

The 21st Career Development Seminar for Female Researchers

Seminar for writing an effective abstract in English

《Kasumi Campus》

Date: **18:00-20:00**, Tuesday, **March 24**

Venue: Medium Meeting Room, Koujin Conference Hall

《Higashi-Hiroshima Campus》

Date: **13:00-15:00**, Wednesday, **March 25**

Venue: Meeting Room, Administration Bureau Bldg. 4th Floor

AGENDA

■ Lecture (40 min)

Writing an Effective Abstract

- Importance of abstracts
- Essential elements of an abstract
- Different abstract styles: unstructured, structured, graphical
- Tips on writing an impressive abstract
- Common mistakes

■ Workshop (70 min)

Improving a Poorly Written Abstract

- Groups of 5 or 6 will need to determine how to improve a poorly written abstract
- Each group will present how they would improve the abstract
- The lecturer will then present how he would improve the abstract

Seminar will be conducted in English.

Seminar Fee is Free.
*Prior registration is required.

Accepting only the first 30 registrants from each campus.

Day nursery is available.
*Prior booking is required.

Participants should be faculty or researchers of Hiroshima Univ.
*Both women & men, and PhD candidates are welcome.

■ Call for 3 Sample Abstracts from Each Campus!

Candidates:

Those who have experiences submitting an English article to an academic journal or presenting at an international conference.

Required Format:

- A4*approx. 300 words
- Microsoft WORD
- in English

Pre-seminar editing:

Prior to the seminar, the instructor will edit all six abstracts and return them to each author. Common errors found in these abstracts will be discussed in the lecture "Common mistakes."

Deadline for Application:

If you would like to submit a sample abstract, please register for the seminar and indicate your willingness by Friday, Feb. 27. The organizer will contact the successful candidate from each campus by e-mail. The six successful candidates will each submit an abstract in a WORD file by Wednesday, Mar. 4.

Organizers: Writing Center, Hiroshima University

Gender Equality Promotion Office, Hiroshima University

Contact: Gender Equality Promotion Office E-mail: gender-eq@hiroshima-u.ac.jp

Registration: <http://www.hiroshima-u.ac.jp/wrc/>