Citation Skills
Paraphrasing

For further research assistance access the Wahlstrom Library website via the myUB Portal.

Ask a Librarian via Chat: Available when the Library is open through the Library website.

E-mail a Librarian: reference@bridgeport.edu

Call a Librarian: 203-576-4747

Walk-ins welcome!
**Paraphrase**

verb

To express the meaning of (the writer or speaker or something written or spoken) using different words, especially to achieve greater clarity.

In plain English, yo paraphrase means to translate someone else’s ideas into your own. It is an alternative to directly quoting a specific section of someone else’s work.

The trick is that you can’t just change a few words and call it a day. There’s a little more to it than that.

Here are two methods you can use to create quality paraphrases.

**Method 1**

1. Read the section you want to paraphrase until you understand what it says.
2. Put the original document aside and re-write the information in your own words. Sometimes, making an actual list of the main points/concepts in your own words first before creating the paragraph can help here.
3. Compare your version with the original passage to make sure you didn’t create something that’s too close to the original version.

**Method 2**

1. Read the section you want to paraphrase until you understand what it says.
2. Take notes on the section. Write down the main points and whatever you plan to use in your paper. Don’t worry about complete sentences, and **DO NOT** copy word-for-word from the paper.
3. When you are writing your paper and come to where you want the information from your source to go, use your notes to paraphrase. By using your notes instead of the original source, it is virtually impossible to write anything too close to the original version.

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**REMEMBER**

Regardless of whether you’re paraphrasing from a source or you’re directly quoting from it, you **must** have a citation for that source on your reference page. You must **also** place an in-text citation for that source within the body of your paper.