

## How to Paraphrase

(adapted from Purdue Online Writing Lab: <http://owl.english.purdue.edu/owl/resource/619/1/>)

**Paraphrasing** means to pre-write information from a book, website, article, or other resource into *your own words*.

What does it mean to **paraphrase**?

**Paraphrasing is a valuable skill because...**  
(from Purdue OWL)

- it is better than quoting information from an undistinguished passage.
- it helps you control the temptation to quote too much.
- the mental process required for successful paraphrasing helps you to grasp the full meaning of the original.

\*Why is it important to **paraphrase**? (paraphrase/restate in your own words the points made above)

**6 Steps to Effective Paraphrasing**  
(from Purdue OWL)

1. Reread the original passage until you understand its full meaning.
  2. Set the original aside, and write your paraphrase on a note card.
  3. Jot down a few words below your paraphrase to remind you later how you envision using this material. At the top of the note card, write a key word or phrase to indicate the subject of your paraphrase.
  4. Check your rendition with the original to make sure that your version accurately expresses all the essential information in a new form.
  5. Use quotation marks to identify any unique term or phraseology you have borrowed exactly from the source.
  6. Record the source (including the page) on your note card so that you can credit it easily if you decide to incorporate the material into your paper.
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## Some examples to compare

(from Purdue OWL)

### The original passage:

Students frequently overuse direct quotation in taking notes, and as a result they overuse quotations in the final [research] paper. Probably only about 10% of your final manuscript should appear as directly quoted matter. Therefore, you should strive to limit the amount of exact transcribing of source materials while taking notes. Lester, James D. Writing Research Papers. 2nd ed. (1976): 46-47.

### A legitimate paraphrase:

In research papers students often quote excessively, failing to keep quoted material down to a desirable level. Since the problem usually originates during note taking, it is essential to minimize the material recorded verbatim (Lester 46-47).

**Legitimate:** in accordance with established rules

### An acceptable summary:

Students should take just a few notes in direct quotation from sources to help minimize the amount of quoted material in a research paper (Lester 46-47).

### A plagiarized version:

Students often use too many direct quotations when they take notes, resulting in too many of them in the final research paper. In fact, probably only about 10% of the final copy should consist of directly quoted material. So it is important to limit the amount of source material copied while taking notes.

**Plagiarize:** to take the work or idea of someone else and pass it off as own's one; to copy from someone

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### *Try your own:*

### Original sentence:

Hydrogen is believed to be one of three elements produced in the Big Bang; the others are helium and lithium

Legitimate paraphrase: \_\_\_\_\_

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