

Summarizing

When you give the most important information about a published piece of writing in 1 or 2 sentences

It should be the main idea of the story

Steps to Summarize:

- 1) List the most important details of the story
- 2) Use your list of details to identify the main idea of the story
- 3) Include the 5 Ws in your summary statement
- 4) Write your summary statement using your own words and the 5 Ws

Paraphrasing

Restating published writing in your own words

It can be shorter or longer than the original writing

Steps to Paraphrase:

- 1) Identify the main idea
- 2) Change the words and word order
Replace some words with synonyms
- 3) Change the structure of the paragraph
Combine sentences that are related
Insert key important words and phrases
- 4) Write about it in a different way