

Name _____

Period 1 2 3 4 5 6 7

Summarizing, Paraphrasing, and Quoting

Summarizing, paraphrasing, and quoting are three ways of using information for researching a report/project/paper. It is important to summarize, paraphrase, and quote correctly to avoid the problem of plagiarism. However, these techniques take practice.

Directions: The following paragraph is reproduced from an interdisciplinary unit on Native Americans published by Teacher Created Resources, Inc. The author is Jo Green. Assume you found this paragraph while doing your research and want to incorporate it into your research report/project/paper.

Long ago in Middle America, there were small, wandering groups of hunters who were equipped with flaked knives, pebble tools, and choppers. Half or more of their food they got from hunting, and the rest was from wild vegetable sources which included species that would later become domesticated plants such as gourds, pumpkins, peppers, and runner beans. Shortly after 6500 B.C., some inhabitants began to cultivate cotton, chili peppers, and a type of squash. The people became dependent on these plants, and as they did, they began to adjust their hunting patterns to seasonal changes. This encouraged two or three families to settle down together each year in order to cooperatively harvest these vegetable foods.

Practice summarizing, paraphrasing, and quoting by doing the following:

1. To **summarize**, read this passage and without looking at it again, rewrite the main points in your own words in three sentences or less. Do not include your own interpretations. Do not add your own ideas. After finishing, check your accuracy.

2. To **paraphrase**, read this passage and do not look at it again. Rewrite the passage in your own words including all the points made by the author. Do not offer your own ideas or interpretations. After finishing, check for accuracy.

3. To **quote**, copy the author's words exactly and place them within quotation marks. Include all punctuation and capitals. Put the third sentence in quotations.

DON'T FORGET to put a citation at the end of the direct quote. If you forgot how to cite a source using MLA documentation, ask the teacher for a resource book such as Write for College or Writers Inc. All Seymour High School English teachers have a class set available for student use.

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