

P-1 When to Paraphrase

A *paraphrase* (or *indirect quotation*, as it is also called) restates another person's ideas in your own words. Unlike a summary, it is used with short passages—usually a sentence or two—and it does not necessarily condense or shorten the original.

Paraphrasing is necessary because as you incorporate source material into your paper, you cannot simply string together a series of quotations from a variety of sources. The material must be integrated into a consistent and even style. Also, by recasting the ideas of your sources into your own words, you maintain control over the material and can more easily use it to support and develop your own views. If you have trouble restating a passage, you probably do not understand it thoroughly. Ideas that are paraphrased have been assimilated, a process far different from copying material word for word.

As with summaries, paraphrases must be accurate, undistorted, and *completely* rewritten into your own wording and sentence structure. The most blatant form of plagiarism is following too closely the wording of another writer while giving the impression that the wording is your own. To avoid plagiarism in your paraphrases (or summaries), consider the following suggestions:

1. Rearrange the order of the information in the original.
2. Have a thesaurus or dictionary handy and look up synonyms for keywords.
3. Rephrase complex material into easy-to-understand sentences.
4. If you retain unusual terminology or phrases from the original, enclose them in quotation marks.

Original: With their strange haircuts and hello-Dali lyrics, the Pixies are déjà vu rebels, college radio's latest great white hope.

Weak paraphrase: The rock group Pixies are déjà vu rebels appealing to college students with their hello-Dali lyrics.

The phrases "déjà vu rebels" and "hello-Dali lyrics" should be in quotation marks, if they are used at all, because they are unique phrases of the original.

Acceptable paraphrase: One critic notes that the "hello-Dali lyrics" of the Pixies rock group have made them popular with college students.

or

The Pixies' visual and lyrical eccentricity, reminiscent of the rebellion of earlier times, makes them popular on college campuses.

In the first acceptable example, the borrowed phrase is identified with quotation marks; in the second, the wording has been completely changed, although the meaning has been accurately preserved.

P-2 Documenting Paraphrases and Using Lead-Ins

Because you must acknowledge the source of all ideas that are not your own, you must provide documentation with all paraphrases. As with summaries, source information can be identified with your choice of one of three stylistic options. Documentation can be placed (1) entirely in the narrative of the text, (2) partly in the text and partly in parentheses, or (3) entirely in parentheses. (See section S-2.)

OPTIONS FOR LEAD-INS

As explained earlier, whenever you place information about the source in the narrative of your paper, you are creating a *lead-in* or *tag*. The first time you cite a source, it is preferable to give both first and last name and some information about the author. A lead-in can be placed at the beginning, as in the following paraphrase (lead-in is underlined):

MLA: James Prochaska, a professor at Harvard's medical school, states that more than 300,000 Americans die annually as a direct result of tobacco smoking (31).

APA: Prochaska (2011), a professor at Harvard's medical school, states that . . . smoking (p. 31).

A lead-in can be placed in the middle (lead-in is underlined):

MLA: Despite the fact that the U.S. public has been warned for years about the serious health threat posed by tobacco smoking, James Prochaska, a professor at Harvard's medical school, believes that more than 300,000 Americans die annually as a direct result (31).

APA: Despite the fact . . . Prochaska (2011), a professor at Harvard's medical school, believes that . . . result . . . (p. 31).

Or a lead-in can be placed at the end (lead-in is underlined):

MLA: More than 300,000 Americans die annually as a direct result of tobacco smoking, asserts James Prochaska, a professor at Harvard's medical school (31).

APA: More than 300,000 Americans . . . smoking, asserts Prochaska (2011), a professor at Harvard's medical school (p. 31).

Literary Present Tense

Even though most sources have been written in the past, it is preferable to cast all lead-ins in "literary

present tense." Note that any number of active verbs can be used. Avoid repetition and be exact in your word choice. Consider the following list:

accepts	concedes	negates
acknowledges	declares	notes
adds	denies	observes
affirms	describes	outlines
agrees	disagrees	proposes
argues	discusses	refutes
asserts	disputes	rejects
believes	emphasizes	reports
cautions	endorses	responds
challenges	explains	shows
claims	grants	suggests
comments	highlights	thinks
confirms	implies	urges
contends	insists	verifies
contradicts	maintains	writes

Paraphrasing: Activities

P-3 Practice in Paraphrasing

On a separate sheet of paper, write a *one-sentence paraphrase* of each of the following sentences. Try to include most of the information from the excerpt in your sentence without using any of the original wording.

Because paraphrasing the writing of others, particularly professional or technical writing, can be difficult, the following activity is designed to give you practice, at first, with paraphrasing alone. Do not include information about the sources at this time. To minimize the chances of following the wording of the original too closely, first read the passages and then create your paraphrases *using your own wording and phrasing* without looking at the originals again.

1. If we want to do something about violence, we have to do something about education, about jobs, about TV violence, about the myriad social problems for which we have no answers.
2. In the 5 million years since we hominids separated from apes, our DNA has evolved less than 2%.

3. Not only do animals provide companionship and devotion, they also lower our blood pressure, ease our stress, and according to some researchers, even prolong our lives.
4. We tell girls that they must be big and strong if they want to play and succeed at certain sports such as basketball; the minute the game is over we expect them to go back to the skinny, anorexic look.
5. Central to Hinduism is the belief in karma, the cosmic law of cause and effect, in which each person creates his or her destiny based on his or her actions

P-4 Practice in Documenting Paraphrases

Rewrite your paraphrases from section P-3 to include appropriate lead-ins and documentation as directed. Information about the sources for each of the quotes in section P-3 follows. Assume that in each exercise you are using the source for the first time and will, therefore, want to include some information about the

author; for MLA format, use first and last names. Use a variety of present-tense active verbs with your lead-ins. (See section P-2 for examples of the different placement options of lead-ins and a list of active verbs.)

1. (a) Put the lead-in in the middle of the paraphrase. In your research, you have discovered that Jennifer Allen has completed a research study on the causes of violence.

(b) Put the lead-in at the end.

Allen, Jennifer. "The Danger Years." *New York Times* 21 Dec. 2007, late ed.: C7-C8. *Ebscohost*. Web. 4 Jan. 2011. (The text retrieved from this electronic database does not have page numbers, even though the original article is paginated.)

2. (a) Put the lead-in at the beginning of the paraphrase, using parentheses for the page reference. In your research, you have discovered that Walter Isaacson is a senior staff writer for *Time* who specializes in science and medicine.

(b) Put all documentation in parentheses (no lead-in).

Isaacson, Walter. "The Biotech Century." *Time* 11 Jan. 2008: 42-43. Print. (Excerpt is from page 43.)

3. (a) Put the lead-in at the end of the paraphrase, using parentheses for the page reference. In your research, you have discovered that Karen Dale Dustman is a nationally recognized veterinarian.

(b) Put the lead-in at the beginning, using parentheses for the page reference.

Dustman, Karen Dale. "Is Your Dog a Doctor?" *Natural Healing* Jan./Feb. 2005: 62-64. Print. (Excerpt is from page 62.)

4. (a) Put the lead-in in the middle of your paraphrase. In your research, you have discovered that Jesse Sherwood is a former member of the United States Olympic women's basketball team.

(b) Put the lead-in at the end.

Sherwood, Jesse. "Conflicting Values in Women's Sports." *Miami Herald Online*. *Miami Herald*, 18 Apr. 2008. Web. 20 Apr. 2008. (Hint: No page reference available.)

5. (a) Put the lead-in at the end of the paraphrase, using parentheses for the page reference. In your research, you have discovered that Anne Cushman and Jerry Jones have traveled extensively in India.

(b) Put the lead-in at the beginning of the paraphrase, using parentheses for the page reference.

Cushman, Anne, and Jerry Jones. *From Here to Nirvana*. New York: Riverhead, 2008. Print. (Excerpt is from page 54.)

P-5 Practice in Writing and Documenting Paraphrases

Write a one-sentence paraphrase for each quotation, including the lead-in and documentation as indicated. Follow the format for either MLA or APA.

1. Put the lead-in at the end of the paraphrase. (Hint: No page reference available.)

The oldest and most widely accepted view of our natural environment is that it is man's personal property at our disposal to be consumed, ornamented, or destroyed as we wish.

Levine, William. "The Long-Term Effects of Eco-Tourism." University of Wassau Department of Environmental Sciences. May 2006. Web. 21 June 2011.

2. Put all documentation in parentheses.

Our new understanding of the interrelatedness of all life does not seem to stop us from walking bootshod over the open face of nature, subjugating and exploiting it.

Thomas, Lewis. *Lives of a Cell*. Boston: Viking, 1992. Print. (Excerpt is from page 102.)

3. Put the lead-in at the beginning of the paraphrase, using parentheses for the page reference.

Paleontologists have studied many of the areas humans have reached within the past 50,000 years, and in every one, human arrival coincided with massive extinctions.

Diamond, Jared. "Playing Dice with Megadeath." *Discover* Apr. 2002: 22-27. Print. (Excerpt is from page 23.)

4. Put the lead-in in the middle of the paraphrase, using parentheses for the page reference. Assume that this is the first time you have cited this source. In your research, you have discovered that Michael Huebner is a respected professor of environmental law at University of California, Berkeley.

A recent Gallup poll indicated that 76 percent of Americans regard themselves as "environmentalists," and yet truly crucial issues such as air and water pollution and the near extinction of thousands of plant and animal species are treated with only passing concern.

Huebner, Michael. *The Future of Environmentalism*. New York: Scribner's, 2005. Print. (Excerpt is from page 122.)

P-4 PRACTICE IN DOCUMENTING PARAPHRASES

The following answers show the correct form and placement of documentation, but student paraphrases will vary. Starred answers are given in the text.

MLA FORMAT

1. Cue A:

In order to address the violence in our society, Jennifer Allen, a researcher of violence in children, suggests that we must be willing to tackle such problems as unemployment, the ills of public schools, and the prevalence of violence in the media.

Cue B:

In order to address the violence in our society, we must be willing to tackle such problems as unemployment, the ills of public schools, and the prevalence of violence in the media, asserts Jennifer Allen, a researcher of violence in children.

* 2. Cue A:

Walter Isaacson, senior staff writer for *Time*, notes that our DNA has changed by only 2 percent since humans evolved on a separate path from the apes five million years ago (43).

Cue B:

Our DNA has changed by only 2 percent since humans evolved on a separate path from the apes five million years ago (Isaacson 43).

3. Cue A:

Animals offer health benefits such as lessening stress, reducing blood pressure, and lengthening our life span, as well as giving us their unconditional love, affirms Karen Dale Dustman, a nationally recognized expert on dog psychology (62).

Cue B:

Karen Dale Dustman, a nationally recognized expert on dog psychology, contends that animals offer health benefits, such as lessening stress, reducing blood pressure, and lengthening our life span, as well as giving us their unconditional love (62).

* 4. Cue A:

Society supports the “model look” for female athletes when they’re not participating in their sport, believes former Olympic women’s basketball player Jesse Sherwood, but we turn around and expect them to don the athletic build when they are participating in sports.

Cue B:

Society supports the “model look” for female athletes when they’re not participating in their sport, but we turn around and expect them to don the athletic build when they are participating in sports, believes former Olympic women’s basketball player Jesse Sherwood.

5. Cue A:
The belief that one's fate is caused by the effects of one's actions is a central tenet of Hinduism's concept of Karma, note Anne Cushman and Jerry Jones, who have traveled extensively in India (54).

Cue B:

Anne Cushman and Jerry Jones, who have traveled extensively in India, state that the belief that one's fate is caused by the effects of one's actions is a central tenet of Hinduism's concept of Karma (54).

APA FORMAT

1. Cue A:
In order to address the violence in our society, Jennifer Allen (2007), a researcher of violence in children, suggests that we must be willing to tackle such problems as unemployment, the ills of public schools, and the prevalence of violence in the media.

Cue B:

In order to address the violence in our society, we must be willing to tackle such problems as unemployment, the ills of public schools, and the prevalence of violence in the media, asserts Jennifer Allen (2007), a researcher of violence in children.

- * 2. Cue A:
Isaacson (2008), senior staff writer for *Time*, notes that our DNA has changed by only 2 percent since humans evolved on a separate path from the apes five million years ago (p. 43).

Cue B:

Our DNA has changed by only 2 percent since humans evolved on a separate path from the apes five million years ago (Isaacson, 2008, p. 43).

3. Cue A:
Animals offer health benefits such as lessening stress, reducing blood pressure, and lengthening our life span, as well as giving us their unconditional love, affirms Dustman (2005), a nationally recognized expert on dog psychology (p. 62).

Cue B:

Dustman (2005), a nationally recognized expert on dog psychology, contends that animals offer health benefits, such as lessening stress, reducing blood pressure, and lengthening our life span, as well as giving us their unconditional love (p. 62).

- * 4. Cue A:
Society supports the "model look" for female athletes when they're not participating in their sport, believes former Olympic women's basketball player Sherwood (2008), but we turn around and expect them to don the athletic build when they are participating in sports.