



Monthly Training Webinar

Unit 6: Summarizing Multiple References

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**Institute for
Excellence in
Writing**

Listen. Speak. Read. Write. Think!

Welcome!

A few instructions for those new to an IEW webinar

- Q&A box:
 - Only I and a few staff members will see what you type.
 - I'll answer as I'm able.
- Chat box:
 - All can see your comments.
 - Use this area to “pass notes in class.”
 - I'll pretty much ignore this area, but our staff will monitor and repost to me if deemed necessary.
- Links on the slides and in the chatbox are “live.”
- If you can't hear, try exiting and returning.
- Don't worry, we can't hear or see you.
- Yes, this webinar will be recorded, and you will receive a link to access the recording and slides. (**Not** posted to webinar archive page)



An Overview of IEW's Nine Structural Models

1: Note Making
and Outlines

(September)

2: Writing from
Notes

3: Retelling
Narrative Stories

(October)

(November)

4: Summarizing
a Reference

5: Writing from
Pictures

(December-
January)

February

6: Summarizing
Multiple
References

7: Inventive
Writing

(March)

(April)

8: Formal
Essay Models

9: Formal
Critiques

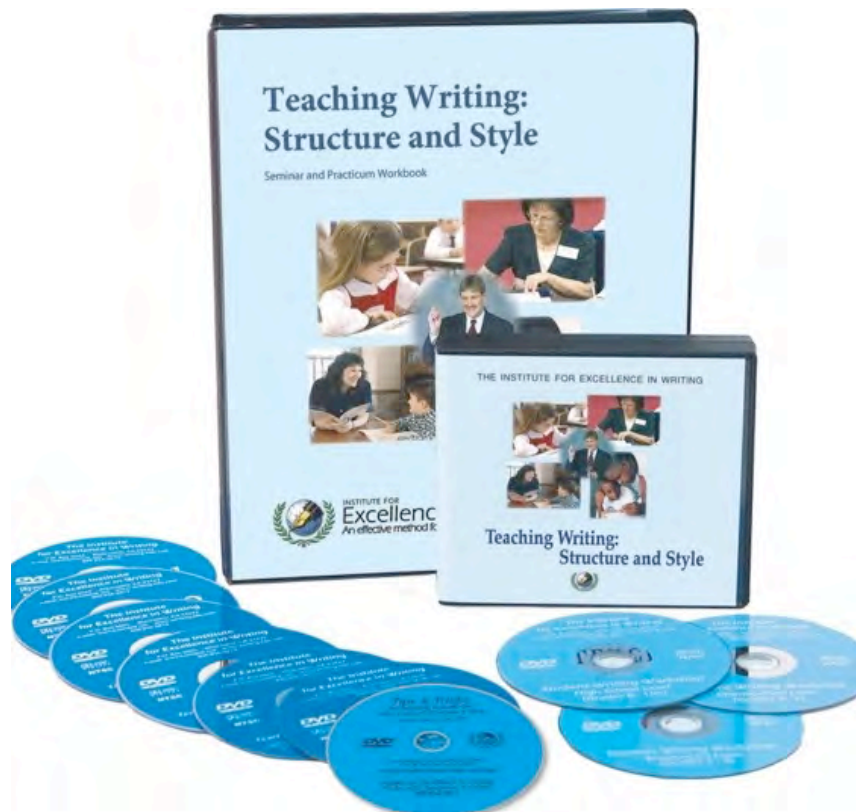
(May)



Have handy your *Teaching Writing: Structure and Style Seminar Workbook*.

First Edition: Pages 37–46 plus page 14 in the Tips & Tricks Handout [Tips & Tricks](#)

Second Edition: Disc 6 plus 83–108 in the Seminar Workbook



[Click here](#) for more details about the new edition.



Tonight's Outline

- Goals and recommended materials
- Why the units leading up to Unit 6 are so important
- Teaching procedure and practicum
- Style
- Q&A

UNIT 6

Summarizing Multiple References

- Find multiple sources.
- Choose topics.
- 1 outline/topic/source.
- Create fused outline.



SOURCE 1 (info on source)	SOURCE 2 (info on source)	SOURCE 3 (info on source)
I. Topic A	I. Topic A	I. Topic A
1.	1.	1.
2.	2.	2.
3.	3.	3.
4.	4.	4.
5.	5.	5.
USEFUL INFORMATION	FUSED OUTLINE	STYLE LIST
quotes due date or more notes	I. Topic A 1. 2. 3. 4. 5. 6. Clincher	-ly who-which strong verb



Goals for Unit 6

- For students to learn to use the classroom (or home) library and ultimately the main library, find reading material on a topic, take notes, and write a summary.
- To continue to use and refine the topic-clincher rule
- For students to be able to
 - use multiple references
 - take notes on a specific topic from each reference
 - fuse and write a summary from the fused outline
- For students to document their references



Recommended Materials

- Unit 6 Poster –
 - Make your own poster OR
 - Classroom Size IEWSchools.com/POST
 - Mini Posters IEW.com/POST-M
 - PDF of Mini Posters in your [Premium Subscription](#)
 - Portable Walls IEW.com/PW
- Mini books or encyclopedia articles
- Electronic or other sources if desired.



What not to do...

1. The Note Card Project



2. The Pasco Problem

- I'll get to this in a minute...

Why the units leading up to Unit 6 are so important:

- Unit 1 & 2: How to write from an outline
- Unit 3: Paragraphs have purpose
- Unit 4: Understanding that
 - a paper has a SUBJECT
 - a paragraph has a TOPIC (Topic-Clincher rule)
 - Number of ¶ = number of topics
 - Paragraphs are made of up FACTS
 - Choosing interesting and important facts
- Unit 5: Imagination and thinking skills
- Unit 6: Takes these ideas and moves forward




What's the difference between Units 4 and 6?

One Source: Filter

UNIT 4 Summarizing a Reference

- Key words from fa
- Choose 4-7 detail:
- 3 words max.
- 1 topic per ¶.



Topic Clincher Rule

Repeat or reflect 2-3 key words.

I. TOPIC

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.

CLINCHER


SUMMARIZING

Begin with a single-topic source text with ten or more facts.

What's the difference between Units 4 and 6?

UNIT 4 Summarizing a Reference

- Key words from fact
- Choose 4-7 details
- 3 words max.
- 1 topic per ¶.



Topic Clincher Rule

Repeat or reflect 2-3 key words.



I. TOPIC

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.

CLINCHER

UNIT 6 Summarizing Multiple References

- Find multiple sources.
- Choose topics.
- 1 outline/topic/source.
- Create fused outline.

INFORMATION

quotes
due date
or more notes

STYLE LIST

ly
who-which
strong verb

UNIT 6

One Source: Filter

Multiple Sources:
Filter...

Filter, then filter again!

Unit 6: Teaching Procedure


1. Choose subject and gather sources
2. Discover possible topics
3. Choose topic(s)
4. Create source outlines
5. Create fused outline
6. Repeat for other topics*
7. Write paragraph(s) using the checklist

*Some students may prefer to write the paragraph before tackling a new topic.

UNIT
6

Summarizing Multiple References

- Find multiple sources.
- Choose topics.
- 1 outline/topic/source.
- Create fused outline.



SOURCE 1 <small>(info on source)</small> I. Topic A	SOURCE 2 <small>(info on source)</small> I. Topic A	SOURCE 3 <small>(info on source)</small> I. Topic A
1. 2. 3. 4. 5.	1. 2. 3. 4. 5.	1. 2. 3. 4. 5.
USEFUL INFORMATION <hr/> <i>quotes</i> <i>due date</i> <i>or more notes</i>	FUSED OUTLINE I. Topic A 1. 2. 3. 4. 5. 6. Clincher	STYLE LIST <hr/> <i>-ly</i> <i>who-which</i> <i>strong verb</i>



Unit 6 Organization

<p>SOURCE 1 (info on source) I. Topic A</p> <ol style="list-style-type: none"> 1. 2. 3. 4. 5. 	<p>SOURCE 2 (info on source) I. Topic A</p> <ol style="list-style-type: none"> 1. 2. 3. 4. 5. 	<p>SOURCE 3 (info on source) I. Topic A</p> <ol style="list-style-type: none"> 1. 2. 3. 4. 5.
<p><i>USEFUL INFORMATION</i></p> <hr/> <p><i>quotes</i> <i>due date</i> <i>or more notes</i></p>	<p>FUSED OUTLINE</p> <p>I. Topic A</p> <ol style="list-style-type: none"> 1. 2. 3. 4. 5. 6. <p>Clincher</p>	<p><i>STYLE LIST</i></p> <hr/> <p><i>-ly adverb</i> <i>who-which clause</i> <i>because clause</i></p>



What not to do...

1. The Note Card Project



2. The Pasco Problem



Unit 6: Let's try one together

1. Choose subject (kangaroo rat) and gather sources.

<http://iew.com/help-support/blog/another-free-resource-you-iew-kangaroo-rats-mini-books>



Unit 6: Let's try one together

1. Choose subject and gather sources.
2. Discover possible topics.

A3-12



CHEEKS FOR STORAGE

A3-11



PINT-SIZED HOARDERS

A kangaroo rat is a funny little animal. It hops around on its long hind legs like a tiny kangaroo. It uses its short front legs

nor
not.
only
ere
am-
ich
with
roo



A3-10



KANGAROO RATS

Kangaroo rats are cute furry rodents who live in the desert. They have long hind legs and short forelegs. They hop instead of running. Their long tufted tail helps them keep their balance as they hop along. They are mostly white on the belly with brown or tan fur on their backs. They do not have any fur on their tiny rounded ears. Their



Unit 6: Let's try one together

1. Choose subject and gather sources.
2. Discover possible topics.
3. Choose topics
4. Create Source Outlines
(Create a KWO on one topic from each source)

A3-12



CHEEKS FOR STORAGE

A3-11



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Unit 6: Let's try one together

1. Choose subject and gather sources.
2. Discover possible topics.
3. Choose topics
4. Create Source Outlines
(Create a KWO on one topic from each source)
5. Create fused outline

SOURCE 1	SOURCE 2	SOURCE 3
(info on source)	(info on source)	(info on source)
I. Topic A	I. Topic A	I. Topic A
1.	1.	1.
2.	2.	2.
3.	3.	3.
4.	4.	4.
5.	5.	5.

FUSED OUTLINE

I. Topic A

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.

Clincher



Unit 6: Let's try one together

1. Choose subject and gather sources
2. Discover possible topics
3. Choose topic(s)
4. Create source outlines
5. Create fused outline
6. Repeat for other topics*
7. Write paragraph(s) using the checklist

Summarizing Multiple References

Unit 6 Composition Checklist

Kangaroo Rat

Name: _____

Source Text: _____

STRUCTURE

- Name and date in upper left-hand corner _____
- Composition double-spaced _____
- Title is centered and repeats 1–3 key words from final sentence. _____
- Topic-clincher repeats or reflects 2–3 key words (highlighted or bold). _____

STYLE Each paragraph must contain at least one of each element of style

CHECK FOR BANNED WORDS:

§1 §2 Dress-Ups (underline one of each)

- ly adverb (dual -ly adverbs) _____
- who-which clause (invisible w-w) _____
- strong verb (dual verbs) _____
- quality adjective (dual adjectives) _____
- www.asia.b clause _____

§1 §2 Sentence Openers* (numbered)

- [1] subject _____
- [2] prepositional _____

MECHANICS

- capitalization _____
- end marks and punctuation _____
- spelling and usage _____
- complete sentences _____



Unit 6: Let's try one together

1. Choose subject and gather sources
2. Discover possible topics
3. Choose topic(s)
4. Create source outlines
5. Create fused outline
6. Repeat for other topics
7. Write paragraph(s) using the checklist.

FUSED OUTLINE

I. Topic A

1.

2.

3.

4.

5.

6.

Clincher



Kangaroo Rats A3-10: Front and Back

Kangaroo Rats

A3-10

der pink skin. Hundreds of baby kangaroo rats are born in the desert every year.

Kangaroo rats are not social at all. They keep to themselves and protect their burrows from others. They block the entrances to their homes with dirt during the day to keep the hot air and other animals out. There is so little food in the desert that they hide the seeds in their dens. Sometimes they growl and thump their hind feet to chase others away from their space. Kangaroo rats are not friendly.

A3-10



KANGAROO RATS

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<http://iew.com/help-support/blog/another-free-resource-you-iew-kangaroo-rats-mini-books>

Kangaroo Rats A3-10: Inside

Kangaroo Rats

A3-10

shiny black eyes help them see in the dark. Kangaroo rats are adorable animals.

The desert is the kangaroo rats' habitat. They live in the dry regions of the Southwestern deserts in the United States. Sandy or rocky soil is perfect for digging underground homes. There is not much vegetation in this climate. Kangaroo rats survive on seeds, grasses, and small insects. They are



Kangaroo Rats

A3-10

so small that they do not require much food. This unfriendly habitat is perfect for them.

Kangaroo rats can live without drinking water. They are able to get water out of the seeds that they eat. They do not drink or store water at all. They do not sweat except on the bottom of their feet. They live in burrows underground where it is damp and cool to avoid the desert heat. They do not come out until late at night when the temperature is cool. Kangaroo rats do not need to drink water.

Two to three litters are born to each kangaroo rat female every year. It only takes thirty days for them to be born. Each litter can have up to seven pups. Normally a litter includes only two pups. When they are born, they are hairless and toothless. Their eyes and ears are closed for a few weeks after birth. The future fur color patterns can be seen on the ten-



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Kangaroo Rats A3-11: Front and Back

Kangaroo Rats

A3-11

lem to man. Recently more people have moved into their habitat. The kangaroo rat has become a pest. Ranchers have sown grass seed for their animals to graze upon. Farmers have begun to irrigate their crops. This is a gold mine for the kangaroo rat. They steal the seeds that ranchers and farmers have planted. People now see the pint-sized hoarders as pests.

A3-11



PINT-SIZED HOARDERS

A kangaroo rat is a funny little animal. It hops around on its long hind legs like a tiny kangaroo. It uses its short front legs for digging and gathering seeds. It never runs about on all four legs like other rats. Nighttime is its busy time for finding food. The kangaroo rat stuffs the seeds it finds in its fur-lined cheek pouches until they are



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Kangaroo Rats A3-11: Inside

Kangaroo Rats

A3-11

full. Then, it puts the seeds in its burrow to eat later. The kangaroo rat is fun to watch.

The kangaroo rat is small and cute! It is only twelve inches long including its tail. Its tail has a puff of fur on the end. It is longer than the animal's body and head. It has large brown eyes. Its ears are furless, rounded. The plump body of the kangaroo rat is covered in a mixture of tan, cream, and white



Kangaroo Rats

A3-11

fur. The kangaroo rat is an adorable rodent.

There are twenty-two species of kangaroo rat. All of them live in North America. Some of these desert mammals live only in California. Their habitat is in arid deserts where the soil is sandy or rocky. The Giant Kangaroo Rat is the largest of the species. It weighs about five ounces. Ord's Kangaroo Rat is one of the smallest, most common species.

Kangaroo rats live in colonies but they do not work together. They do not even pay attention to each other. They only migrate when the food supply is gone. Sometimes they move as far as a mile away to set up their new homes. Up to twelve kangaroo rats may live on one acre of land. The colony spaces the burrows far enough apart that each has enough room to graze.

For years kangaroo rats were no prob-

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Kangaroo Rats A3-12: Front and Back

Kangaroo Rats

A3-12

actually on the outside of their mouth. They are fur lined and dry. They carry their food efficiently while continuing to search for more. After they have stuffed their cheek pockets full, the kangaroo rats deliver the food to hiding places in their dens. They have a handy carrying case for their food.



A3-12



CHEEKS FOR STORAGE

Kangaroo rats are neither kangaroos nor rats. They resemble mice but they are not. They are in a family that includes only kangaroo rats and pocket mice. There are twenty-two species within the family. The banner tail kangaroo rat, which is one of the largest, has a black tail with a bushy white tip. The desert kangaroo



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Kangaroo Rats A3-12:

Kangaroo Rats

A3-12

rat has a white tip on its tail, too, but its body is yellow instead of brown. There is much variety in this rodent family.

Baby kangaroo rats are called pups. They are ugly and helpless when they are born. They have no fur or teeth. They cannot see or hear. They wiggle and squirm looking for their mother to feed them. Sometimes there are as many as seven pups in a litter. The pups will be cute in about two months when their fur grows in.

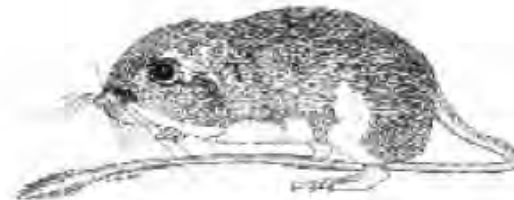
Humans do not often see kangaroo rats. They live in sparsely populated areas and they are active only at night. The daytime is extremely hot in the desert where they live, so they stay inside their burrows. Many larger animals like to eat kangaroo rats. To avoid being eaten, they hop around only at night. Kangaroo rats hide from danger.

Kangaroo Rats

A3-12

Kangaroo rats are great jumpers. They have large hind feet and legs that help them jump up to nine feet in one bound. Their feet are hairy on top and on the sole. Balance is not a problem because of their long tails. Because they stand on their hind feet, they are considered bipedal. When they jump, there are two footprints and a tail print in the sand. It is no wonder that they are called kangaroo rats.

These tiny hoppers spend their nighttime hours gathering food and putting it in pouches in their cheeks. The pouches are



Kangaroo Rats

I. KR Body

1. long hind, short front
2. tufted tail, balance
3. brown, white belly
4. ears, fur
5. black eyes

7

Notes/Sources

Pint-Sized Hoarders

I. KR Body

1. 12" incl., tail
2. longer > body + head
3. brown eyes?
4. plump body
5. -

v

Fused Outline

I. KR Body, "cute"

1. long hind, short front
2. jump, 9', one leap.
3. "stand, hind, "bipedal"
4. brown, tan, white, belly
5. 12" length, $> \frac{1}{2}$ = tail
6. ears, fur (tufted)

Glincher

Cheeks for Storage

I. KR, Body

1. jump, 9', one
2. hairy feet, sole
3. stand, hind, "bipedal"
4. "Kangaroo"
- 5.

Style Checklist

Unit 6: Let's try one together

1. Choose subject and gather sources
2. Discover possible topics
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4. Create source outlines
5. Create fused outline
6. Repeat for other topics
7. Write paragraph(s) using the checklist

<p>SOURCE 1 (info on source) I. Topic B</p> <ol style="list-style-type: none"> 1. 2. 3. 4. 5. 	<p>SOURCE 2 (info on source) I. Topic B</p> <ol style="list-style-type: none"> 1. 2. 3. 4. 5. 	<p>SOURCE 3 (info on source) I. Topic B</p> <ol style="list-style-type: none"> 1. 2. 3. 4. 5.
<p>USEFUL INFORMATION</p> <hr/> <p>quotes due date or more notes</p>	<p>FUSED OUTLINE I. Topic B</p> <ol style="list-style-type: none"> 1. 2. 3. 4. 5. 6. <p>Clincher</p>	<p>STYLE LIST</p> <hr/> <p>-ly who-which strong verb</p>





Listen. Speak. Read. Write. Think!

A word or two about documentation

- Step 1: Bibliography
- Step 2: Integrated quotation (no footnote)
- Step 3: Inset quotation (no footnote)
- Step 4: Paraphrase (needs footnote or endnote)
- Step 5: Foot- or end-notes & Works Cited (choose a style, get a style sheet)
 - Books
 - Periodicals
 - Web sites, etc.
- Step 6: Informational Footnote



Any questions so far?



**TIP: SAVE YOUR UNIT 4 & 6 SUMMARIES
FOR UNIT 8!**



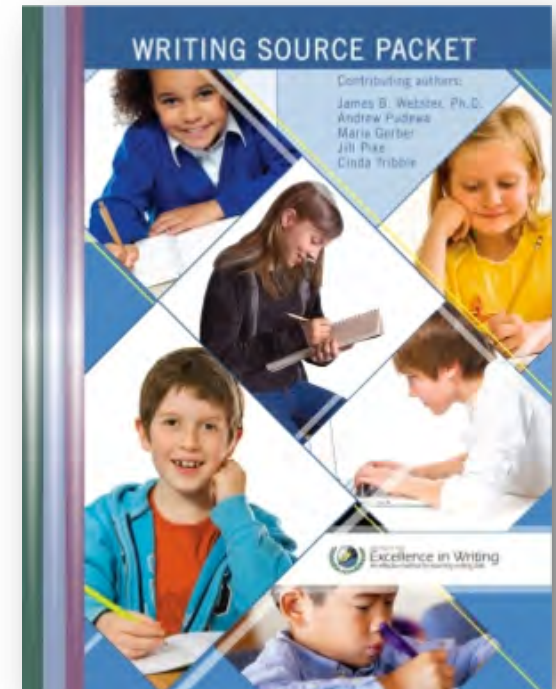
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Source options:

1) Writing Source Packet

Included with your Premium
Subscription or
Available at IEW.com/WSP-e



Source options:

2) Any theme-based products or Classroom Supplement



OR Classroom Supplements



Benefits:

- Lessons laid out
- Covers most/all units
- Great for co-ops and hybrid schools

Parents/Teachers should be familiar with the *Teaching Writing: Structure & Style* method

Benefits:

- Lessons laid out
- Covers most/all units
- Great for fulltime teachers

Teachers should be familiar with the *Teaching Writing: Structure & Style* method



Source options: Get your own

3) For Older or More Experienced Students

- Teacher dictates the general subject
 - E.g. A real person who is no longer living
- Students gather their own sources about their subjects and bring them to class
 - At least one must be a book (Try the Young Adult section)
 - A second source can be an article from the web, magazine, or book.
 - The third source should be an an encyclopedia article. (If from the Internet, print out)
- In class review the process, then circulate.



Stylistic Techniques Pacing

- Techniques should be “dripped” in as they become EASY.

- Example:



Odd numbered units often lend themselves more easily to new “style” instruction.





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Any more questions?



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Join us for our Unit 7 Webinar!

- Unit 7: Inventive Writing (FKA “Creative Writing)
- February 26, 7:30PM Central Time
- Register here: IEW.com/webinar

