

Writing an Abstract for a Scientific Conference

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INTRODUCTION

It is recognised that disseminating scientific information to a wide-range of audiences is of enormous importance. Such dissemination helps to ensure that vital scientific information, such as research findings reaches other researchers, policy-makers and the wider general public. One way of communicating with academic colleagues is through scientific conferences, which are often venues where new ideas are tested with a critical audience, (preliminary) findings are presented and/or methodological issues discussed. Regardless as to whether academics present an oral paper or a poster they usually are expected to submit a short abstract first to the organisers of the conference.

An abstract is a succinct summary of a longer piece of work, which is published in isolation from the main text and should therefore stand on its own and be understandable without reference to the longer piece.¹ A conference abstract is a short piece of written work, often not more than 200 or 300 words, which serves at least three separate functions. Each conference will have its own guidelines as to how an abstract should be prepared. If authors do not follow these guidelines their abstract is more likely to be

ABSTRACT

For most students and junior researchers, writing an abstract for a poster or oral presentation at a conference is the first piece they may write for an audience other than their university tutors or examiners. Since some researchers struggle with this process we have put together some advice on issues to consider when writing a conference abstract. We highlight a number of issues to bear in mind when constructing one's abstract.

KEYWORDS

Abstract writing, conference, oral presentation, poster, scientific writing

rejected. The first function of an abstract is to convince the conference organisers that your paper is worth accepting. Hence, it tells the organisers what message you want to convey and how this fits into the general theme of the conference. Secondly, after you have been accepted to present a paper or a poster at the conference your abstract will end up in the conference programme or abstract book and act as an advert for your talk or poster. Capturing the attention of the conference goer is the other key role of your abstract. Conference goers will base their decision to attend your paper, or any of the other ones on-going in the parallel session: on the contents of your short abstract. In theory, if you write an interesting abstract that is aimed at the target audience then you will also accomplish function 1 (that of convincing the conference organisers). Finally, after the conference has long finished, your abstract will act as a permanent record, especially if the conference programme or abstract book is published (either in hard copy or on the web).

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