

### Summarizing

A summary is a restatement of the main ideas of a sentence or paragraph. Summaries provide the “gist” of another writer’s ideas. A summary is always shorter than the original sentence or paragraph. When summarizing, you must acknowledge or give credit to the source by using the original author’s name and sometimes a page number if available.

#### You need to

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| 1. Read the sentence or paragraph multiple times.  | 3. Write the text’s main ideas in your own words.   |
| 2. Take notes in your own words, or underline, circle, or highlight important words and phrases in the original sentence or paragraph. | 4. Consider noting important information when you summarize: Who, What, Where, When, Why. |

#### Example

In “Letter from a Birmingham Jail,” Dr. Martin Luther King, Jr., argues that nonviolent protest can be a powerful tool to fight injustice and states several reasons why nonviolent direct action is sometimes necessary to combat oppression.

### Paraphrasing

A paraphrase is a detailed restatement of the main ideas of a sentence or paragraph. Paraphrases “remix” two writers ideas together in a way that helps emphasize an existing point or make a new point for the second writer. A paraphrase is usually shorter than the original text, but not always. When paraphrasing, you must acknowledge or give credit to the source by using the original author’s name and sometimes a page number if available.

#### You need to

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|--|--|
| 1. Read the text multiple times.   | 3. Write the paraphrase and remix the source’s ideas with your own ideas.                  |
| 2. Take notes in your own words, or underline, circle, or highlight important words and phrases in the original sentence or paragraph. | 4. Consider noting important information when you paraphrase: Who, What, Where, When, Why. |

#### Example

Original: The contemporary church is so often a weak, ineffectual voice with an uncertain sound.

Paraphrase: Dr. King writes that in our contemporary culture the church has lost much of its strength and that its pronouncements are often ineffective and not heard by many people.

Source for original text: King, Martin Luther. "Letter from a Birmingham Jail." *The Best American Essays of the Century*, edited by Joyce Carol Oates and Robert Atwan, Houghton Mifflin Company, 2000, pp. 263-79.