

Five Steps to an Effective Paraphrase

- ❑ Step 1: Read the passage you want to paraphrase several times to get a solid understanding of the main point(s) or finding(s).
- ❑ Step 2: Close your computer or cover the passage, then write **from memory** that main point.
- ❑ Step 3: Compare your version with the original passage.
- ❑ Step 4: Rewrite any words or phrases in your version that are the same as the original.
- ❑ Step 5: Cite with the author's last name(s) and the year.