

Summary Writing

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Summary Writing

A summary paragraph is a concise, condensed version of a longer piece of writing. A summary restates the main idea and the most important supporting details. Do not include your personal opinion in a summary paragraph.

How to Write a Summary

1. Read the text.
2. If it is a non-fiction text, highlight the main idea. For a fiction text, determine the theme statement. That will work as your main idea.
3. Highlight the supporting details in a non-fiction text. For fiction, use a graphic organizer to record the key events in chronological order.
4. Start by writing your topic sentence. For a summary, you will include the title of the text, the author's name and either the main idea or theme. For example, "The story "The Necklace" by Guy de Maupassant, is about how excessive pride can ruin a person's life.

How to Write a Summary Continued...

5. Next, write the key events or the most important supporting details in the order that they appear.
6. Write a concluding sentence to finalize your summary.
7. Reread your summary to ensure that it only includes essential information and is error free.

Tips for Summary Writing

- Read the text as many times as you feel necessary to determine the main idea, and the supporting details.
- Use transition words to help organize your writing. (the article states, according to the article, then, next, after, in conclusion)
- Only include the most important details.

Sample Summary Paragraph

In the story “The Dinner Party”, written by Mona Gardner, a woman proves that women should not be stereotyped as being highly emotional. The story begins at a dinner party held by a colonial official and his wife. At the party, a colonel argues that women cannot remain calm in a crisis. During the argument, an American man notices the hostess calmly call to a serving boy, who leaves the room and returns with a bowl of milk for a concealed cobra. The American creates a game to keep everyone calm until the cobra exits, and then he asks the hostess how she knew the cobra was in the room. Her reply, that it crawled over her foot, proves that women have as much control as men. Thus, her actions prove that not all women are highly emotional.