



Pre-Ph.D. Course Work
Paper-1: Research Methodologies
Unit-1
Topic: Abstracting

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OUTLINE

- ❖ What is an abstract?
- ❖ Why we need an abstract?
- ❖ Types of abstracts.
- ❖ Comparison between abstract and introduction.
- ❖ How to write a good abstract?

What is an abstract?

- ❖ A concise and accurate representation of the contents of a document.
- ❖ Abstracts are miniaturised representation of the original document or write-up, providing a lead to the information required.
- ❖ They are produced to reduce the effort and time expended by users in searching and finding facts from the large output of research and scholarship, information by providing a summary of the contents of documents.
- ❖ Abstract writing allows the user know what the topic of a document is about, how it is structured as well as if it meets the information needs of the user.
- ❖ For a research article, the abstract should capture: The principal objectives and scope of work, Methodology, Results and Conclusions.

Source: 1. <http://www.slideshare.net/sheilawebber>

2. Indexing and Abstracting by Professor Niran Adetoro Department of Library and Information Science Tai Solarin University of Education, Nigeria

Why we need an abstract?

The reasons for abstracts are as follows:

- ❖ Abstract have become important tools today because of the paradigm shift of the world form collection to access.
- ❖ Abstracts have a pride of place in scientific literature, it is read much more times by people than those who hear or read the entire document or paper.
- ❖ Though writing an abstract may be tedious, it is enticing to readers who seek the information in abstracts thereby repaying the writer with increased impact.
- ❖ Abstract use keywords, which a vital to information retrieval in today's electronic documented scholarly environment.
- ❖ They are useful for current awareness services in libraries and information centers.
- ❖ Abstract can help meet the needs of information seekers as it help in inquiry answering and desk research.
- ❖ Abstract can be useful in the preparation of briefing and writing of reports.
- ❖ Abstracts are significant ingredient for the creation of databases worldwide.

Source: Indexing and Abstracting by Professor Niran Adetoro Department of Library and Information Science Tai Solarin University of Education, Nigeria

Types of abstracts

The abstract depends upon the nature of **Original Document** i.e., Scholarly Research Article, Opinion Piece, Lengthy Report, etc,. It may be classified as:

- ❖ Ordinary or **structured** abstract.
- ❖ Indicative or informative.

Structured abstracts

- Use headings to give the abstract a more obvious structure (though all abstracts should have a clear structure).
- Normally informative
- Research has shown that structured abstracts are quicker to read and understand
- When you are writing for a journal, then you will be told which headings to use

Cont.....

Indicative	Informative
<ul style="list-style-type: none">❖ Tells us the overall scope and purpose of the document❖ Indicates key themes, methods, conclusions❖ Enough information to tell us what it is about, not usually enough to substitute for document	<ul style="list-style-type: none">❖ Tells us the overall scope and purpose of the document❖ Informs us about key themes, methods, conclusions❖ May substitute for document if we only need the most important data.❖ Usually takes longer to write

Comparison between abstract and introduction

Abstract	Introduction
<ul style="list-style-type: none">❖ Makes sense by itself❖ Gives an overview of key points from the whole document and includes aims & conclusions❖ Only mentions points made in the document❖ Cites no references & includes no quotes from other authors	<ul style="list-style-type: none">❖ Provides an introduction to the work e.g. by explaining the aims, why the topic is interesting❖ Forecasts the structure of the work but does not give you substance about key points or conclusions❖ May include quotes and references

How to write a good abstract? ?

The following are useful guidelines for writing an abstracts:

- ❖ As we read over a paper being abstracted, highlight or copy sentences which summaries the entire paper or individual sections
- ❖ Write a sentence that summarizes the main point.
- ❖ Add sentences that summarizes sections.
- ❖ If we are writing an indicative abstract, then we must revise it.
- ❖ If we are writing an informative abstract, then we must check the paper for details of key finding and major conclusions.
- ❖ Read through each paragraph and write one phrase or sentence that captures the essence of each paragraph.
- ❖ Take this list of sentences or phrases and check whether they connections among them.
- ❖ After reducing our outline to four or five general ideas, we should have an indicative abstract.
- ❖ For informative abstracts, fill in the key details about the content of the paper.

References

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THANK YOU