

WRITING A SUMMARY

SPACE FOR YOUR WRITING:

Write a summary of the main ideas in the following passage:

During the Cold War anticommunist hysteria in the United States, academic freedom was challenged by governmental authorities seeking to rid the universities of alleged Communists. In some cases, such as in public universities in California and New York, a number of professors were forced from their position by state regulations. In others, investigations "exposed" leftist professors, leading to firing and forced resignations. Some universities protected their professors in the name of academic freedom, while others gave in to outside pressure and fired professors. While only a few faculty members were actually fired during this period, academic freedom was imperiled in an atmosphere of repression and many academics feared dismissal. These examples show that even in countries with strong academic traditions and commitments to academic freedom, universities can suffer serious consequences.

Prof. Andrew Johnson, *Communism in the United States*

1) Essay requirements:

a) Deadline: check our syllabus in SIS or Moodle

b) Perform a spell check, **align in the block**

c) Send it via **Moodle 1: Writing a formal summary**

d) Word count: **of your choice (summary is usually no more than half of the original)**

e) Indicate in your document: **word count** (at the end of an essay), and at least **2 reporting verbs** from **Table 1** listed below (**indicate in bold**).

2) **REMEMBER** that a formal summary:

- **Never** includes any of **your own ideas or opinions**.
- Uses **your own words**.
- Serves the purpose of offering a **concise explanation** of a text.
- Communicates **the most important aspects** of a particular text to other people.
- Is usually written in **the present tense**.
- Is approximately **half the length** of the original.
- Whenever possible, **mention the name of the author** whose work you are summarizing (see a sample summary below).

3) **Table 1: REPORTING VERBS** used in paraphrasing

STRONG ARGUMENT	NEUTRAL	INDICATING RESEARCH RESULTS	SUGGESTION	CRITICISM
argue	state	show	suggest	criticize
assert	note	demonstrate	recommend	
claim	report	illustrate		
contend	explain	indicate		
maintain	discuss	point out		
insist	illustrate	(studies/authors) prove		
	observe	(studies/authors) found		

4) **How to write a summary:**

a) <https://www.youtube.com/watch?v=-zgKOguRrRs> (video time: **2 minutes**)

b)

<https://www.indeed.com/career-advice/resumes-cover-letters/how-to-write-summary-example>

5) **EXAMPLE of A FORMAL SUMMARY:**

In 'The Global Warming Threat,' Mark Thunen, a professor at the Central University of Norway, claims global warming is becoming a severe issue. Thunen supports this view by pointing out that natural disasters, like floods and wildfires, have become more frequent and disastrous than before. He notes that the statistics from meteorological institutes and scientific evidence support his claim. In conclusion, Thunen points out that it's time for humans to take action.