



Presented by *Fatima Fostok*

# English Skills

Designed by *Bahaa Janbein*

## Session 7

Paraphrasing &  
Summarizing

# **Zoom Rules:**



- 1- Please have your camera on if possible**
- 2- Keep your self muted**
- 3- Raise your hand to ask or answer**

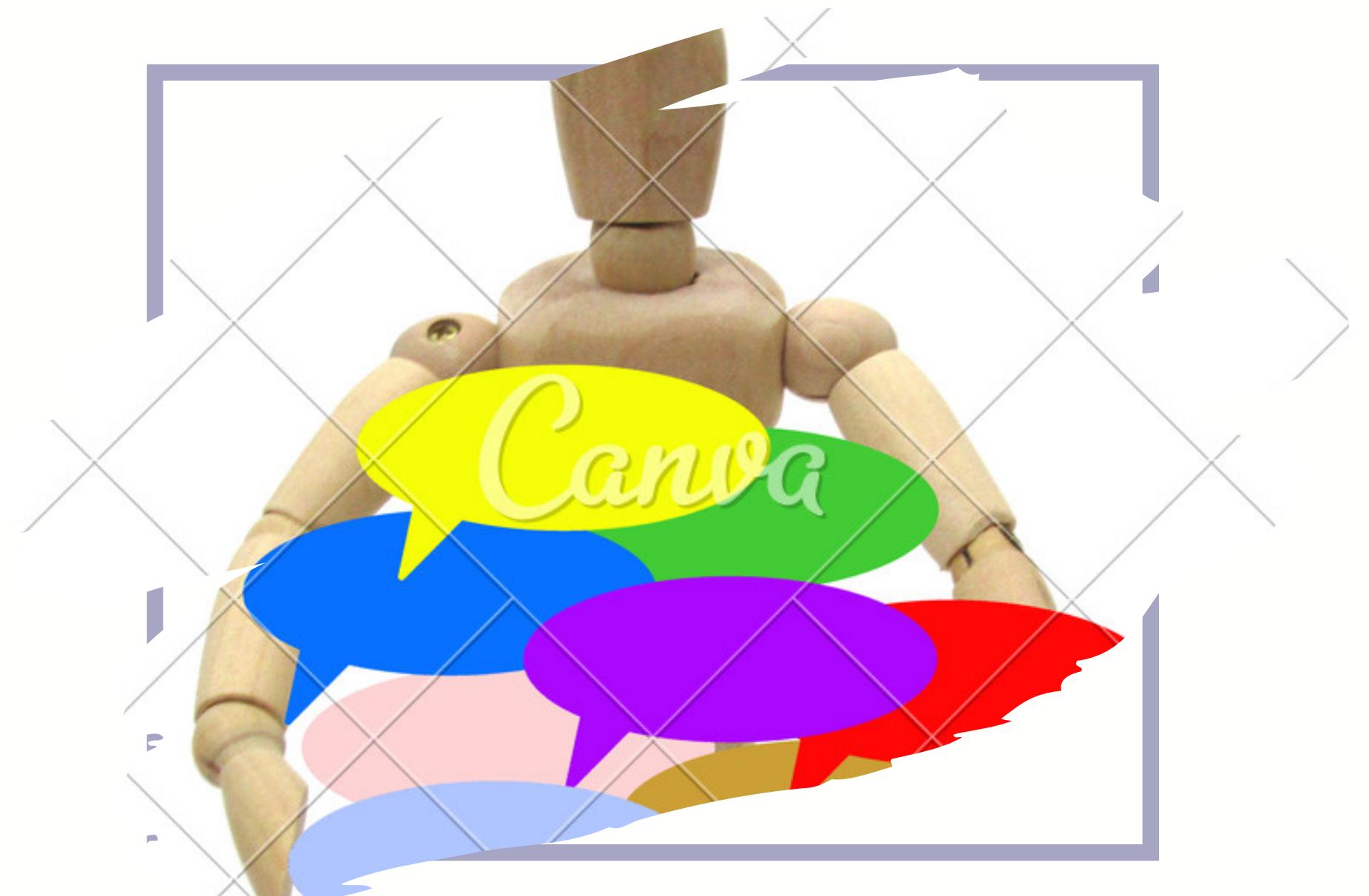


# INTRODUCTION

Paraphrasing and summarizing are essential skills in academic writing. They help you convey complex ideas in your own words while retaining the original meaning. Practice regularly with different sources to improve your skills.

# IMPORTANCE OF PARAPHRASING AND SUMMARIZING IN ACADEMIC WRITING

Paraphrasing and summarizing are essential techniques for academic writing. Paraphrasing rewrites text in your own words while summarizing condenses information. Both help to avoid plagiarism and communicate ideas effectively.



# PARAPHRASE

A paraphrase is a detailed restatement in your own words of an passage. Apart from the changes in organization, wording, and sentence structure, a paraphrase should be nearly identical in meaning to the original passage.



# WHEN PARAPHRASING, ONE SHOULD:

1. Mention the author's name, the text's title, and the number of the paragraph or sentence in the first sentence. (Citation)
2. Include all important ideas and details mentioned in the original passage.
3. Keep the length approximately the same as the original
4. Be objective: Do not change the meaning by adding your opinion.
5. Preferably use the simple present tense. 6. Use simple words by using synonyms of the words.
6. Change the kinds of sentences (simple, compound, and complex)
7. Use third person point of view.



# TECHNIQUES FOR EFFECTIVE PARAPHRASING

Read the original text carefully to understand its meaning.

Use synonyms and different word choices while maintaining the original meaning.

Change the structure of the sentence while keeping the original message intact.

# SUMMARIZING

A summary is a condensation of the main ideas in a selection. A summary should contain only the main idea and leave the details.



# WHEN SUMMARIZING, ONE SHOULD:

1. Mention the author name, text's title, and the number of the paragraph in the first sentence. (citation)
2. Include the main ideas only.
3. Do away with details and superfluous additions.
4. Follow the text's original order of ideas.
5. Be faithful/accurate to the author's point and ideas (we shouldn't include our own opinions).
6. Follow the chronological/time order of events and the cause-effect chain.
7. Use our own language (avoid copying from the original text).
8. Preferably use the simple present tense



# TECHNIQUES FOR EFFECTIVE SUMMARIZING

Identify the main idea or purpose of the original text.

Use your own words to condense the information, leaving out unnecessary details.

Check your summary against the original text to ensure accuracy and completeness.

# THE DIFFERENCE BETWEEN PARAPHRASING AND SUMMARIZING

Paraphrasing involves restating a text in your own words, while summarizing involves condensing a text to its main points.

Both require proper citation.



# ACTIVITY TIME

A classroom scene with students raising their hands. In the foreground, a boy with glasses and a blue shirt raises his hand. To his right, a girl with long brown hair tied back in a bun also has her hand raised. Other students are visible in the background, some with their hands raised. A world map is on the wall in the background.

# ACTIVITY 1

Paraphrase and then write a summary of the following

The COVID-19 pandemic has had a significant impact on the global economy, with many businesses forced to close or reduce their operations. This has led to widespread job losses and economic hardship for many individuals and families. Governments around the world have implemented various measures to support businesses and individuals during this challenging time, such as stimulus packages, unemployment benefits, and tax relief. However, the economic recovery has been slow and uneven, with some industries and regions more affected than others. It remains to be seen how long it will take for the global economy to fully recover from the impact of the pandemic.



# SUMMARY



The COVID-19 pandemic has caused job losses and economic hardship globally, with government support measures such as stimulus packages and unemployment benefits being implemented. However, the economic recovery has been slow and uneven.

# PARAPHRASE

The impact of the COVID-19 pandemic on the global economy has been significant, leading to the closure or reduction of many businesses and resulting in job losses and economic hardship for individuals and families. Governments worldwide have responded with various measures to support those affected, including stimulus packages, unemployment benefits, and tax relief. Despite these efforts, the economic recovery has been slow and uneven, with some industries and regions more affected than others. There is uncertainty regarding the duration of the recovery period required to fully restore the global economy from the pandemic's consequences.



## ACTIVITY 2

Paraphrase and then write a summary of the following



Climate change is a pressing global issue that has significant implications for the environment, economy, and society. The Earth's temperature is rising at an alarming rate due to the emission of greenhouse gases from human activities such as burning fossil fuels, deforestation, and industrial processes. This has led to more frequent and severe weather events, rising sea levels, and other environmental changes that threaten ecosystems and human populations. To address this issue, governments, businesses, and individuals must take action to reduce greenhouse gas emissions, adopt sustainable practices, and invest in renewable energy sources. The transition to a low-carbon economy will require significant changes in policy, infrastructure, and behavior, but it is essential for the long-term health and well-being of the planet.

# SUMMARY

Climate change is a global issue with significant environmental and societal implications. Rising temperatures due to greenhouse gas emissions threaten ecosystems and human populations.

Action is needed to reduce greenhouse gas emissions, adopt sustainable practices, and invest in renewable energy sources.





# PARAPHRASE

The issue of climate change is a pressing concern globally, with severe consequences for the environment, economy, and society. Human activities such as burning fossil fuels, deforestation, and industrial processes have resulted in the emission of greenhouse gases, raising the Earth's temperature at an alarming rate. This has led to an increased frequency and severity of extreme weather conditions, rising sea levels, and other environmental changes that jeopardize ecosystems and human populations. Addressing this issue requires the collective efforts of governments, businesses, and individuals to reduce greenhouse gas emissions, adopt sustainable practices, and invest in renewable energy sources. The transition to a low-carbon economy necessitates significant changes in policy, infrastructure, and behavior, but it is essential for the planet's long-term health and well-being.

# CONCLUSION

Paraphrasing involves rewording a text in your own words, while summarizing involves condensing the main ideas of a text.

Both are important skills for academic writing.



# ANY QUESTIONS?





**THANK YOU FOR LISTENING TO MY  
PRESENTATION ON ACADEMIC PARAPHRASING  
AND SUMMARIZING. I HOPE YOU FOUND IT  
INFORMATIVE AND HELPFUL!**

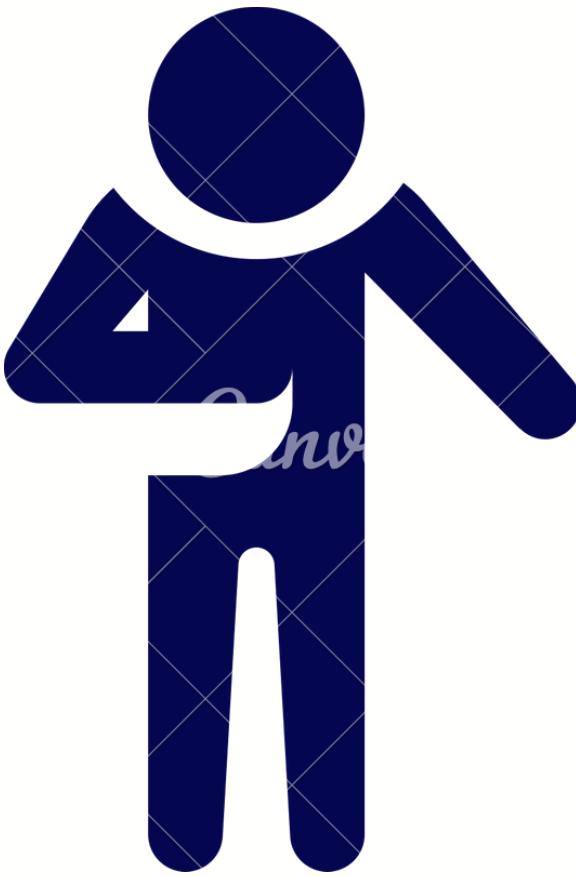
WHAT IS THE SHORTEST WORD IN THE ENGLISH  
LANGUAGE THAT CONTAINS THE LETTERS:  
ABCDEF?

ANSWER: FEEDBACK.

DON'T FORGET THAT FEEDBACK IS ONE OF THE  
ESSENTIAL ELEMENTS OF GOOD  
COMMUNICATION

-TOGETHER\_WE\_CAN

*Thank  
You*



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