



7th Edition

# Abstract and Keywords Guide

Abstracts and keywords are not typically required for student papers. Students should consult their instructor or institution to determine whether to include an abstract and/or keywords.

**ABSTRACT:** The abstract needs to provide a brief but comprehensive summary of the contents of your paper. It provides an overview of the paper and helps readers decide whether to read the full text. **Limit your abstract to 250 words.**<sup>1</sup>

## Abstract Content

The abstract addresses the following

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**KEYWORDS:** Keywords need to be descriptive and capture the most important aspects of your paper. They are used for indexing in databases and as search terms for readers.  
**acronyms as keywords.**

## Keywords Content

Keywords address essential paper elements, such as the following:

- research topic
- population
- method
- application of results or findings

## Keywords Format

- recommended fonts: 11-point Calibri, 11-point Arial, 10-point Lucida Sans Unicode, 12-point Times New Roman, 11-point Georgia, or 10-point Computer Modern (see Footnote 2)
- placement: second page of paper
- written one line below the abstract
- label: "Keywords:"
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