

Learn to write abstracts. Follow the algorithm given below.

Step 1. Read the text (maybe not once) and state its subject-matter.
(a word of advice: a title of the text may be most helpful).

- a) Identify keywords related to the subject-matter.
- b) Use these words in key sentences.
- c) Define the subject-matter in a single sentence.

Step 2. State the aim of the publication.

- a) Find the information about author's intentions.
- b) Recognize both explicitly stated and implied intentions.
- c) State the aim of the publication in a single sentence.

Step 3. Identify the main ideas (factual info) and separate them from supporting ideas and evidence.

- a) Identify the key parts of the text (the keywords related to the subject-matter may be helpful)
- b) Separate the author's own ideas and arguments (original factual info) from the information he/she is simply presenting.
- c) Omit secondary (supporting) facts and describe the main ideas contained in the publications.

Step 4. Identify conclusions the author draws or implies in the publication.

Clichés common in abstracts

Some words and phrases commonly used to describe the subject-matter of the publication:

the paper deals with ..., the article describes ..., the book is devoted to ..., the subject-matter of the present paper is ..., the survey concerns ..., the review discusses ..., the article reviews ...

Some words and phrases commonly used to describe objectives of the publication:
the article is aimed at ..., the aim of the present paper is ..., the author's objective is ..., the author's intention is ..., the author intended to ..., the article is directed to ..., the goal of the article is ...

Some words and phrases commonly used to describe conclusions drawn from the publication:

thus ..., therefore ..., hence ..., consequently ..., to summarize ..., to sum up ..., data obtained give every reason to suggest that ..., the following conclusion can be drawn ...