

HOW TO PREPARE A COMPETITIVE POGO ABSTRACT

An abstract is a concise, accurate, informative summary of a planned, ongoing or completed research study or clinical project. It should be self-contained and intelligible, independent of the original work. A well-written abstract allows a reviewer to quickly evaluate a study or project for topic significance, scientific merit, relevance or quality. The following guidelines have been developed to help you prepare a competitive abstract to submit to the annual POGO conference:

1. Develop a Central Focus

A successful abstract contains a clear, central focus. Identify and develop a focus such as a particular portion of the study/project or a particular perspective on it. Select an aspect of your work that is a problem of significance to POGO and has methods, findings and conclusions relevant to pediatric oncology professionals. The first sentence or two of the abstract text describing the purpose or problem should capture your major point or focus. Together with the title, this section reveals the primary objectives, scope and reasons why the project was undertaken.

2. Include Key Components

The key parts of the research process or clinical project should be included in abbreviated form. The literature reviews are usually omitted. The key components of all abstracts are: the title and author(s); problem/purpose; method; results; and discussion/ conclusion. Since abstracts are restricted to 450 words, it is important to capture the essential content of these components without losing the overall sense of the work. The goal is to present a concise and precise summary of your project/study with enough detail to permit understanding and evaluation.

3. Ensure a Professional Style

An abstract should be written in complete sentences that form paragraphs, rather than in point form or telegraphic style. Layout, spelling and other aspects of editing should be given close attention. Use the third person unless the first person avoids cumbersome sentences or clarifies meaning. Use the past tense to refer to completed work and the present tense to refer to work in progress or to results with continuing applicability.