NOTES

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| **Paraphrase** | **Both** | **Summary** |
|  | Re-states the author’s words |  |
| Covers a short passage |  | Covers a longer passage |
| Includes all the points in the original passage |  | Includes only the main ideas of the original passage |
|  | Uses your own words |  |
| Is about the same length as the original passage |  | Is about 60% shorter than the original passage |
|  | Preserves the emphasis of the original passage |  |