

Activity 13: Summarizing and Responding

The Summary of Informational Text Template is a tool to further your understanding of the author’s purpose, main claim, and audience in reference to the tone of the text. Word banks are provided for your reference, although you may use other words to best summarize the author’s intent.

Summary of Informational Text Template

Reading Selection and Author:

Who/What? Sentence 1

_____ in the _____,
(author) (text) (A)
_____, _____
(title) (verb) (D)
that _____.

How? Sentence 2

_____ supports his / her _____
(Author’s last name) (stance) (B)
by _____
(C)

_____.

Why? Sentence 3

The author’s purpose is to _____
(refer to (D) and add info)
_____ in order to/so that _____

_____.

To Whom? Sentence 4

The author writes in a _____ tone for _____.
(E) (audience)

Word Bank

A (text)	B (stance)	C (purpose)	D (purpose)	E (tone)
article book review essay column editorial etc.	argument position assertion claim suggestion point question explanation statement etc.	comparing contrasting telling explaining illustrating showing demonstrating defining describing clarifying listing etc.	shows points out suggests states questions argues exposes proves etc.	academic formal informal sarcastic humorous informative contemptuous cautionary condescending respectful etc.