



Differences in Quoting, Paraphrasing, and Summarizing

A Quotation

- provides credibility for what is being said because the point is supported by the words of an authority.
- cites someone's exact words.
- matches the source word for word.
- uses the source's exact words.
- is the exact same length as the source (unless adhering to the rules for adding or deleting material from a quote).

Using the passage quoted below as the primary source, study the RIGHT and WRONG examples that follow the passage from "The Rocking-Horse Winner" by D.H. Lawrence.

"Mother," said the boy Paul one day, "why don't we keep a car of our own? Why do we always use uncle's, or else a taxi?"

"Because we're the poor members of the family," said the mother.

"But why are we, mother?"

"Well—I suppose," she said slowly and bitterly, "it's because your father has no luck."

The boy was silent for some time.

"Is luck money, mother?" he asked rather timidly.

"No, Paul. Not quite. It's what causes you to have money."

(Lawrence, D.H. "The Rocking-Horse Winner." *The Complete Short Stories*. London: Heinemann, 1955. 27-33.)

Rules for Quoting

Do not put different words in the character's mouth.

WRONG: "Mother," said the boy Paul, "why don't we get a car of our own and not use uncle's or a taxi?"

RIGHT: "Mother," said the boy Paul one day, "why don't we keep a car of our own? Why do we always use uncle's, or else a taxi?"

Do not change contractions or point of view in a quotation.

WRONG: "*It is* because *his* father has no luck."

RIGHT: "*It's* because *your* father has no luck."

A Paraphrase

- records the meaning of someone else's words in situations where his or her exact words are not important, or where his or her exact words are not appropriate.
- shows that the writer has command of the material.
- matches the source in terms of meaning.
- uses the writer's own words rather than those of the source.
- is approximately the same length, though sometimes shorter or a little longer than the source.

Rules For Paraphrasing

A paraphrase must contain the IDEA of the quotation BUT NOT THE SAME WORDS IN THE SAME WORD ORDER. If your paraphrase contains three words in the same order as the direct quote, you must use quotation marks!

WRONG: When Paul asked his mother why they did not own a car, she replied it was because they were the poor members of the family. (*"The poor members of the family" is a direct quote and should be enclosed in quotation marks.*)

RIGHT: When Paul asked his mother why they did not own a car, she replied that they did not have as much money as other family members.

A Summary

- records the basic idea of someone else's work.
- avoids unnecessary details when the main point is all that is needed.
- shows that the writer understands what the source is saying.
- gives the audience a general introduction to the source.
- sums up the central point of the source.
- uses the writer's own words.
- is much shorter than the source.
- applies to longer works such as articles, books, chapters, etc.

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