Steps to Successful Summarizing

1. Read the title. What do you think the article is going to be about?
2. Read the article quickly.
3. Carefully reread the article to identify the main sections or paragraphs. **Underline/highlight important details as you read**.
4. Write a sentence to summarize the important point(s) in *each* section (worksheet below).
5. Write a **one-sentence ‘gist’ (central idea below)** to summarize *all* of the important points. Use this sentence as the starting point for writing a paragraph that combines all of the important ideas you have already written as your section summaries.

NOTE:

* A summary should be about 1/10 of the original article.
* Opinions should NOT be included in a summary.
* Use your own words. No plagiarizing.

SUMMARIZING WORKSHEET

(Write a sentence to summarize each section.)

1st section:

2nd section:

3rd section:

4th section:

5th section:

6th section:

7th section:

* Follow this pattern until all sections of the article have been summarized in a sentence.
* THEN write the **central idea of all sections**. Use this as the topic sentence for your summary, and then use the summary sentences from each section to write the summary.

\*CENTRAL IDEA: