

THEORY:

How to Write a Summary

Preparing to Write: To write a good summary it is important to thoroughly understand the material you are working with. Here are some preliminary steps in writing a summary.

1. Skim the text, noting in your mind the subheadings. If there are no subheadings, try to divide the text into sections. Consider why you have been assigned the text. Try to determine what type of text you are dealing with. This can help you identify important information.
2. Read the text, highlighting important information and taking notes.
3. In your own words, write down the main points of each section.
4. Write down the key support points for the main topic, but do not include minor detail.
5. Go through the process again, making changes as appropriate.

Writing the Summary:

When writing the summary there are three main requirements:

1. The summary should cover the original as a whole.
2. The material should be presented in a neutral fashion.
3. The summary should be a condensed version of the material, presented in your own words.

* * Also do not include anything that does not appear in the original. (Do not include your own comments or evaluation.)

and

Be sure to identify your source.

PRACTICE:

1. Read the Theory of 1BAC A / B, 16-03-2020 and write a summary of it

10. Complete the passage with the verbs in brackets. Use the active, passive or causative verbal forms.

Going to the Dentists ?

A trip to the dentist's ¹... (often see) as a traumatic experience, but just remember that dental care used to be a lot worse. In ancient times, people thought toothache ²... (cause) by worms or demons. Priests used prayers to cure the problem, which probably ³... (not help) very much. In 15 AD, the famous Greek doctor Archigenes treated toothache by drilling a hole in the tooth, using a special drill that he ⁴... (invent). He then inserted a mixture that ⁵... (prepare) from spider's eggs, worms and plants. Until recently, people who ⁶... a tooth ... (pull out) suffered terrible pain. Patients had to be tied to the chair, since no anesthetic was used while the tooth ⁷ ... (extract). As you can see, we should be very thankful for modern dentistry. But who knows? Perhaps in the future, today's dentists ⁸ ... (consider) quite primitive!

LIVING ENGLISH :

Complete the mini-dialogues with the expressions below.

Given the choice * we've got it covered * it can't be helped * easier said than done

1. A: I've got to lose two kilos this month.
B: Good luck! That's ...
2. A: Let's join an exercise class.
B: To be honest, ... I'd rather swim!
3. A: What do we still need for the Zumba Lesson? Music?
B: No... Emma's bringing the music.
4. A: The doctor has been called out on an emergency. He can't see us today!
B: Oh, well, ...

SOLUTIONS:

1) The summary will be assessed attending to the following aspects:

- All the texts that follow the logical order expressed in the original text and they also are grammatically correct and show all the points of information mentioned and listed previously.

10)

1. is often seen
2. was caused
3. didn't help
4. had invented
5. had been prepared
6. had ... pulled out
7. was being extracted
8. will be considered

LIVING ENGLISH :

Answers to MINI-dialogues:

1. easier said than done.
2. given the choice.
3. we've got it covered.
4. it can't be helped.