

TEXT
(explanation)

Name:

UČO:

Subjects of study:

Key words (approx. 10).	<p>What is a key word? http://www.m-w.com/dictionary/key%20word Function: <i>noun</i> : a word that is a key: as a: a word exemplifying the meaning or value of a letter or symbol b: <i>usually</i> key·word ˈkiːwɜrd: a significant word from a title or document used especially as an index to content</p>
Write a short summary of the text (10 – 15 lines). Don't rewrite the exact sentences, try to use your own language.	<p>A summary is a shortened version of someone else's writing or thoughts.</p> <p>Summaries vary in length and amount of details depending on a teacher's requirements, the length of the original source (article, book, passage) and the purpose of the summary; however, all summaries must:</p> <ul style="list-style-type: none"> • be shorter than the original source (article, book, passage) approximately one third the length of the original source; • include the main idea of the original source <u>in your own words</u>; • include major details (also known as supporting ideas) <u>in your own words</u>; • should not include your knowledge, ideas or opinion unless your teacher requests it. • identify the author, title of article, title of publication, where published, publisher, year of publication, and page information, at the top of the page of your summary (or in-text.) <p>Taken from: http://depts.gallaudet.edu/englishworks/writing/main/summary.htm</p> <p style="text-align: center;">Look through the interesting website below and you can find and try more.</p> <p>http://www.wisc-online.com/objects/index_tj.asp?objid=TRG2603</p>
Express your opinion (10 lines):	

B Fill in the missing verbs in the first part of the text. The verbs indicate important steps in writing a summary.

circle, divide, find, label, read, re-read, underline, use, write

_____ the article.

_____ the article. _____ important ideas. _____ key terms. _____ the main point of the article. _____ the article into sections or stages of thought, and _____ each section or stage of thought in the margins.

Note the main idea of each paragraph if the article is short.

_____ brief summaries of each stage of thought or if appropriate each paragraph. _____ a separate piece of paper for this step.

This should be a brief outline of the article.

Write the **main point** of the article. **Use your own words**. This should be a sentence that expresses the **central idea of the article** as you have determined it from the steps above.

Write your **rough draft** of the summary. Combine the information from the first four steps into paragraphs.