

Quoting, Paraphrasing, Summarizing

When writing an essay, particularly research essays, you should include evidence from secondary sources that support your argument or topic. You can incorporate this evidence in your paper by quoting, paraphrasing, and/or summarizing outside sources—but don't forget to cite!

Quoting:

Direct quoting is when you take the exact words of another author and place them inside quotation marks or in a block quotation. Direct quoting is preferable when:

- The author's exact wording is especially impactful or specific, and you wish to preserve their words.
- The direct quote comes from a reputable source and directly supports your argument.

How do I quote?

- Use the **ICE** method:
 - Introduce the author and/or title as a way to lead into the quotation
 - Cite the direct quote at the end of the sentence.
 - Explain what the quote means and how/why the information supports your main idea.

Paraphrasing:

Paraphrasing is describing another author's ideas using your own words. Paraphrases are not enclosed in quotation marks, but you still need to cite the source at the end of the section. Paraphrasing is preferable to quoting when:

- The author's wording is not essential, but their ideas will support your argument.
- When you want to utilize someone else's ideas while still maintaining your own voice.

How do I paraphrase?

- Paraphrase the way you would explain what the author is saying to someone else—try doing this without looking at the source.
- Your paraphrase should be a condensed version of the excerpt from your original source.
- Simply replacing the author's words with synonyms is **NOT** paraphrasing and may constitute plagiarism.

Summarizing:

- Summarizing is used to capture the general scope of a large amount of text from a secondary source.
- Summarize information that readers need to know to understand your argument
- Your summary should be a brief description of the author's main points

How do I summarize?

- First, read the entire text, and take time to make sure you understand the text completely.
- Identify and describe the author's overall argument, the most important main ideas the author uses to support that argument, and any conclusions or findings they had.
- Avoid including specific details or evidence from the source.

(NOTE: When quoting, paraphrasing, or summarizing, you must include in-text citations, based on the style you're writing in (E.g. MLA, APA, AMA, etc.) See the CCSU Writing Center's Citation Guides for more information about in-text citations.)

PRACTICE:

Using the excerpt and citation information below, practice quoting and paraphrasing:

"The enduring relationship between humans and domestic animals is well documented and there are an estimated 10 million cats (23% of households with one or more cat) and 11.5 million dogs (30% of households with one or more dog) kept as pets in the UK [10], with similar rates of ownership found across Europe, Australia, China and Japan [11]. Despite this phenomenon, the potential benefits that owning a pet might confer specifically to mental health has received relatively little attention"

Brooks, H.L., Rushton, K., Lovell, K. *et al.* The power of support from companion animals for people living with mental health problems: a systematic review and narrative synthesis of the evidence. *BMC Psychiatry* **18**, 31 (2018). <https://doi.org/10.1186/s12888-018-1613-2>

Quote: _____

Paraphrase: _____

