Summary Writing

- Identifying summary points
- Replacing keywords using synonyms
- Replacing keywords using antonyms
- Changing word forms

- Identifying question requirements
- Rephrasing keywords using synonyms
- Eliminating redundancies
- breaking down question requirements
- identifying points
- paraphrasing/rephrasing key terms

Step 1: Highlight the main points that address the question.

Step 2: Step 2: When expressing in your own words, take note of how the following could improve your language marks:

- Appropriate sentence structure variation
- Appropriate synonyms that reflect the accuracy, connotation and intensity
- Change the word form when suitable synonyms cannot be found