

How to Write an Abstract

- 1) Prior to writing, review abstract instructions carefully
 - a. Word / character count (+/- spaces)
 - b. Sections (e.g., introduction, methods)
 - c. Is a table or figure allowed? How does this effect the word count?
 - d. If you are submitting to a meeting, are you required to submit the article to a specific journal if accepted?
- 2) Title
 - a. For a meeting, choose a provocative title to spark the reviewers interest
 - b. Introduce the topic, but do not declare main findings or conclusion
- 3) Introduction
 - a. Introduce topic with a general big picture statement (1 sentence)
 - b. State the problem. Why is this study important and needed? (1-2 sentences)
 - c. List objectives: "Our objectives were 1) to...". No more than 3 objectives at most (1 sentence)
- 4) Methods
 - a. State data source(s) used and time period assessed
 - b. Discuss relevant exposure variables
 - c. Discuss comparison(s) made to answer the objectives outlined in the introduction and the specific method(s) used if relevant. Do not include simple methods (e.g., univariate statistics etc)
- 5) Results
 - a. Summarize the unit(s) of analysis (hospitals, patients).
 - b. Provide general characteristics of the population and hospital setting evaluated, as relevant to your objectives
 - c. Summarize exposure variable(s), if appropriate (e.g., treatment A, treatment B etc)
 - d. Discuss the results of the analyses as it relates to each objective
 - e. DO NOT make any editorial or concluding statements in results
- 6) Conclusion
 - a. Summary statement of main findings, as it relates to stated objectives.
 - b. Statement on the implication(s) and meaning of this study in a broad context.
 - c. Statement on next step(s)