

ENG 1101 COMPONENTS OF A SUMMARY

Components of a Summary:

In the first sentence when possible:

1. Author's name
2. Title of the essay/article
3. Genre of the essay/article
4. Source information and date
5. Author's thesis statement

Next 2-3 sentences:

- Identify how the writer legitimizes his/her thesis
- **NOTE: Do not use direct quotations in the summary.**
- Last sentence: paraphrase of the author's concluding idea

Remember:

- List the points of support in the order they appear in the text
- Keep the summary in third person (avoid "you")
- Refer to the article in present tense
- Don't give your opinion

To avoid plagiarism, credit the author/s in every sentence.

For example, in the supporting points:

- According to [name]....
- Furthermore, [name] states....
- [Name] continues this idea by showing....
- On this same point, [name] shows....

Credit the author/s as well in the concluding sentence:

- [Name] concludes with the idea that....
- To finish, [name] says....
- [Name] wraps up this article by stating....
- In closing, [name] shows...