHOULD SUBMIT ABSTRACTS?

- Health Education & Promotion Specialists
- Prevention Researchers and Staff
- Social Marketers
- Community Health & Public Health Education Faculty
- Patient Educators
- Health Communication Professionals
- Health Education/Promotion Students
- Behavioral/Social Scientists
- Informatics Professionals
- Ethicists
- Community Members
- Tribes and Tribal Organizations
- Public Health Practitioners
- Health/Social Policy Experts Focusing on Health Promotion
- Chronic Disease Directors
- Community-Based Organizations and Staff
- Health Coalition Representatives
- And more....