

Infosheet

Abstracts

Write the abstract after finishing the article or document. Write for clarity and conciseness, eliminating unnecessary words and ideas. Spell out most acronyms and all but the most common abbreviations.

The structure of an abstract for research articles includes five steps.

Move	Typical Labels	Implied questions
Move 1	Background / Introduction / situation	What do we know about the topic? Why is the topic important?
Move 2	Present research / purpose	What is this study about?
Move 3	Methods / materials / subjects / procedures	How was it done?
Move 4	Results / findings	What was discovered?
Move 5	Discussion / conclusions / implications / recommendations	What do the findings mean?

Getting Started:

Opening sentence

- **Type A: Starting with a Real-World Phenomenon or with Standard Practice**
Corporation taxation rates vary around the world.
- **Type B: Starting with Purpose or Objective**
The aim of this study is to examine the effects of the recent change in corporation taxation.
- **Type C: Starting with Present Researcher Action**
We analyze corporate taxation returns before and after the introduction of the new tax rules.
- **Type D: Starting with a Problem or an Uncertainty**
The relationship between corporate taxation and corporate strategy remains unclear.

Links between sentences

The objective of this paper was to examine the flapping characteristics of insect wings.

1. **Continuing subject** (Keep the same subject)
This objective was realized through the use of two high-speed video cameras.
2. **Capturing subject** (Put the information from the second half of the first sentence in the subject position at the beginning of the second sentence.)
These characteristics were studied through the use of two high-speed video cameras.
3. **New subject** (Use a new previously unmentioned topic as subject)
For this purpose, we utilized two high-speed video cameras.

Methods

- Include information about data, participation, length of study, location, etc. as well as methods used. (e.g. analysed 5 articles, inventoried five sites, investigated 3 case studies, interviewed 17 students)
- Use past tense and passive voice.
- Condense methods description (unless the project is about developing a methodology.)

Results

- How do you organize the findings? Present general findings first, followed by specifics. ("particularly", "specifically" to transition from general to specific) A few abstracts end with general findings. ("in general", "overall", "more generally", "in sum")
- For quantitative studies, use precise numbers and percentages in your abstract.

Conclusions

- Take home message – The concluding statement contains the last words the reader will read, make it meaningful – something to which the reader can attach significance.
- Utility or application of results
- Relevance and importance of findings (self-promoting)

Conference abstracts

Move 1	Outline / promoting / problematizing the research field or topic
Move 2	Justifying this particular piece of research / study
Move 3	Methodological, demographic or procedural comments
Move 4	Summarizing the main findings
Move 5	Highlighting its outcome / results
Move 6	Further observations (implications, limitations, future developments)

Conference abstracts must make a strong appeal to the review committees.