*Abdelhafidh Boussouf University Center-Mila*

*Institute of Letters and Languages*

*Department of Foreign Languages*

**Module:** Reading Comprehension

**Level:** First Year 2024/2025

**Domain:** English

**Lesson: Paraphrasing and Summarising**

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1. **What is Paraphrasing:**

Paraphrasing is the act of rewording someone else’s ideas and presenting them in your own words. It allows you to incorporate an author’s insights into your work without copying their exact wording. When done effectively, paraphrasing can help clarify, simplify, or better integrate ideas into your own writing.

**When Should You Paraphrase?**

You should paraphrase when you need to:

* Change the style or language of the original text to make it clearer or easier to understand.
* Make the author’s ideas fit better with your writing.
* Present the original idea in a different way while keeping its meaning intact.

A paraphrase usually maintains the same length as the original text, though the way it is expressed will differ. It’s important to first identify the key points and words in the original material before you begin.

**How to Paraphrase Effectively**

To paraphrase successfully, follow these steps:

1. **Reword**: After reading the original text several times, rewrite it in your own words. Replace words and phrases with synonyms when possible.
2. **Restructure**: Change the structure of the sentences and ideas. This involves reorganizing the information to fit your style, not just rewording it.
3. **Recognize Key Elements**: Some words, like proper nouns (names, dates, technical terms), cannot be changed. These should remain as they are, but you can still present them in a different way.
4. **Recheck**: Ensure that the paraphrase maintains the same meaning as the original text. Double-check that you've communicated the same message and emphasized the same key points.

**Important**: Always provide proper attribution in the correct citation format to credit the original author for their ideas.

**Paraphrasing vs. Summarizing**

Here's how the information can be effectively presented in a chart format:

**Paraphrasing vs. Summarizing**

|  |  |  |
| --- | --- | --- |
| **Aspect** | **Paraphrasing** | **Summarizing** |
| Definition | Rewrites the original text in your own words while maintaining the meaning and details | Condenses the original text into a shorter version, capturing only the main points. |
| Length | Usually the same length as the original text. | Always shorter than the original text. |
| Purpose | Effective for using specific ideas or details to support your argument or discussion. | Ideal for conveying a general overview or the most important ideas without all the details. |

**Example of Paraphrasing**

**Original Passage**: In *The Sopranos*, the mob is besieged as much by inner infidelity as it is by the federal government. Early in the series, the greatest threat to Tony’s family is his own biological family. One of his closest associates turns witness for the FBI, his mother colludes with his uncle to contract a hit on Tony, and his kids click through websites that track the federal crackdown in Tony’s gangland.

**Paraphrased Passage**: In the first season of *The Sopranos*, Tony Soprano’s mobster lifestyle is more endangered by his own family than by the FBI. This betrayal within his family is wide-reaching. His closest associate becomes an FBI informant, his mother and uncle plot to have him killed, and his children are searching the internet for information about his criminal activities.

**Analysis of Changes**:

* "Early in the series" becomes "In the first season."
* "Greatest threat" is reworded as "more endangered."
* "Colludes with his uncle" becomes "plot to have him killed."
* "Click through websites" is changed to "searching the internet."

By following the four R’s (Reword, Rearrange, Realize, Recheck), you can ensure your paraphrase is both clear and faithful to the original while using your own voice.

**Conclusion**

Paraphrasing is a crucial skill in academic writing. It enables you to incorporate outside ideas into your own work while avoiding plagiarism. By carefully rewording and restructuring the original text, you can make complex ideas more accessible and integrate them seamlessly into your writing. Always remember to cite the original source to give credit to the author.

**References:**

Cuff, Lindsay. "Writing Place: A Scholarly Writing Textbook." (2022).