WRITING CONFERENCE AND JOURNAL ABSTRACTS

Workshop co-sponsored by

Write Site and Faculty of Graduate Studies

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Focused on the future of learning.

Introductions

Name and program

What is your interest in abstracts?

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Workshop objectives

- Differentiate between journal and conference abstracts
- Journal abstracts
- Conference abstracts
  - Analyzing the call for papers
  - Strategies and process for writing an effective abstract
    - Prewriting, drafting, revising, editing
- Review criteria to assess your abstract
- Assess a draft of a conference abstract for effectiveness

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Differences between journal and conference abstracts

– Both use summary and may use paraphrase of your own work

– Different purpose
– Different audience
– Different emphasis and elements

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Journal abstract: purpose

- Provide a brief account of the highlights of the paper

- Provide a basis for readers to decide if they want to read the entire article

- Provide a way for potential readers to FIND your paper

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Journal abstract: formatting and requirements

APA advice: pp. 25-27

http://owl.english.purdue.edu/owl/resource/560/01/

- Separate page
- Word count
- Spacing
- Key words

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Conference abstract

- Purpose
- Audience
- Writing occasion
- General requirements
- Specific requirements

Planning: Determine the purpose of writing

What is the purpose of a conference abstract?

➤ Allow the organizers to decide whether to include your presentation in the conference and where to classify/place it.

➤ Persuade the organizers to accept your presentation

➤ Provide a summary of your presentation for conference attendees

➤ Persuade the conference-goers to attend your presentation

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Planning: Determine the audience

Two groups:

 ➢ Organizers: judge whether your work "fits" for the conference

 ➢ Conference attendees: judge whether they want to attend your presentation

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Conference abstract: Determine the writing occasion

➢ You have work that you would like to present to your peers at a conference and have to persuade peers of your presentation's quality

➢ You may or may not have completed the work

➢ **You must meet the specific requirements of this particular conference**

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Planning: General requirements

Condense complex information into a short summary

Meet the specific requirements of the call for papers

Meet the needs of multiple audiences

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Close analysis of the call for papers

– Wide variety of forms and information requirements

Look for:

– Theme

– Number of words

– Essential elements (Author's guidelines)

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Close analysis of a call for papers

- International Council for Open and Distance Education conference call for papers:
  - First page
  - Call for papers
  - Tracks

http://www.unisa.ac.za/icde2015/?page_id=2

http://www.unisa.ac.za/icde2015/?page_id=376

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Close analysis of the call for papers

- AU Graduate Conference call and form for abstracts/proposals

  – Call for abstracts
    - https://augradconference.athabascau.ca/?page_id=113
  – Submission form

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Planning: the specific requirements

➤the purpose and theme of the conference

➤the sub-themes or questions

➤ the types of presentations
  ➤Poster sessions
  ➤Roundtables
  ➤Paper presentations
➤the time you have for your presentation
➤any sample abstracts

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Sample of a finished abstract

- ACCUTE / NASSR joint session on genre, Congress 2011
- Dr. Mark McCutcheon

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Drafting: outline or first draft

"Writing is easy. All you have to do is cross out the wrong words." Mark Twain

Drafting: outline or first draft

➢ Identify the main point you want to make to your audience(s) (thesis)

➢ Identify key points that you want to make about your proposed presentation

➢ Outline a clear pattern of development

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Drafting: revising

➢ cover the key points

➢ incorporate the conference theme/subtheme

➢ describe what you will do and how you will do it

➢ persuade your audiences

➢ be appropriate to the conference topics

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Drafting: editing and polishing

➢ Check for conciseness, coherence, focus of paragraphs

➢ Check grammar, punctuation, sentence structure

➢ Have a more experienced peer read and critique your abstract

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Checklist for conference abstracts

➢ Effective abstracts:

    ➢ Are accurate

    ➢ Are coherent and readable

    ➢ Are concise

    ➢ Summarize, describe and persuade

    ➢ Provide a sample for organizers to judge

    ➢ Meet the word count

    ➢ Meet the specific requirements linked to the conference

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To remember

- – Consider audience and purpose
- – Consider the general qualities of a good abstract
- – Analyze the call for papers: e.g. purpose, topics, sub-topics, special directions, headings, etc.
- – Use a systematic approach to prewriting, drafting and editing

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Where to get assistance

AU Write Site:

http://www2.athabascau.ca/services/write-site/coaching.php

Write Site Coordinator:

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