

## РЕФЕРИРОВАНИЕ НАУЧНЫХ ТЕКСТОВ

**Реферат (summary)** (от лат. «*refero*», что означает «сообщаю») представляет собой краткое изложение содержания источника с раскрытием его основного содержания по всем затронутым вопросам. Он должен дать читателю объективное представление о характере освещаемой работы, изложить наиболее существенные моменты ее содержания. В ходе реферирования всегда выполняются две задачи:

- 1) выделение основного и главного;
- 2) краткое формулирование этого главного.

Существует несколько **обязательных характеристик** хорошего реферата:

- Оно должно точно и адекватно передавать содержание текста оригинала.
- Оно должно быть кратким и содержать только важную информацию.
- Следует избегать повторов, подробных описаний и примеров.
- Прочитав реферат, человек, незнакомый с оригиналом, должен понять основную мысль первоначального текста.
- Не допускается полное цитирование текста оригинала.
- Допускается изменять порядок предложений, мыслей, структуру текста оригинала с целью сделать реферат более понятным и логичным.
- Объем должен составлять не более 1/3 или 1/4 оригинала.

### План-схема реферата

1. **Вступление.** Полное название реферируемого текста со всеми выходными данными (автор, издано где, когда, кем, из какого источника). Формулировка основной темы текста.
2. **Основная часть.** Описание основного содержания, проблематики, принципов и методов исследования, специфических характеристик.
3. **Заключение.** Выводы, которые делаются в статье или выводы автора реферата о практической ценности информации, полученной в процессе реферирования.

### Summary Key Points

#### Introduction

- Start your summary with an overview of the article which includes the author's name and the title of the article.
- Finish with a thesis statement that states the main idea of the article

#### Body Paragraphs

- The number of paragraphs in your summary depends on the length of the original article
- Your summary should be about one third the length of the original article
- Start each body paragraph with a topic sentence
- Each paragraph focuses on a separate main idea and just the most important details from the article
- Put the ideas from the article into your own words. Avoid copying phrases and sentences from the article
- Use transitional words and phrases to connect ideas

#### Concluding Paragraph

- Summarize the main idea and the underlying meaning of the article.

## SUMMARIZING AUTHENTIC PROFESSIONAL TEXTS

### PLAN OF YOUR SUMMARY

#### Introductory part

- State the title(headline) of the text
- State the author (authors) of the text and the source of publication (information)
- Define the style of the text (narrative, descriptive, directive, expository, argumentative)
- Identify its genre (official, scientific, publicistic, belles-lettres)
- Define the theme (topic) and the main aim (purpose) of the text
- Identify the number of parts (not paragraphs) the text can be logically divided into

#### Main part (*analyse each of the identified parts of the text*)

- Define the purpose of the part in the text
- Sum up and present the meaningful information of the part in your words
- Support your words with some key details from the original text
- Reveal the logic of the text development

#### Conclusion (*inference/conclusion and evaluation*)

- State your personal opinion (impression) of the text
- Present your personal view on the topic (problem)

### EXPRESSIONS AND PHRASES TO BE USED WHILE RENDERING THE ARTICLE

| Key points   | Some expressions to be used while rendering the text  |
|--|---|
| 1.1 The title of the article   | The title of the article (text) is ...<br>The title of the article (text) under consideration is ...<br>The text is headlined...<br>The headline of the article I've read is ....   |
| 1.2. The author of the article<br><br>Where/when the article was published       | The author of the article (publication) is ...<br>The article (text) is written by ...<br>It is (was) published in ...<br>It is (was) printed in ...  |
| 1.3. The topic (main idea) of the article<br><br>The aim(purpose) of the article | The main idea of the article (text) is ...<br>The article (publication) under consideration is about ...<br>The text is devoted to ...<br>The text deals with ...<br>The article touches upon the problem concerning ...<br>The purpose of the article is to give the reader some information on ...<br>The aim of the article is to provide the reader with some data (facts) on ...   |
| 2. The contents of the article   | This publication can be logically divided into ... parts.<br>The first part deals with...<br>The author starts by telling the reader that ...<br>The second covers the events ...<br>The third touches upon the problem of ...<br>The fourth part includes some ...<br>The author concludes that...<br>The final part proposes (summarises) ...<br><br>At the beginning the author describes (explains, analyses, comments on, characterizes, underlines, introduces) ...<br>The article begins with ...<br>The article opens with ... the description of (a review of, the analysis of, the characterization of) ...<br>After that (further on, next) the author gives a detailed description of ... |

|  |   |
|--|---|
|  | The author examines ...<br>He considers ...<br>The article gives a detailed analyses of ...<br>The text gives a valuable information on ...<br>It shows the advantages and disadvantages of ...   |
| 3.1. Vocabulary of the article                                       | While reading I've come across some topical words and expressions like...<br>A great number of words belong to the topic ...<br>The author's vocabulary is rather vivid, poor, rich ...<br>The author resorts to colourful general phrases ( clichés, stable statements, understatements, exaggerations, words with negative/positive connotation, fine words, descriptive adjectives, comparisons) to create a vivid picture (a humorous effect) to enforce the influence on the reader.<br>We see the author's mastery in conveying the main idea to the reader with the help of the phrases (parenthesis, sayings, proverbs) ... |
| 3.2. Your personal opinion/impression<br><br>The audience of readers | I found the article (rather) interesting (important, useful) as / because...<br>I think / In my opinion the article is (rather) interesting (important, useful) as / because...<br>I found the article too hard to understand (rather boring as) because...<br>The article is of great help to ...<br>The article is of interest to ...<br>The information may be of interest to ...  |
| 3.3. Personal view on the topic/problem                              | The message of the writer is clear to understand but ...<br>I share the author's view ...<br>I see the problem in a different way ...<br>I don't quite agree with the fact (that) ...   |

## I CAN STOP STRESS WRECKING YOUR LIFE: PAUL MCKENNA REVEALS HOW TO MANAGE YOUR ANXIETY

By Paul McKenna  
 Updated 5 September 2020  
<https://www.dailymail.co.uk/>

**The article under consideration is headlined** "I Can Stop Stress Wrecking Your Life". **The author** of the given article is Paul McKenna. The article is **taken from** the popular British newspaper "Daily Mail".

The author is a therapist and he looks at the problem from the medical point of view. He tries to analyze some new research, that's why **I can characterize this article as argumentative**. The **genre** is publicist. **The central idea of the article is** to explain the nature of stress and show its negative influence on people's life.

The author **shows** the reader some techniques how to manage anxiety and solve some problems concerning stress. The article can be **logically divided into** three parts.

**The first part devotes to** the description of the author and his unique stress-control system to help manage it more effectively. He **underlines** that stress is supposed to be the body's natural response to threat, but actually it's an increasing cause of illnesses in modern life.

**The second part reveals** the reasons of stress. **According to the author's point of view** the most spread reason for stress is body overworking and burnouts at the workplace. Dr. McKenna **states** that modern phenomenon "being stressed" is the result of one body system overworking.

**The third part points out to** the people's ability to control stress. **Further on** the author explains how people get addicted to stress. He **concludes by** providing some useful advice how to avoid stress, bring it under control or subdue it.

**The main problem discussed in the article** is stress and its consequences, namely serious illnesses. It's very important for me that this article offers some practical answers to this problem as do sports, take some time out and find work-life balance.



**The author's vocabulary** is rather vivid and rich. A great number of words **belong to the topic of** medical issues and stress research.

**I think** that the issue of stress is very serious in today's world and it effects **many people at the workplace**: not only employees, but also their employers. People need to learn how to change their response to stress and worry, and as a result, they will have more energy, become more efficient and effective, their levels of happiness will improve significantly.

**From my point of view** there should be some relaxing rooms and zones where people can unwind and have a break during working days. It would be a splendid opportunity to satisfy both sides: employers and employees.

### **The article "*The Right For Personal Space*"**

**The article under consideration is headlined "*The Right For Personal Space*".** In the current article the author speaks at length about a **burning issue of all times** which is a **problem of discrimination**. It is the descrimination against men, to be precise, that is touched upon by the author who lays stress on the oppression of inviolability as well as indispensibility of a person's private space.

**The article opens in** a brief description of the way of living in a society of former USSR when people even though were used to being deprived of their rights were still longing to get appartments of their own, so that they could feel safe in a so-called "personal space" of theirs. **Afterwards the author moves on** to defining the term "**personal space**" in odrer to provide the readers with the information necessary to get involved in further reading. He difines the term-in-question as a part of a territory that "belongs" to one definite owner and essentially enables one to stay there on one's own with no fear of a suddent intrusion of "aliens". **According to the author's point of view**, it is not only the chattels to be termed as a private or personal space, but clothes even. To put it in shorter words, one must not trespass on anyone's private zone without asking in advance.

**Further on** the author reminds his readers of some historic examples of the oppression of people's rights for their intimate areas. **He starts with** describing different attidute towards some areas of men-women's employment, goes on giving examples of high fences around people's houses, and ends up with the issue of public baths. The author claims that these aspects led to a resolution to create segregated lavatory rooms, single-sex saunas and changing-rooms, which depicted the progress towards equal rights in the USSR.

**However, in the next passage the author points out** the idea that all those restrictions placed were actually to guard women, rather than men. Holding on to the matter of man's rights, the author cites an example of "lovely" **female janitors and maids occurring in men's toilets or baths with men inside!** Similar situation can hardly take place in a ladies' WC. **To continue the author tells a story of** an American woman winning a right to use a gents' WC, whilst there's

---

hardly any man to gain such a right. Being put under arrest is what he is more likely to achieve even if seen near the ladies' refreshroom, since it's against the law in the US. **The author gives more examples**, such as female teachers entering boys toilets in search of smokers, female doctors examining 18-year-old future soldiers and so on. These examples lay stress on the ideas of the article.

**The author draws conclusion by** saying that the only way to advance the case of equal rights for a safe personal space is to teach boys just as well as girls to value their intimacy. **So, to sum up the ideas mentioned I personally agree that** the issue of men's deprivation of private place without a shadow of doubt is a subject for discussion. Yet, I still see no sence in putting this idea into such a exaggerated manner as the author did. What we all need to remember is that every one and all deserve a right for safety, comfort and ease of existance, no matter if one's a male or a female. My space is my space.