



Paraphrasing means changing the wording of a text, so that it is significantly different from the original source, without changing the original intended meaning.

Effective paraphrasing is a key academic skill needed to avoid the risk of plagiarism and it demonstrates your understanding of source material.

**A good paraphrase usually:**

- Has a different structure to the original
- Has mainly different vocabulary
- Retains the original meaning, including the key information of the original text
- Keeps some phrases from the original that are in common use

**Techniques for paraphrasing**

**1. Changing the vocabulary by using synonyms:**

Claims/argues, twentieth century/ 1900s/ work/employment pressure/stress

**2. Changing word class:**

**Noun-verb:** explanation/explain

**Adjective-verb:** mechanical/mechanise

**Adjective-noun:** profitable/profitability

**3. Changing word order:**

She missed the train because she had to go to a meeting.

(Report – Cause)

Having to attend the lecture led to him not catching the train.

(Cause –Result)

**4. Active to Passive or Passive to Active:**

A policeman arrested him. –

He was arrested by a policeman.

The accident was caused by a dog. –

A dog was responsible for the accident.