

5 Steps to Paraphrasing Author Ideas

Step 1: **Read** the text.

Step 2: **Remove** the text.

Step 3: **Explain** the idea out loud.
(Repeat Steps 1-3, if necessary.)

Step 4: **Write/Type** the explanation.

Step 5: **Return** to the original text to confirm accuracy in names, numbers, spellings, sourcing, etc.