

Writing an Abstract

Purpose:

An abstract is a brief summary of the contents of an article. Often times, the abstract is what attracts the audience to read the entire article. Abstracts typically contain 150 - 250 words.

Abstracts should be located on a separate page following the title page with the word "Abstract" centered at the top of the page. The body of the abstract must be double-spaced.

Elements of an Abstract:

Abstracts need to be **clear and concise** summaries of the content of the article. Excessive details must be avoided. Each sentence should contain valuable information and should be able to be understood by the audience.

Make sure to **portray accurately** the purpose of the article, along with pertinent information.

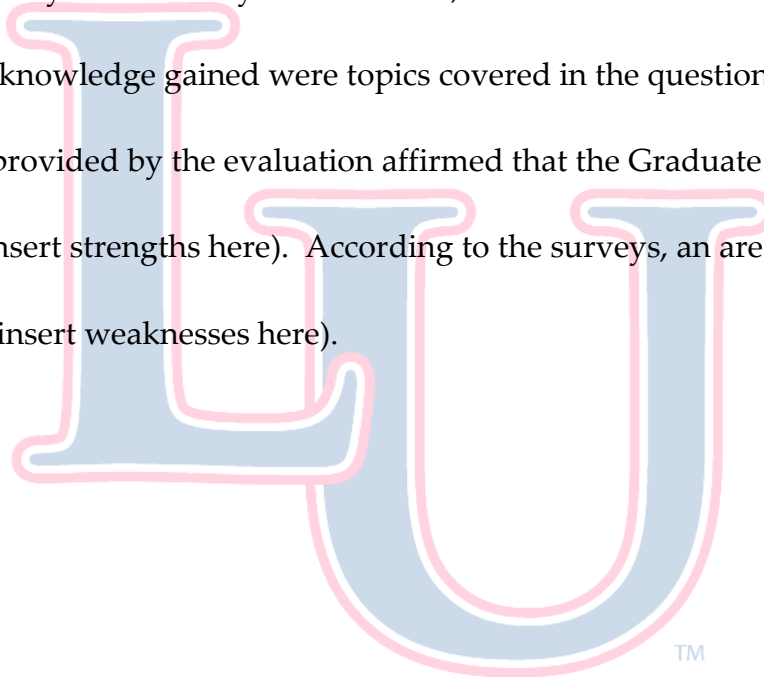
Because abstracts are often read alone, they need to be **self-contained**. Abbreviations and terms unique to a certain field need to be defined.

Abstracts should contain **no quotations**. Find a way to summarize and use your own thoughts to communicate the essence of your article to the audience.

Writing an Abstract

Sample Abstract (This is not based on an actual study):

A program evaluation of Graduate Studies was implemented over a six month period. Students attending graduate school at Liberty University were asked to complete a questionnaire pertaining to strengths and weaknesses in their program of study. Availability of instructors, course book selection, course content, and knowledge gained were topics covered in the questionnaire. The conclusions provided by the evaluation affirmed that the Graduate Studies program...(insert strengths here). According to the surveys, an area needing work was...(insert weaknesses here).



For instruction on the contents of abstracts for specific types of papers, see pages 25 - 26 of the American Psychological Association's Publication Manual, 6th Edition.

References:

American Psychological Association. (2010). *Publication manual* (6th ed.). Washington, DC: American Psychological Association.