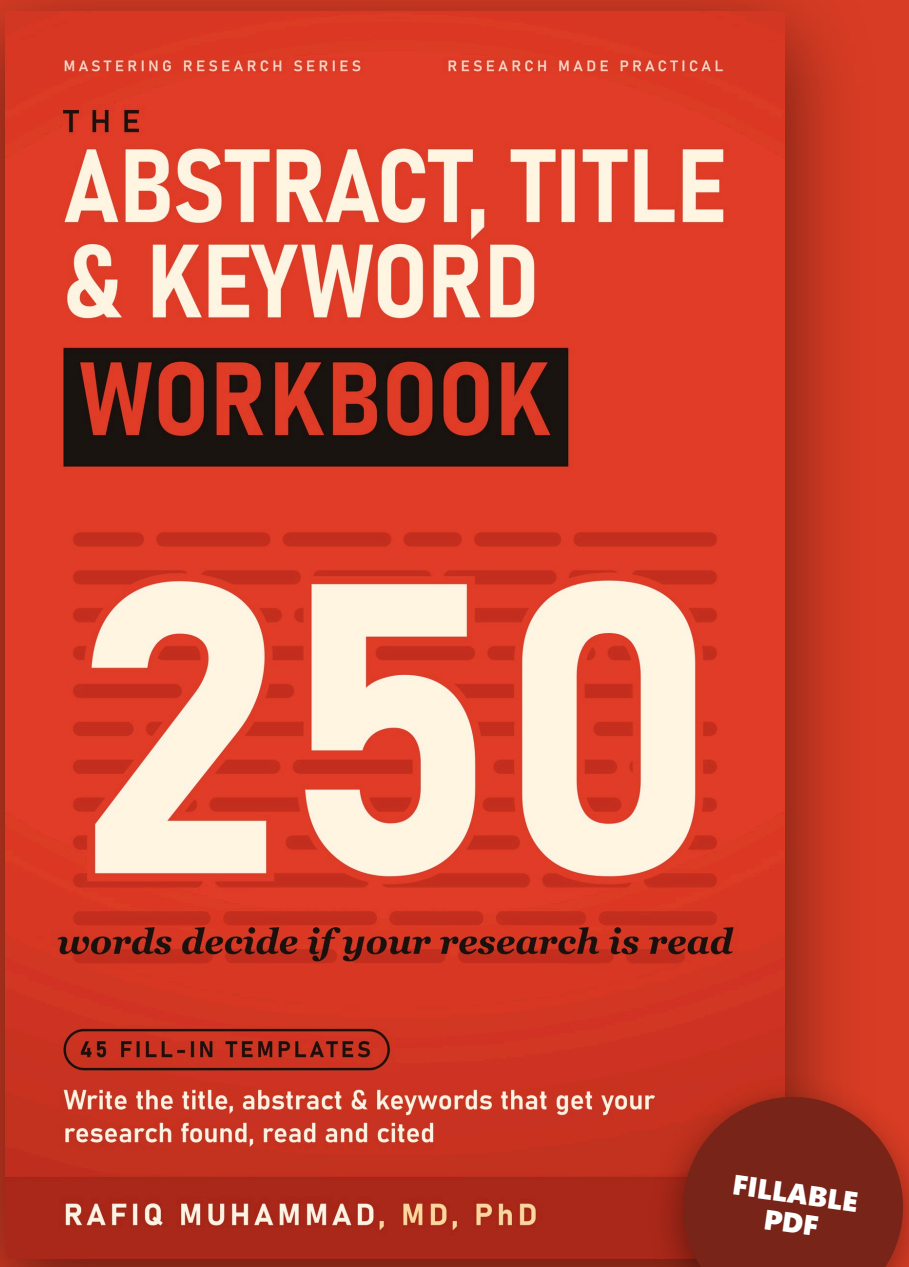
FILLABLE TEMPLATE KIT



The Abstract, Title & Keyword Template Kit

45 fillable templates · US Letter & A4 · type, save, print

The companion kit to the workbook shown above. It contains the templates only. The chapters and the completed examples are in the book.

Rafiq Muhammad, MD, MIHMEP, PhD · Kit Edition 1.0 · 2026 · KIT-WB12

How to use this kit

This kit contains every fill-in template from *The Abstract, Title & Keyword Workbook*, one per page, in the order you will use them. Each page tells you in a few lines how to fill it in.

> **On screen:** open the PDF in Adobe Acrobat Reader (free), Microsoft Edge, Google Chrome or macOS Preview. Click any white box and type; boxes grow to more lines where answers are long. Tick boxes with a click. **Save often** (Ctrl/Cmd + S) — your answers stay in the file.

> **On paper:** print any page; every box is sized for handwriting.

Working with a supervisor? Each template ends with a sign-off line, so you can bring pages to meetings as they are done.

First time doing this? The kit gives you the tools; the workbook teaches the method. *The Abstract, Title & Keyword Workbook* explains every template and shows a completed example of each one, built around a single study from start to finish.

The workbook, with a completed example of every template: https://www.gradsummit.com/workbooks/abstract-title-keyword-workbook/

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Template map

45 templates in the order the workbook uses them. Click a row to jump to it; tick **Done** as you finish each one.

#	Template	Page	Done
Chapter 1 · The 250 Words That Decide Everything			
1.1	The Discoverability Funnel Map	6	☐
1.2	"Written Last, Worst" Self-Diagnostic	7	☐
1.3	Title/Abstract/Keyword Vocabulary Decoder	8	☐
Chapter 2 · Know What You're Summarizing			
2.1	Core-Message Extractor	9	☐
2.2	The "So What?" / Significance Distiller	10	☐
2.3	Key-Elements Inventory	11	☐
2.4	One-Sentence Summary (the seed)	12	☐
Chapter 3 · Craft the Title			
3.1	Title Formula Bank	13	☐
3.2	Title A/B Comparison & Test Sheet	14	☐
3.3	Title Element Selector	15	☐
3.4	Title Trimmer	16	☐
3.5	Title-Type Selector	17	☐
Chapter 4 · Build the Abstract: The Core Structure			
4.1	Structured-Abstract Builder (IMRaD)	18	☐
4.2	Move-by-Move Content Guide	19	☐
4.3	"State the Result" Worksheet	20	☐
4.4	Background-to-Aim Funnel	21	☐
Chapter 5 · Abstract Variations			
5.1	Clinical Structured-Abstract Builder	22	☐
5.2	Qualitative Abstract Builder	23	☐
5.3	Mixed-Methods Abstract Builder	24	☐
5.4	Review/Systematic-Review Abstract Builder	25	☐
5.5	Format-Match Selector	26	☐
Chapter 6 · The Hook & the Opening			
6.1	Hook-Sentence Templates	27	☐
6.2	Generic-Opener Replacer	28	☐
6.3	Gap/Importance Opener Builder	29	☐
Chapter 7 · Compress to Length			
7.1	250-Word Compression Tool	30	☐
7.2	Wordiness & Redundancy Fixer	31	☐

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CHAPTER 3 · CRAFT THE TITLE

3.1 Title Formula Bank

Purpose: Generate strong title candidates from a bank of proven patterns, each with a fill-in formula — so you are never titling from a blank line.

Estimated time: 30–45 min

Completed example: Template 3.1 in The Abstract, Title & Keyword Workbook.

How to fill this in

1. Draft your own candidate from at least three different patterns — do not settle on the first.
2. Put your key searchable terms (variables, population) into every candidate; the pattern decides their arrangement.
3. Resist cleverness that costs clarity — a witty title that hides the topic loses the reader at the funnel's top.

Title Pattern	Fill-In Formula	My Candidate
Declarative (states the finding)		
Descriptive (names the variables)		
Question		
Two-part (colon: hook + specifics)		
Method-signaling		
Relationship (X and Y)		
Mechanism-led (the “why”)		

Output: Several title candidates drafted from distinct proven patterns — the raw material the A/B Comparison (3.2) scores and chooses among, and the swipe file you reuse on every future paper.

Supervisor sign-off	Date	Comments

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CHAPTER 4 · BUILD THE ABSTRACT: THE CORE STRUCTURE

4.4 Background-to-Aim Funnel

Purpose: Open the abstract efficiently — narrowing from one line of context to the gap to the aim — in the few sentences the abstract can spare.

Estimated time: 20–30 min

Completed example: Template 4.4 in The Abstract, Title & Keyword Workbook.

How to fill this in

1. Write one sentence of context — the broad problem — and resist a second.
2. Name the specific gap: what is not yet known that your study addresses.
3. State the aim or question in the study's own terms, leading into the methods.

Funnel Step	What It Does	My Draft
Context (1 line)		
Gap		
Aim		

Output: A two-to-three-sentence opening that funnels from context to gap to aim — the efficient start that leaves the word budget for the methods and results, ready to head the IMRaD builder (4.1).

Supervisor sign-off	Date	Comments

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End of the sample

This sample shows 2 templates: 3.1 Title Formula Bank; 4.4 Background-to-Aim Funnel.

The full The Abstract, Title & Keyword Template Kit has 45 fillable templates, each on its own page, with the template map, bookmarks and a Done box for every template, in US Letter and A4.

You can buy the full kit on the page where you downloaded this sample.

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