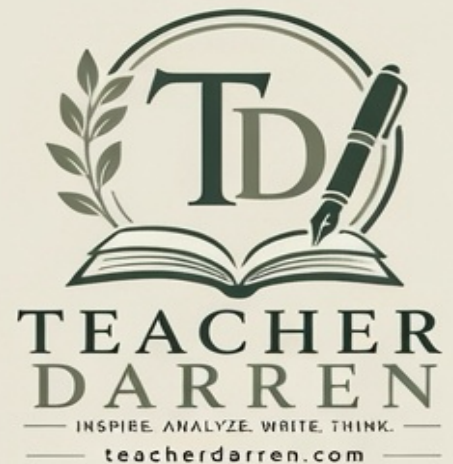


The Carter English Curriculum™

Reading • Writing • Thinking

Grade 9 – Cambridge IGCSE English Language (0500)



Summary Writing

Module 4: Grouping and Summarizing Notes

Summary Writing Module 4

Grouping and Organizing Notes

Learning Objective

Students will organize summary notes into logical categories and prepare an effective summary plan.

Why Do We Group Notes?

Imagine a summary that looks like this:

- friendly locals
- wildlife
- confidence
- villages
- cyclists helping
- flowers
- unusual meals
- excitement
- personal growth

Although all of these points are relevant, they seem random.

Strong summary writers organize information before writing.

Grouping similar ideas together helps readers understand information more easily.

The Summary Planning Process

Step 1: Find relevant information.

↓

Step 2: Convert information into notes.

↓

Step 3: Group similar notes together.

↓

Step 4: Write the summary.

Today we will focus on Step 3.

Activity 1: Finding Categories

Look at the notes below.

Notes

- welcoming locals
 - talking with people
 - helpful cyclists
 - flowers
 - wildlife
 - forests
 - beaches
 - discover strengths
 - build confidence
 - overcome challenges
 - villages
 - unusual meals
 - daily adventures
 - exciting experiences
-

Category A

Which notes belong together?

Category Name:

Category B

Which notes belong together?

Category Name:

Category C

Which notes belong together?

Category Name:

Category D

Which notes belong together?

Category Name:

Activity 2: Create Your Own Categories

Read the notes below.

Notes

- seeing the world
- peaceful campsites
- quiet beaches
- meeting locals
- conversations
- learning about yourself
- confidence
- flowers
- animals
- villages
- roadside meals
- support from cyclists

Create FOUR categories.

Category 1

Name:

Notes:

Category 2

Name:

Notes:

Category 3

Name:

Notes:

Category 4

Name:

Notes:

Activity 3: Creating Umbrella Points

A summary should not simply list notes.

Good summary writers combine notes into larger ideas.

Example

Notes:

- flowers
- animals
- forests
- beaches

Weak Summary Point:

People can see flowers, animals, forests and beaches.

Better Summary Point:

Cycle touring allows travellers to enjoy nature and scenery.

Create umbrella points for the following groups.

Group 1

Notes:

- welcoming locals
- conversations
- helpful cyclists

Summary Point:

Group 2

Notes:

- confidence
- discovering strengths
- overcoming challenges

Summary Point:

Group 3

Notes:

- villages
- roadside meals
- daily adventures

Summary Point:

Activity 4: Organizing a Summary Plan

A strong summary has a logical structure.

Look at the categories below.

Social Experiences

- friendly locals
- helpful cyclists

Personal Growth

- confidence
- discover strengths

Nature

- wildlife
- flowers

Travel Experiences

- villages
- unusual meals

Which category would make the best opening section?

Why?

Which category would make the best closing section?

Why?

Activity 5: Build a Summary Skeleton

Use the categories below to create a summary plan.

Social Experiences

- welcoming locals
- helpful cyclists

Personal Growth

- confidence
- discovering strengths

Nature

- wildlife
- flowers

Travel Experiences

- villages
- unique meals

Opening Idea

Middle Idea 1

Middle Idea 2

Closing Idea

Reflection

Why is grouping notes important?

Exit Ticket

Look at the notes below.

- villages
- unusual meals
- local culture

Write ONE umbrella point that combines all three.

Success Criteria

I can:

- ✓ identify related ideas
- ✓ organize notes into categories
- ✓ combine details into umbrella points
- ✓ create a summary plan
- ✓ prepare notes for summary writing