

# Writing summary assignment



**ASSIGN  
BUSTER**

Summary writing may be the most familiar writing task so far. We make summaries of many different things. In this paper, we are going to explain about writing an assignment summary. Writing an Assignment Summary A good assignment summary has three principal requirements. 1. It should be focused on the relevant aspects of the source text or texts. 2. It should present the source material in an accurate fashion. 3. It should condense the source material and be presented in the summary writer's own words. The length Of a summary is often be determined by the instructor.

Here are some preliminary steps in writing a summary. 1. Skim the text, noting in your mind the subheadings. 2. Consider why you have been assigned the text. 3. Read the text, highlighting important information or taking notes. 4. In your own words, write down the main points of each section. 5. Write down the key support points for the main topic, but include minor detail only if necessary. 6. Go through the process again, making changes as appropriate, When you write a formal summary tot someone else ideas, you should keep in mind the following deadlines. . Always try to use your own words, except for technical terms, 2, Include enough support and detail so that the presentation is clear. 3. Do not try to paraphrase specialized vocabulary or technical terms, 4, Focus on the content of the original. 5. Make sure the summary reads smoothly. It is very important to identify at least the source author, if not the title as well. The following Language Pocus provides some additional suggestions for how to refer to a source in your summary.

Language Focus: Identifying the in a Summary Most summaries Will hue a sentence near the beginning that contains two elements: the source and a

main idea. For example, According to Buskin (2004) (main idea) Bernstein (2004) states/claims/argues/maintains that In Tycoon’s article “ Mapping Dark Matter with Gravitational Lenses,” Language Focus: Nominal that- Clauses In formal academic English, many reporting verbs are followed by a that- clause containing both a subject and a verb.

That- clauses usually used as the direct object of the verb, Poor example, Benefited and Howard (2000) states that many medical journalist are now published in English because Of a desire to attract greater readership (that as the direct object of the verb states) In spoken English that in clauses which function as direct objects is often omitted. Language focus: Summary Reminder Phrases In longer summary, you may want to remind your reader that you are summarizing.

The article further states that The author goes on to say that In fact, if your surnames is quite long, you may want to mention the source authors name at different points in your summary. Mention is used for information that was most likely given without detail or support. Bradley et al. Also believe that Some of the following sentence connectors may be useful in introducing additional information.

Additionally moreover furthermore also Some Notes on Plagiarism Plagiarism is best defined as a deliberate activity- as the conscious copying trot the work tot others. Borrowing the words and phrases of others can be a useful language learning strategy. Certainly you would not he popularizing if you borrowed items that are commonly used in academic English or that are part of common knowledge. Poor example. Paris is the capital city of France. But

do not borrow “ famous” phrases without at least putting them in quotation marks.