

Guidelines for Preparing an Academic Abstract

Trainees are encouraged to complete a checklist to optimize the quality of the abstract submission:

- The abstract is written so that a scientist who knows nothing about your field will be able to easily follow the scientific argument and findings.
- Your primary research advisor has reviewed the abstract.
- Introduction is brief and covers the purpose/rationale for the research
- Introduction includes an explicit statement of the research hypothesis and/or objective
- Methods describe all the *planned* techniques and analysis plan that has been/will be carried out
- Methods are restricted to those needed to test hypothesis
- Results: For those without results, anticipated results can be presented (i.e., we expect to find that variable X is associated with variable Y)

If results are available, report data – including descriptive statistics, observations (present/absent) and numerical data (e.g. mean +/- SD) or a relative difference (e.g. 1.7 fold difference) between group comparisons.

- Conclusion summarizes what the study results will contribute to the field
- Conclusion is fully within the scope of the project
- Conclusion specifically addresses the hypothesis being tested (i.e., results support or do not support the hypothesis)

