



THE UNIVERSITY OF ARIZONA
COLLEGE OF HUMANITIES

Writing Skills Improvement Program

Tips for Paraphrasing

5-Steps to Paraphrasing

A paraphrase is a synthesis of an author's ideas into a statement that is more appropriate for your readers. Rather than quote the entire passage, you paraphrase main points and key ideas. Always remember to give the author credit for their ideas by including a citation!

- **Step 1:** Read the original passage several times to ensure you understand it well.
- **Step 2:** Close/cover up the original so that you can't see it. From memory, write what you thought was meaningful/important about the original.
- **Step 3:** Check your paraphrase against the original.
- **Step 4:** Change structure or wording if too close, or place quotation marks where necessary.
- **Step 5:** Remember to cite the original source.

Visit

<http://wsip.arizona.edu>

to learn about WSIP services.



We offer free or low-fee
tutoring, workshops,
institutes, and more!