

Build a Good Summary

a shortened version of written material that gives the main points or ideas

Nonfiction

Take notes as you read.
Answer the following questions:

- What is the main topic?
- What are the main ideas?
- What are the most important details?
- How do those details support the main idea?
- What are the key words or phrases?
- What information is not important?

Fiction

Take notes as you read.
Answer the following questions:

- Who are the main characters?
- Where and when is the setting?
- What is the main event?
- What are the important details?
- What is the conflict?
- How is the conflict solved?