

After you have read and marked up the article, use this Focus Sheet to help you get started.

STEP 1: Remember that a summary gives the main points of a text but not the details. Use the boxes below to write the **central idea** for each paragraph or section of the selection. Be sure to **use your own words** and **write in complete sentences**.

Central Idea #1 _____

Central Idea #2 _____

Central Idea #3 _____

Central Idea #4 _____

Central Idea #5 _____

STEP 2: Create a clear **topic sentence** using the **S “T” A r t** strategy.

Example:

In the article “Deep Waters,” Michelle Ameen discusses the concerns about rising sea levels.

S **“T”** **A** **r** **t**

In the _____

source type, for example:

article	excerpt	biography	speech	myth
fable	selection	short story	narrative	essay

“Title of the Passage”

(put it in quotation marks)

(capitalize all “big” words over five letters long and all nouns and verbs)

Author**right verb**

describes	argues	claims
discusses	explains	suggests
interviews	insists	
reports	recommends	

topic (a few words that describe what the selection is about—the central idea of all the central ideas)