

ENG 299
Stammen
Writing a Summary

What is a summary?

A summary is a short retelling of an event, story, or movie, etc. The summary will include all important parts in your own words. When you write a summary, it should give the most important information. First state the main idea of the article, story, movie, etc. This is usually found in the topic. The main points of an article or story will be found in the topic sentences of the article. When you write your summary, include the title, source and author of the piece of writing. Show how the author supported his/her main idea. Try to answer these questions: Who? What? When? Where? Why? How?

When you summarize a map or graph, look at all the important parts. These parts are the title, key or legend, headings and labels. Try to answer these questions: Who? What? When? Where? Why? How?

This material was summarized from ***Voyager 5***, pg. 21; ***Steck-Vaughn's GED Social Studies***, pg. 42; http://homepage.smc.edu/reading_lab/writing_a_summary.htm ;
<http://owl.english.purdue.edu/owl/resource/563/01/>.

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- Keep it short.
- Do not rewrite.
- Use your own wording.
- Tell what you are summarizing.
- Do not put in your opinion of the issue or topic discussed in the original piece.

You may start your summary this way:

The ***Declaration of Independence***, according to *ElCivics.com*,

Or

The ***Declaration of Independence***, according to the Monterey Institute for
Technology,