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The Benefits of Business Processes

Messa Student

College of Business, Dallas Baptist University

MANA 5023: Business Processes

Dr. Blossom Awesome

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The title page includes the title (in bold), the student's name, department, the institution name, the course designation and number, the course name, the professor's name, and date.

Abstract

The abstract is around 150 to 250 words. This element is different from an introduction; it is a brief (but specific) summary of the paper. Rather than including background or other information, the abstract contains specific facts that would not normally be addressed within the introduction. If the readers only reviewed the abstract, they should be able to understand the main points of the essay. This paragraph should not be indented. Many professors do not require an abstract, particularly for shorter papers; therefore, it is always best to check with the professor prior to submitting the final draft to determine the specific requirements. If there are keywords that need to be emphasized throughout the paper, then they can be mentioned in the abstract. If keywords are listed, they do not add to word count for the complete abstract. See the proceeding line for an example of how to properly include keywords in the abstract.

Keywords: business, processes, management, marketing, benefits



The abstract is around 150-250 words. This element is different from an introduction; it is a brief (but specific) summary of the paper. This paragraph should not be indented. Many professors do not require an abstract, particularly for shorter papers.

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