

A GUIDE TO PARAPHRASING CORRECTLY

Paraphrasing is a key skill in academic writing because it demonstrates that you understand the source material and can integrate it effectively into your paper. Only use a direct quote if the wording of a source is necessary to support your argument.

The easiest way to plagiarize is to look at the source while you try to paraphrase it!

HOW TO PARAPHRASE CORRECTLY

- 1). Actively read the source material-** Search for the author's main ideas. Take notes as you read and remember to record direct quotes, page numbers, URLs, etc.
- 2). Think about the source material-** Make sure you understand the author's main points as well as the implications and applications of the information. Once you fully understand and could explain the points to another student, put the source material aside.
- 3). Communicate the main idea in your own words-** Look away from the source! As you write, focus on the overall point the author communicates instead of individual words or sentences.
- 4). Don't Synonym Swap-** Your paraphrase must be significantly different from the original source including your wording and sentence structure. If you only replace a few words with synonyms, this is considered plagiarism.
- 5). Compare the original source to your paraphrase-** If you can match idea for idea or phrase for phrase, then try again. However, you can keep key words or terms if you set them off with quotation marks.
- 6). Give credit to the original source-** Make sure you cite the original source in your formatting style (APA, MLA, or Turabian) even if you paraphrase.

PRACTICAL APPLICATION: PLAGIARISM VS. PARAPHRASING

Original: "You paraphrase appropriately when you represent an idea in your own words more clearly or pointedly than the source does."

X Improper Paraphrase (Plagiarism): Booth, Colomb, and Williams claim that appropriate paraphrase is the use of one's own words to represent an idea to make a passage from a source clear or more pointed.

✓ Proper Paraphrase: Booth, Colomb, and Williams believe authors paraphrase fairly when they eliminate word for word correspondences and rephrase the source's idea in a clear, concise, and unique fashion (p. 80).

PRACTICE NOW