

41 Lecture - ENG101

Important Subjective

1. What is summary writing?

Answer: Summary writing is the process of condensing a larger piece of text into a shorter version while retaining the most important information and key points.

2. Why is summary writing important?

Answer: Summary writing is important as it helps individuals to comprehend a larger text and extract the most important information from it. It also helps individuals to develop their writing skills and ability to effectively communicate information to others.

3. What are some tips for writing a good summary?

Answer: Some tips for writing a good summary include reading the text thoroughly, identifying the key points, determining the purpose and audience of the summary, using concise language, and ensuring that the summary accurately represents the original text.

4. What is the difference between a summary and a paraphrase?

Answer: A summary is a condensed version of a larger text, while a paraphrase is a restatement of the text using different words. A summary only includes the most important information and key points, while a paraphrase may include more detail and information.

5. How long should a summary be?

Answer: The length of a summary can vary depending on the length of the original text and the purpose of the summary. However, generally, a summary should be between one-third to one-fourth of the length of the original text.

6. What are some common mistakes to avoid when writing a summary?

Answer: Some common mistakes to avoid when writing a summary include including too much detail, not accurately representing the main ideas of the text, and including personal opinions or biases.

7. What should be included in a summary?

Answer: A summary should include the main ideas and key points of the text, while also being concise and clear.

8. How can one ensure that their summary accurately represents the original text?

Answer: One can ensure that their summary accurately represents the original text by reading the original text thoroughly, taking notes on the main ideas and key points, and comparing the summary to the original text to ensure that nothing important has been left out.

9. What is the purpose of a summary?

Answer: The purpose of a summary is to condense a larger piece of text into a shorter version while retaining the most important information and key points.

10. Can a summary include personal opinions or biases?

Answer: No, a summary should not include personal opinions or biases as it should only focus on the most important information and key points of the original text.