### ****Summarizing:**** A summary should be a short version of a longer original source. Its main goal is to present a large amount of information in a short and concise text that includes only the most important ideas of the original text. A summary does NOT include any personal evaluation or judgments. First, underline the key words/ideas then build a single sentence from them.

#### ****Example****

**Original sentence:** “The movement toward education by computer is developing fast. Massive Open Online Courses, called MOOCs, are changing how people learn in many places. For years, people could receive study materials from colleges or universities and take part in online classes. But such classes were not designed for many thousands of students at one time, as MOOCs are.” (MOOCS Are Moving Forward , Voice of America, learningenglish.voanews.com)

**Inappropriate summary:** “Computer education is growing fast. MOOCs are influencing how we study. People received materials from universities for a long time to be able to take classes online. MOOCs are the only ones thousands can take at a time.”

**The inappropriate summary is almost as long as the original text, which is a characteristic of a paraphrase. A summary needs to be concise.**

**Appropriate summary:**

According to a *Voice of America* article, a fast-growing MOOCs movement allows thousands to take online classes at once, changing how we learn.

**The appropriate summary keeps the original main idea and it is much shorter than the original text.**

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General heading = **Local Alert Weather Forecast, Tue., Sept. 29, 2015, Bob Shaw, *ktvz.com.***

Possible Headline/thematic title**= (3-5 wds)**

INSTRUCTIONS: UNDERLINE THE KEY IDEAS:

A weakening cell of high pressure will continue to deliver plenty of sunshine to the High Desert today and with that, the warmest temperatures of the week. Highs will be in the mid to upper 70's for most with a few spots breaking through that 80 degree mark.

SW breezes at 5-10 mph will turn NW this evening and then light out of the SW by morning. Skies will stay clear tonight and lows will dip back into the 30's.

While we are expecting a modest cool down this week, we are not expecting to drop below our average of 71 degrees, which we will see on Saturday. We can expect a few beauty clouds to press through the region as we go through the middle of the week, but we have no real chance of any storm activity in the near future. As we come out of the weekend and into the new work week,

look for more sunshine and temps warming back into the mid 70's. HAVE A SPARKLING DAY IN CENTRAL OREGON!

SUMMARY OF PARAGRAPH 1:

SUMMARY OF PARAGRAPH 2:

SUMMARY OF PARAGRAPH 3:

POSSIBLE THEMATIC TITLE/HEADLINE: