

Comparing Paraphrase and Summary

Paraphrase	Summary
<p>A paraphrase must be accurate.</p> <p>A paraphrase must be complete.</p> <p>A paraphrase must be written in your own words.</p> <p>A paraphrase must make sense by itself.</p>	<ul style="list-style-type: none"> • Reports your understanding to your reader. • Records a relatively short passage. • Records every point in the passage. • Records these points consecutively. • Includes no interpretation. <ul style="list-style-type: none"> • Reports your understanding to your reader. • Records a passage of any length. • Selects and condenses, recording only the main ideas. • May change the order of ideas, when necessary. • May include some interpretation, depending on the purpose of the summary. <p>A summary is comprehensive.</p> <p>A summary is concise.</p> <p>A summary is coherent.</p> <p>A summary is independent.</p>

A general rule of thumb is that a summary is roughly 25% the length of the original.

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21G.228 / 21G.227 Advanced Workshop in Writing for Social Sciences and Architecture (ELS)
Spring 2007

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