

Paraphrasing: An Introduction

Paraphrasing the work of others is one of the most important skills. The transformation of the words, phrases and ideas of different authors into your own words avoids plagiarism. However, please note that you still need a citation or citations as appropriate.

Paraphrasing is the skill of synthesising the opinions and evidence provided by one author or by different authors, to reach useful conclusions and insights. It is an advanced skill, which can improve the flow, development and overall cohesion of your ideas.

This handout takes you through the process of paraphrasing. It starts with a brief text, then demonstrates changes made to it using several techniques and ends with a re-worked version of the original text. The original is repeated straight after it.

This handout has four main sections: first, a brief overview of key points to be aware of; secondly, the short original text; thirdly, the paraphrasing techniques, namely using synonyms, nominalisation, and changing the active voice to the passive voice and,

Example of using synonyms:
The goal of Team-based Learning