**What is paraphrasing?**

Paraphrasing is using your own words to express someone else’s message or ideas. In a paraphrase, the ideas and meaning of the original source must be maintained; the main ideas need to come through, but the wording has to be your own.

What are the steps to good paraphrasing?

1. Close reading to get the gist of the text.
2. Categorizing the information into smaller ideas.
3. Putting the key ideas into your own words and omitting unnecessary details. Use the ‘five-finger’ test to ensure that you are using more of your own words.

Your paraphrase must:

1. Be in your own words
2. Be near or longer than the original passage.
3. Be used to explain a difficult/complex concept or passage.
4. Convey the original meaning.

What is the difference between paraphrasing and summarizing?

\* **Paraphrasing** is a restatement of the author’s original thought and meaning.

\* **Summarization** is the condensing of a passage or thought into a much smaller package.