**PARAPHRASING/SUMMARISING AND QUOTING**

QUOTING

**When you use the exact words from the text. We say *quoting* because you are quoting someone else’s exact words, even if they are written.**

*According to Marcia Williams (2015, p.1), “If you think Shakespeare isn’t for you, you’re wrong!”*

PARAPHRASING

**When you rephrase a specific passage from the text, mostly in your own words, giving the author credit for the specific idea.**

*According to Williams (2015), Shakespeare isn’t too difficult (p.1).*

SUMMARISING

**When you put the main ideas from another source into your own words, giving the author credit for the information.**

*According to Marcia Williams (2015), Shakespeare is readable, relevant, and important (p.1).*

|  |
| --- |
| SENTENCE STARTERS |
| **In the words of…**  In the words of Marcia Williams (2015, p.1), Shakespeare wrote about things that are “…just as relevant to us today than a television sitcom might be.”  **In\_\_\_, \_\_\_writes/argues/explains...**  In her article, ‘The great Shakespeare conspiracy’, Williams argues that Shakespeare is for everyone.  In her newspaper article Marcia Williams (2015, p.1) writes, “You need to lay claim to Shakespeare – grab him now.”  **According to…**  According to Marcia Williams (2015) in ‘The great Shakespeare conspiracy’, Shakespeare’s language has a beat you need to feel (p.1).  According to writer Marcia Williams (2015, p.1), “If you think Shakespeare isn’t for you, you’re wrong!”  **\_\_\_writes/points out/explains…**  Writer Marcia Williams (2015) points out that Shakespeare is not too difficult (p.1).  Williams (2015, p.1) explains, “His plays were popular with everyone – young, old, literate and illiterate.” |