



Précis Writing A How-To Guide, CHC2D



OVERVIEW

What is a précis? It is a condensed summary/restatement of an article or piece of work. A précis is roughly between $\frac{1}{4}$ and $\frac{1}{2}$ the length of the original.

When writing, the idea is to preserve the main ideas of the original work, but put them in your own words, including examples where relevant. You should not include any personal opinions or commentary. For the Grade 10 History course, a précis provides you with the perfect framework for summarizing, as well as note-taking. It will also show whether or not you truly understand what you have read.

PRACTICE ACTIVITY

Read the following article (163 words in length) and write a précis of **no more** than 55 words. Ensure that all major points are covered in your submission. Remember to use correct grammatical form and orderly presentation in your précis. The quality of written communication will be assessed.

BUSES

In the past couple of years, hundreds of new buses were introduced to the network as the old Transit buses were phased out. All buses run 24 hours a day and have a low-floor which allows greater accessibility to wheelchair users and passengers with buggies. The only exceptions are routes 9 and 15, which are operated by the world-famous and much-loved open-platform Transit buses. The introduction of "bendy buses" with multiple door entry have contributed to speeding up boarding times at bus stops and stations; however, passengers must have a ticket or valid pass prior to boarding. They can buy a ticket or a one-day Bus Pass from pavement ticket machines, although this process may be frustrating since these machines are often out of order. Inspectors randomly patrol buses and can fine passengers up to \$100 if they board a bus and have not paid. Better to travel armed with an Oyster card (weekly, monthly or annual travel card) or some other pass....

Checklist

- ✓ Does my précis include the main ideas and basic facts?
- ✓ Is it in my own words?
- ✓ Does it stay within the word count limit?
- ✓ Has personal opinion/commentary been left out?
- ✓ Has the correct tone been used?
- ✓ Have all contractions been removed?
- ✓ Have I proofread for errors in spelling, grammar and punctuation?

Precis Practice Activity Peer Evaluation Checklist



Precis Writer: _____

Precis Evaluator: _____

Criteria	Has the writer been successful in this area?		If "no" was checked, explain why	Suggestions for future improvement
	Yes	No		
Are the main ideas and facts included?				
Is it in the author's own words?				
Does it stay within the word count limit?				
Has personal commentary/opinion been left out?				
Has the correct tone been used?				
Have all contractions been removed?				
Have errors in spelling, grammar and/or punctuation been corrected?				