***Summary & Response #1 Guidelines***

Summarizing and responding to academic texts effectively requires both skill andpractice. In order to write successful academic summaries and responses for our class materials, as well as other courses, be sure to utilize the following tips:

**I. MLA Format:**

1. Typed 1 ½ to 2 Pages.

2. Double-Spaced, One-Inch Margins.

3. 12 Point Font, Times New Roman.

4. MLA Heading Upper Left Corner, Last Name and Page Upper Right Corner.

5. Centered Title (S & R #1: Dweck, etc.).

6. Summary of Author’s Ideas in Your Own Words and Sentence Structure.

7. Quotes with Signal Phrases and Correct MLA Citations.

8. Indented Summary Paragraph, Indented Response Paragraph.

9. Article Title Capitalized and in Quotes.

10. Author’s Full Name First Time, Last Name Subsequent References.

**II. Summary Paragraph:** Fullyannotate article, create graphic organizer, write

 well-developed, ¾ to 1 page summary, approx. 10-15 sentences.

1. Intro. Sentence with Author’s Full Name, Article Title, Main Idea

2. First Significant Point from the Article.

3. Point Context and Explanation

4. Concise Example Quote with Signal Phrase and MLA Citation.

5. Quote Commentary with Cause-Effect Explanation.

6. Second Key Assertion from the Article.

7. Point Context and Explanation.

8. Concise Example Quote with Signal Phrase and MLA Citation.

9. Quote Commentary with Cause-Effect Explanation.

10. Wrap Up Sentence with Thoughtful Final Reflection for Whole Summary.

**III. Response Paragraph:** Brainstorm example connections to key ideas in article

 with vivid details showing cause and effect relationships. Write well-developed,

 ¾ to 1 page response, approx. 10-15 sentences.

1. Intro. Sentence Agreeing or Disagreeing with the Author’s Main Idea.

2. Describe Specific Example from Your Own Experience or Someone You Know to

 Illustrate Connection for Your Reader.

3. Include Concrete Details:

**Who:** Name Them

 **What:** Explain What Happened Beginning, Middle, End

 **How:** Felt Disappointed, Elated, etc., Quote Teachers, Parents, Siblings’ Advice, etc.

 **When:** Ages, Years, Time Frames, etc.

 **Where:** Name the School, Class, City, etc.

 **Why**: Cause-Effect Details—Passed Grueling Physics Class by Attending Tutoring

Sessions Twice a Week with Best Friend Sam, Creating Study Flashcards, etc.

Help Readers Visualize This Experience to Show Connection

4. Include Concluding Statement, Tying Connection Back to Article for Strong Finish.

**IV. Editing:** Careful proofreading and editing makes a significant difference in

 whether all of our ideas are clear and persuasive for readers. Re-read written

 work at least three to four times and fix as many of the following as possible to

 create a polished gem:

1. **Repetition:** Use Synonyms--obstacle, difficulty, challenge, strategies, techniques, tips, etc.

2. **Smooth Transitions:** **Cause and Effect** (Therefore, Because of this, Consequently) **Time**

 **Sequence** (After, Following, Then, Later, In September 2010, when I was 16), **Compare**

 **and Contrast** (However, Despite this obstacle, In spite of this difficulty, Even though I

 initially struggled, etc.), **Ordering of Points** (The first problem involved, In addition,

 Furthermore, Another issue I encountered included, etc.),

3. **Summary:** Author’s ideas condensed down, **all in your own words** and sentence

 structure using **collective “we” or third person “they,”** etc., not “I” or “you” and

 avoid contractions with “we have” instead of “we’ve,” “cannot” instead of “can’t”

 avoid slang with “want to” instead of “wanna,” etc. to make this more **formal in tone**.

 **Response:** Concrete example showing connection using “I,” “My sister Sarah,” etc.

4. **Grammar and Sentence Structure:** Fix comma splices, run-ons, spelling, verb tense

 (use present tense verbs for summary, past tense verbs for response connection event which

 happened in the past and is over), to make all of your ideas flow smoothly for your readers.

5. **MLA Quote Format:** Include Signal Phrases and Citations.

6. **MLA Paper Format:** Heading Upper Left, Centered Creative Title, Indented Paragraphs.

\*\* In addition to developing polished writing skills, the summary and responses help us practice strong reading skills. Utilizing annotating and graphic organizing strategies helps us more deeply understand significant points and details in order to come up with powerful summary and responses for each piece we are analyzing. This in turn will increase our success not only in English 120, but in other college courses which frequently require intensive text-based learning.

**Sample S & R Frame--Use as a Model**

**Make This Your Own Word Choice & Sentence Structure**

**(See Subsequent Pages for Additional Phrasing & Formatting Examples)**

Lakiesha Alexandra Smith

Professor Marvelyn Rowe Bucky

English 120 TTH 11:30-2:20

6 September 2016

Summary & Response #1: Dweck

The Power of Mindset in Accomplishing Our Goals

In Stanford University professor Dr. Carol S. Dweck’s thought-provoking *Scientific American* article, “The Secret to Raising Smart Kids,” she argues that \_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

In the beginning of her piece Dr. Dweck describes \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Utilizing concrete anecdotal examples, she paints a picture of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

As Dweck illustrates “\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_” (1).

Unfortunately, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

Dr. Dweck then goes on to explain \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

In one particular study \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

For instance, she states that “\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_” (Dweck 2).

Here, we can clearly see that \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

Ultimately, numerous studies in Dr. Dweck’s research demonstrate that \_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

 I agree with Dr. Dweck’s discussion illustrating \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

For example, last year my twelve-year-old sister Andrea \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ When \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

In this moment, Andrea felt \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

Later, my mother advised Andrea to \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

After this, Andrea \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

This made a significant difference because \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

In reflecting upon Andrea’s experience, I can see now that \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

Similar to the gains experienced by the students who read “You Can Grow Your Brain” in Dweck’s study, my sister Andrea also \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

Both my sister’s experience and the students in Dweck’s studies show that \_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

**More Sample Title, Main idea, Subpoint, Quote Format, Quote Commentary**

**Title:**

S & R #1: Dweck

Motivation and Mindset

S & R #1: Dweck

Creating Success through Process Praise

**Main Idea:**

In “The Secret to Raising Smart Kids,” Stanford University professor Dr. Carol Dweck discusses \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

After examining Dr. Carol Dweck’s *Scientific American* article, “The Secret to Raising Smart Kids,” we can clearly see that her primary argument involves the importance of focusing on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ in \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

**First Subpoint:**

One of Dweck’s initial points involves \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

To start her piece, Dweck shows \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

**Quote Signal Phrase & MLA Citation:**

Dweck vividly details “\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_” (1).

Specifically, Dweck informs us that “\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_” (2).

**Quote Cause & Effect Commentary:**

Because \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ this creates \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

This demonstrates the need for \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ since \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

**Second Subpoint:**

Dweck further asserts that \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

In addition, Dweck describes the importance of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ in \_\_\_\_\_\_\_\_.

**Quote Signal Phrase & MLA Citation:**

Dweck demonstrates the kind of growth mindset necessary when quoting individual children involved in her experiment: “\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_” and “\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_” (2).

For examples, she states “\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_” (Dweck 2).

**Quote Cause & Effect Commentary:**

In giving this particular example, Dweck powerfully details why \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

Dweck masterfully paints a picture of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, persuasively outlining factors leading to \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.