-a summary should be brief; about% 25 of the original article

-should be ONLY one paragraph

-should be in your own words (paraphrasing)

-the first line/sentence should be an introductory phrase which includes – name of article, author, a reporting verb, and the central point aka main idea (in our own words, of course) (this serves to cite the source)

Write a summary based on the major points in the article. Paraphrase the major points (write it in your own words)

-NO OPINIONS; NO EXAMPLES; NO CONCLUSION