

Paraphrasing

Paraphrase vs Summary

Paraphrase

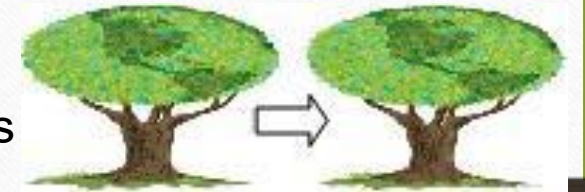
- A rewording of the text to clarify the content
- Longer than a summary
- Has to be specific
- Clarifies the text

Summary

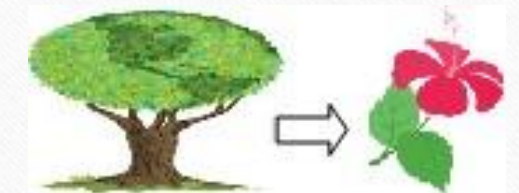
- A brief statement of the main points of the text
- Shorter than a paraphrase
- Is selective
- Condenses the text

What is paraphrasing?

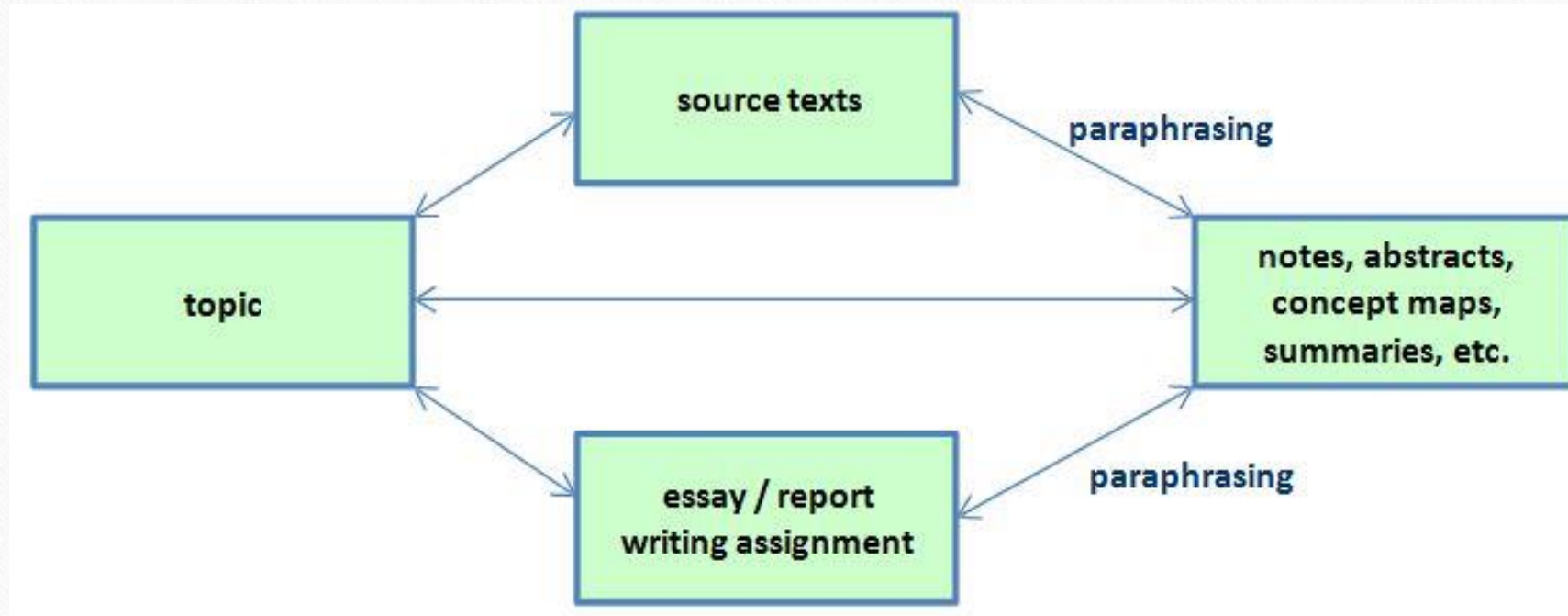
Paraphrasing is **not producing a direct copy** of another persons' ideas or work.



Paraphrasing **is re-writing another person's words** so that the original meaning of their idea is maintained, but **the structure and words** you use **are quite different** to theirs.



How does paraphrasing fit in with my studies?



Why do we use paraphrasing?

Learning to paraphrase will demonstrate that you have absorbed the ideas of others but have also thought carefully about what they mean.

Paraphrasing shows you have a fuller understanding of the original text.

Paraphrasing shows you know how ideas fit in with the topic given to you.

Paraphrasing makes you use your own 'voice' while incorporating the authors ideas

It is more effective than directly quoting directly from the original text.
less than 10% of your sources should be quotes.

It helps resolve the problem of over-quoting.

Steps to successful paraphrasing

1. Before you paraphrase, fully understand the ideas and concepts of the original text.
2. Make notes
 - > of only the main ideas or ideas that are important to your assignment
 - > Express the ideas of the original text in your own words and write in as few words as possible. Do not copy complete sentences (this will help you paraphrase better later).
3. Write the bibliographical details now, so you can cite and reference your material later.

4. It is important to develop your position and viewpoint, and then outline your work before you write.

Paraphrase material used fully into your own style, words and grammar. Otherwise you are likely to end up with a voice that changes between paragraphs.

5. Circle the specialized/technical words. It will be necessary to include these in your paraphrase because without them, the meaning will probably not be clear. Specialized/technical words are words which belong to a specific field.

6. Underline any words that can be substituted with a synonym.

7. Use a thesaurus to find words and phrases that substitute the original ones as accurately as possible.

8. Put the original away. Write your paraphrase using only your notes. When paraphrasing, it is not enough to merely substitute words; you must also change the structure of the original text but keep the meaning and the attitude taken in the original. Remember to cite the original source.

9. Write the sentence(s) using your own words and change the sentence/paragraph structure.

10. Use quotation marks to distinguish any terms or phrases that you have used exactly as they appear in the original source.
11. Compare your paraphrase with the original to ensure that it expresses the same ideas and attitude that are expressed in the original.
12. Do not include your own opinion or comments as this would change the meaning of the original and would result in ideas being wrongly attributed to the author. However, your choice of reporting verb can be used to convey your attitude towards that idea.

Paraphrasing exercise

"So dynamic is the Web that new technologies and techniques are emerging all the time. What's commonplace one year becomes old hat the next. The only thing that seems to remain constant is people's desire to transmit and receive information efficiently and to communicate with others, no matter what the means. That's what drives people to shop, invest, and converse online, and it is the same force that is propelling them to learn online as well" (Ko & Rossen, 2008, p. 5).

Answer A –incorrect

The Web is so exciting, and new technologies and techniques are emerging all the time. What's commonplace one year becomes old hat the next. The only thing that seems to remain constant is people's need to transmit information and to communicate with one another. These things drive people to shop, invest, and converse online, and it is this same force that is propelling them to learn online (Ko & Rossen, 2008).

Answer B -correct

This paraphrase captures the main idea of the passage but changes the wording.

•Change for the World Wide Web in ongoing, with innovation constantly changing and shaping the experiences people have online. The one stability among all this change is that people want to be able to send and receive information conveniently and efficiently, and people want to be able to communicate with each other. These forces, which drive people to the internet for shopping, investing, and communicating, also drive people toward online learning (Ko & Rossen, 2008).

Paraphrasing exercises

1. Read the article a few times and underline key words and phrases.
2. Without looking at the article, write in your own words what it is about.
3. Reread the article and include anything you may have missed.
4. Write your paraphrase for the article.
5. Compare your paraphrase with the original and make any changes

Exercise 1

Solar energy is radiation from the Sun capable of producing heat, causing chemical reactions, or generating electricity. The total amount of solar energy on Earth is vastly in excess of the world's current and anticipated energy requirements. If suitably harnessed, this highly diffused source has the potential to satisfy all future energy needs. In the 21st century solar energy is expected to become increasingly attractive as a renewable energy source because of its inexhaustible supply and its non-polluting character, in stark contrast to the finite fossil fuels coal, petroleum, and natural gas. [1]

Exercise 2

Roads are the major channel of transportation for carrying goods and passengers. They play a significant role in improving the socio-economic standards of a region. Roads constitute the most important mode of communication in areas where railways have not developed much and form the basic infra structure for the development and economic growth of the country. The benefits from the investment in the road sector are indirect, long-term and not immediately visible. Roads are important assets for any nation. However, merely creating these assets is not enough, it has to be planned carefully and a road which is not designed properly deteriorates fast. [2]

References

- [1] A. Ashok, "Solar Energy -Solar Power," 21 March 2020. [Online]. Available: <https://www.britannica.com/science/solar-energy>.
- [2] D. P. K. A. Gupta, "Provisions of Rigid, Semi Rigid and Flexible Pavements as Rural Roads," NBNCW, September 2010. [Online]. Available: <https://www.nbmcw.com>. [Accessed 31 March 2020].