Abstract Guidelines for Research Conference

These are the minimal standards, which all abstracts should meet:

1. **Word count**: Your abstract should be between 200 – 300 words long, with 300 words as the definite upper limit.

2. **Format**: The abstract should be written in sentences, in one or two paragraphs, with careful attention to spelling and punctuation. Please include your name, the institution where you are registered and the degree programme which you are following (e.g. PhD or EdD).

3. **Theme**: A paper may present an aspect or summary of your research project and explore a particular issue related to the conference theme and the research student learning experience.

In order to make the process of submitting an abstract easier, here are some points you should bear in mind:

(i) **The overall aim of the study**: What do or did you hope to achieve by undertaking this work and perhaps some thoughts on why you thought it was important for the study to be done.

(ii) **The approach and design**: Is your project a quantitative or qualitative study or a mixed design and what design did you choose eg. survey, experiment, descriptive or ethnographic study?

(iii) **The sample you used**: What was the population that you targeted for your study (sample and sampling approach)?

(iv) **The methods**: How did you go about collecting the data?

(v) **The data analysis**: How did you analyse your data? In an abstract you do not need to give results as such, although a brief indication would be helpful, if available at this stage.

(vi) **The ethical consideration**: Make sure that your study is ethical and that this is conveyed in the abstract.

(vii) **Conclusions**: Mention the conclusions that you have drawn from your study.

(viii) **Recommendations**: For practice/service/further research/audit/education.