**Senior Research Project – Summary Writing**

For this project, you will be required to write summaries for two articles. Follow the steps below to assist you in the process.

Each summary should be 300-400 words long, typed, double-spaced in 12 point Times New Roman. Do these in Google Docs.

**Summary Writing 101**

1. **Read with the Writer’s Purpose in Mind**

* Read the article carefully, taking no notes and looking only for what the writer is saying.
* After you’re finished reading, write down in one sentence the point that is made about the subject.
* Now, find the writer’s thesis.
* Once you clearly understand the writer’s major point (or purpose) for writing, read the article again. This time identify the major points supporting the thesis; these should be words or phrases here and there rather than complete sentences.

1. **Write your summary**

* Start with a sentence naming the writer and article title and stating the essay’s main idea. Now, build the introduction by stating the author’s thesis and main ideas.
* Body paragraphs should elaborate on the main ideas. You should include supporting details, statistics, and quotes. Only include what is necessary.
* Conclude with a final statement reflecting the significance of the article – not from your point of view, but from the author’s.
* Note: Your summary should not include your opinion. Your job is to summarize what the writer has to say about the topic.

1. **Revise your summary**

* After you’ve completed a draft, read your summary and check for accuracy.
* Does your summary make the same point as the article?
* Have you omitted anything important?
* Does your summary read smoothly with all parts clearly related?
* One of your group members must read it – Can that person understand the point of the original article?

1. **Edit your summary**

* Correct grammar, spelling, and punctuation errors, looking particularly for those common in your writing.
* Use spell and grammar checks.
* Revise as necessary and prepare the final copy.