

Massachusetts Annual Undergraduate Conference

SUGGESTED GUIDELINES FOR REVIEWING ABSTRACTS

SIGNIFICANCE

- ❑ Does the abstract exhibit student *mastery* of the subject, *independence*, and *creativity*?
- ❑ Does the abstract show *dedication* to scholarly impact and/or public service?

STRUCTURE

- ❑ Does the abstract clearly state the *purpose* of the project? Is the *rationale* for the project made clear ?
- ❑ Does the abstract clearly outline research or other *methods used in* the project?
- ❑ Does the abstract describe the *results* observed and the *conclusions* drawn from the project?

STYLE AND PRESENTATION

- ❑ Is the abstract *self-contained*? When it is read does it stand on its own or does it rely on references to other sources?
- ❑ Is the abstract both *concise* and *clear*?
- ❑ Are there *unfamiliar abbreviations* and/or *acronyms* in the abstract?
- ❑ Is the abstract written in the *third person*? (Abstract writers should use the third person unless use of the first person will avoid cumbersome sentence constructions.)
- ❑ If the author included *non-textual information* in the abstract (i.e., short tables, equations, formulas, diagrams, etc.), does it add to or detract from the abstract?