

Practice: Quoting, Paraphrasing, and Summarizing

What are the differences among quoting, paraphrasing, & summarizing?

These three ways of incorporating other writers' work into your own writing differ according to the closeness of your writing to the source writing. All three ways require acknowledgement of the original source.

Quotations must be identical to the original, using a narrow segment of the source. They must match the source document word for word and must be attributed to the original author. Cite using the author's last name, year of publication, and page number in parentheses.

Paraphrasing involves putting a passage from source material into your own words. A paraphrase must also be attributed to the original source. Paraphrased material is usually shorter than the original, taking a somewhat broader segment of the source and condensing it slightly. Cite using the author's last name and year of publication in parentheses.

Summarizing involves putting the main idea(s) into your own words, including only the main point(s). Once again, it is necessary to attribute summarized ideas to the original source. Summaries are significantly shorter than the original and take a broad overview of the source material. Cite using the author's last name and year of publication in parentheses.

Sample paraphrase/summary:

From Jack Canfield's *Success Principles* (2005) page 19

"I believe each of us is born with a life purpose. Identifying, acknowledging, and honoring this purpose is perhaps the most important action successful people take. They take the time to understand what they're here to do—and then they pursue that with passion and enthusiasm."

In order to be successful, people must find out what their purpose in life is so that they can strive to reach that goal (Canfield, 2005).

Or

Canfield (2005) believes that in order to be successful, people must find out what their purpose in life is so that they can strive to reach that goal.

Now you try:

From Lynn R. Marotz, Marie Z. Cross, and Jeanettia M. Rush's *Health, Safety, and Nutrition for the Young Child* 6th ed. (2005) page 89

"Children who are overweight or obese often face additional health problems. Excess weight limits their participation in much needed physical activity. Children who are obese tend to have

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poor coordination and shortness of breath with exertion, and they tire more quickly. Teasing, ridicule, and rejection by peers can also lead to serious maladjustment problems. Children who are overweight also have a tendency to remain overweight as adults and, therefore, face an increased risk of short- and long-term health problems, including heart disease, stroke, asthma, and diabetes.”

Your summary or paraphrase:

Sample Quote:

From Jack Canfield’s *Success Principles* (2005) page 19

“I believe each of us is born with a life purpose. Identifying, acknowledging, and honoring this purpose is perhaps the most important action successful people take. They take the time to understand what they’re here to do—and then they pursue that with passion and enthusiasm.”

People who are successful “take the time to understand what they’re here to do—and then they pursue that with passion and enthusiasm” (Canfield, 2005, p. 19).

Or

Canfield (2005) believes that people who are successful “take the time to understand what they’re here to do—and then they pursue that with passion and enthusiasm” (p.19).

Now you try:

From Lynn R. Marotz, Marie Z. Cross, and Jeanettia M. Rush’s *Health, Safety, and Nutrition for the Young Child* 6th ed. (2005) page 89

“Children who are overweight or obese often face additional health problems. Excess weight limits their participation in much needed physical activity. Children who are obese tend to have poor coordination and shortness of breath with exertion, and they tire more quickly. Teasing, ridicule, and rejection by peers can also lead to serious maladjustment problems. Children who are overweight also have a tendency to remain overweight as adults and, therefore, face an increased risk of short- and long-term health problems, including heart disease, stroke, asthma, and diabetes.”

Your quote: