**Part I. Read the information below and answer the questions at the end.**

Writing a summary is a common way to process the information you read, whether it is an article or a book. Skim the book or the article first, and then read it thoroughly in preparation for taking notes. When you get to writing your summary, rely on your memory first to make sure the summary is in your own words. Then revise it to ensure that your writing is clear and the grammar, punctuation, and spelling are all perfect.

**Read the piece thoroughly.** You should read the article or the book without making any kind of marks. Instead, focus on really understanding what the author is saying. This might mean that you need to read one sentence or paragraph more than once. You might also want to reread the whole piece.

**Write down what you think the main point of the piece is.** This will help you start to put the piece's arguments in your own words. You can also ask yourself what point or points or themes come up throughout the entire piece. The title can also give you a tip as to the main point of the piece.

**Reread the book or article, taking notes on the major points of it.** Once you know for sure what the author's main point is, reread the piece, looking for the ways they support that point. You can find supporting evidence by looking for details that refer to the title. Write down each time you find important evidence.

**Don't focus on all the examples that the author uses to support those points.** You only need to know what they are arguing. Avoid rewriting every single thing that happens in the piece. Focus instead on the major points and the main motivator for those points. Do not include everything that happens along the way.

**Start with the source’s information.** You should start every summary with the author and the article’s title. This lets your reader know that you are summarizing what someone else has written.For example, you can start with something like “George Shaw’s '‘Pygmalion’' is a play that addresses issues of class and culture in early twentieth-century England.”

**Work from memory to write the main point of each section.** Without looking at your notes, write a first draft that includes the main point of each section in your own words. A summary should not just repeat what the original author said, so using your own words is very important. If you absolutely must use the original author’s words, put them in quotation marks. This tells your reader those words are not yours. Not doing this is academic plagiarism.

**Present the material in a neutral fashion.** As you write, make sure you are only summarizing the original piece of writing. You should not be inserting your own opinions of the piece or of the events the piece covers. Instead, only summarize what the original author said.

**Use language appropriate to a summary.** You want your reader to know that you are summarizing another person’s arguments. So you should occasionally use phrases like “the author argues,” or “the article claims” when you are presenting those arguments. This reminds the reader that it is not your piece, but someone else’s.

**Reread the draft you wrote from memory against your notes.** Take your notes out and compare them to your from-memory draft. If there is anything major you forgot to include, put it in your second draft.

**Eliminate repetition.** Sometimes in an article or book, the author might make the same point multiple times as a way to underline their main points. In your summary, you do not need to do this. When you are rereading your summary, delete any repetitive points – even if the author makes them multiple times, you only need to make them once.

**Add transitions where necessary.** If you are focused on getting all of the main points down, you might not be paying attention to how the paragraphs of your summary fit together. When you revise, make sure that you connect each paragraph to the next, and back to the main point.

**Check for grammatical and spelling errors.** Once you have finished revising the arguments in your draft, make sure there are no spelling or grammar mistakes. Look for any additional or missing punctuation and correct that as well.

**Check your length.** Once you have added anything you might have forgotten to your summary, check how long it is. A summary should be around **one quarter** the length of the original piece. So if the original piece is 4 pages long, your summary should be no more than a page.

**Questions**:

1. Can you write a summary without reading the original book or article first? \_\_\_\_\_\_\_\_\_\_\_\_\_

2. Can you write a summary without taking notes of the main points of the book or article? \_\_\_\_\_\_\_\_\_\_

3. Can you write a summary in your own words (instead of the author`s words)? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

4. Can you mention in your summary all the examples that the author gave? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

5. Can you present your own opinion in a summary? \_\_\_\_\_\_\_\_\_\_\_\_

6. Can you repeat the main idea of the book or of the article several times in your summary? \_\_\_\_\_\_\_\_\_\_\_

7. Can you add connectors to link the main points of the book/article together in your summary? \_\_\_\_\_\_\_\_\_

8. Can you rely only on your memory to recall all the main points of the book you summarized? \_\_\_\_\_\_\_\_

9. Can you mention the author`s name and the book`s title in the beginning of your summary? \_\_\_\_\_\_\_\_\_

10. Can your summary be longer than one quarter of the length of the original piece? \_\_\_\_\_\_\_\_

**Part II. Read the synopsis of six famous novels and match them with their titles:**

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| --- | --- |
| **A**. This novel tells of the doomed XIX century love affair between a sensuous and rebellious married woman and a dashing army officer. Tragedy unfolds as the woman rejects her passionless marriage and must endure the hypocrisies of society. Set against a vast and richly textured canvas of nineteenth-century Russia, the novel's seven major characters create a dynamic imbalance, playing out the contrasts of city and country life and all the variations on love and family happiness. Beautiful, vigorous, and eminently readable, this novel will be the definitive text for generations to come. | **B**. This novel chronicles the "Jazz Age" era in the USA in the XX century. Following the shock and chaos of World War I, American society enjoyed unprecedented levels of prosperity during the "roaring" 1920s as the economy soared. At the same time, Prohibition, the ban on the sale and manufacture of alcohol made millionaires out of bootleggers and led to an increase in organized crime. Nick Carraway, the main character of the novel, idolizes the riches and glamor of the age, but he is uncomfortable with the unrestrained materialism and the lack of morality that go with it, a kind of decadence. |
| **C** This Spanish novel published in two volumes, in 1605 and 1615 is considered the most influential work of literature from the Spanish Golden Age. The story follows the adventures of a noble man who reads so many chivalric romances that he loses his sanity and decides to set out to revive chivalry, undo wrongs, and bring justice to the world. He recruits a simple farmer, Sancho Panza, as his squire, who often employs a unique, earthy wit in dealing with his master. They both endure privations, injuries and humiliations before they finally return to their home village. | **D** The novel tells the story of the rise and fall of the mythical town of Macondo in Latin Amarica through the eyes of the several generations of the Buendía family. It is a rich and brilliant chronicle of life and death, and the tragicomedy of humankind. Love and lust, war and revolution, riches and poverty, youth and senility, the variety of life, the endlessness of death, the search for peace and truth dominate the novel. Whether he is describing an affair of passion or the corruption of government, the author always writes with the simplicity, ease, and purity that are the mark of a master. |
| **E** This novel charts the emotional development of the protagonist who learns the error of making hasty judgments and comes to appreciate the difference between the superficial and the essential. It depicts the manners, education, marriage, and money in the British Regency. Mr. Bennet of the Longbourn estate has five daughters, but his property is entailed, meaning that none of the girls can inherit it. His wife has no fortune, so it is imperative that at least one of the girls marry well in order to support the others on his death. The novel revolves around the necessity of marrying for love, not simply for monetary reasons, despite the social pressures to make a good match. | **F** This novel presents an individual’s alienation in a heartless world. Holden is a teenager who seems only to connect with children younger than him, those who have not yet been scarred or corrupted by the heartless world around them. He increasingly isolates himself by finding fault with others, getting tossed out of boarding school, ruining every chance he has to establish a romantic relationship, and voicing his paranoia and disdain about the world to anyone who will listen. The readers look into the mind of a character whose world is crumbling around him and he is crumbling with it. It highlights the importance of getting the necessary help for teenagers who are dealing with grief. |

1. **One Hundred Years of Solitude** by Gabriel Garcia Marquez

2. **The Catcher in the Rye** by J. D. Salinger

3. **The Great Gatsby** by F. Scott Fitzgerald

4. **Pride and Prejudice** by Jane Austen

5. **Anna Karenina** by Leo Tolstoy

6. **Don Quixote** by Miguel de Cervantes

**Part III. Read this newspaper article and write a summary**

I still remember growing up in China in the 1970s, when my mother and neighbors would use their ration tickets to buy meat at a state-run store. Very little thought went into shopping because there was not much to buy. People simply bought what little was available. Even in the 1980s, shopping in Beijing was little better. Back then, shopping was just something you had to do to get what you needed. It certainly wasn't the big extravaganza it has become with the popularity of Singles Day.

Now in its ninth year, the day is officially called the 11.11 Global Shopping Festival. 11.11 stands for the 11 November, when it is held. The two numbers were chosen to symbolize the wishes of single people to be in a relationship, as two elevens next to one another appear like two couples. It was originally a non-commercial festival started by male college students who did not have a girlfriend. They created a day to get together to celebrate bachelorhood. Then, the Chinese retailer Alibaba caught on to it and has turned it into the largest online shopping day in the world. Alibaba says more than one million retailers worldwide took part this year, including US department store Macy's.

Alibaba says this year's sales amounted to $25.3bn (£19bn), $7.5bn more than in 2016. Only half way into this year's Singles Day, sales had already surpassed last year's total. I digest these figures and my mind flashes back to childhood images of everyone wearing the same style of button-down shirts and elastic-waisted baggy trousers - so-called Mao suits. We were lucky if we got a set of new clothes once a year. Relatives and friends have proved to me how widespread Singles Day has become. One of my cousins buys six months' worth of household supplies on that day. A friend spends as much as $500. Some people spend much more. Even my uncle in his seventies has jumped on the bandwagon this year, buying underwear and snacks online.

I attribute this dramatic change to Chinese people's strong sense of curiosity and willingness to try new things. After all, they had few choices in previous decades, but also to their love of a good bargain. Discounts can be 30% or more, but there is a limited supply on the best buys, so shoppers stay up past midnight on their computers to fight for the good deals. Shoppers can use apps to virtually try on clothes before they buy them. Ahead of Singles Day there are a lot of events, including a four-hour fashion show. Viewers on their mobile phone can immediately make online purchases of the clothes they see the models wearing. Local shops can deliver to their door.

The traditional Chinese values I was raised on - thriftiness, frugality, and getting by with what you own have been shoved aside, at least by some well-to-do and increasingly wasteful middle-class urban dwellers. Some people have become so hooked on materialism that they have become credit card slaves, owing huge debts.

Regardless, Singles Day is a wakeup call for the rest of the world, especially companies wanting to sell to Chinese people. They have got to do things the Chinese way if they want to win them over. China is no longer just following; it is leading the world in e-commerce and consumer engagement. At the stroke of midnight, when the world's biggest online shopping event came to an end, the staggering sales figure on Alibaba's website was a sign of just how much China has changed.

http://www.bbc.com/news/world-asia-china-41954591

Summary

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