**Summarizing**

A ***summary*** is a shortened version of a longer reading that tells the basic idea of the reading.

When you are summarizing be sure to:

* keep your summary short (3 – 5 sentences)
* write about the main ideas
* use both your words and key words from the text
* do not include your opinion or how you feel about the topic

**What should my summary look like?**

Name Date

Summary

Title

Author

Chapter ?

Write your summary here.