To paraphrase is to use your own words to describe someone else's ideas.

1. Read the article.
2. Re-read actively, highlighting or underlining main points, circling key words, or making notes.
3. Put away your article and your notes!
4. Write down what you remember. Without the original in front of you, you will be more likely to use your own words.
5. Double-check against the original for accuracy and to ensure you haven't borrowed any wording.
6. Cite your source! Even paraphrases need to be cited to avoid plagiarism.

For more paraphrasing and writing resources, visit the Resources for Writers guide. For more resources on how to avoid plagiarism visit the Learn to Research guide.

Visit the NorQuest Library for more information and use the Tutorial and Academic Coaching Services for writing help.