

METHODS OF CRITICAL READING: SUMMARIES

Learning Outcomes

- By the end of this session students will have demonstrated the ability to identify the steps of writing a formal academic summary.

Summaries

- Condenses someone else's ideas in an unbiased way.
- Usually $\frac{1}{4}$ of a page.

Summary Steps

- Introduce the source (title, author & date should be the minimum)
- Example: The “Many Adventures with Cheese” was written by Bob Smith and published in the magazine *For Cheese Lovers Only* in May of 2015.

Step 2

- Determine the thesis/claim or purpose of the article and restate it in your own words.
- Example: In the article, Smith argues that cheese is something that every person in the world should eat each and every day.

Step 3

- Identify the key supporting points.
- Example: Smith goes on to claim that cheese is an invaluable part of a balanced diet. He also states that cheese is good for developing healthy bones. Finally, he indicates that cheese is especially tasty when melted.

Step 4

- Write a concluding sentence.
- Include any recommendations that the author may make.
- Example: Smith concludes by determining that only once people have been further educated on the benefits of cheese will we live in a world where cheese is enjoyed on a daily basis.

General Guidelines

- Always paraphrase
- No stats or facts needed
- Can include a quote or cited material if necessary.
- Unbiased account of the original

Glosses

- A one sentence summary of a paragraph.

Activity

- Read the article you have been given.
- Write glosses for the first five (5) paragraphs.
- Summarize the entire article in five (5) sentences maximum.

References

- White, Fred. D. & Billings, Simone, J. (2013). The Well-Crafted Argument. Wadsworth.

The End



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