

Problem Solving

Package #3

- Creating an *Abstract*

The **abstract** is a condensed description of the entire project. It identifies the project's essential components in a concise, straightforward manner.

The purpose of the **abstract** is introduction, *not* explanation.

1) ABSTRACT

- 1a: Identify the project's central idea. This may be in the form of a thesis or mission statement. Comment on clarity.
- 1b: Is the problem and its relative importance clearly identified?
- 1c: Given the context of the abstract only, does the solution appear logical?
- 1d: Is the implementation of the plan presented in a concise, yet understandable form?
- 1e: Is the focus of the project clearly evident through the abstract?
- 1f: Comment on the abstract's overall effectiveness as an introduction to the project.
- 1g: Correct and/or note any mechanical errors.
- 1h: Make additional suggestions for improvement.

**IMPORTANT
NOTE:**

The most successful evaluations occur when the reader takes the point of view of someone who has absolutely no knowledge of the material beforehand. In this way clarity is emphasized and communication gaps are easier to identify.