

General feedback on summaries

- Concentrate on the main ideas! Often you have to describe the main ideas in one or two paragraphs. You just have to skip everything less important.
- Don't refer to the structure of the original article. The summary should be independent and understandable alone. It is enough to give the reference in the beginning.
- When you mention a new concept for the first time, emphasize it (italics). All of you had at least one such concept.
- If you want to use abbreviations, introduce them when you mention the concept for the first time. After that you can use the abbreviation alone. Use abbreviations only when needed.
- If you borrow direct citations from the original text (as many of you did!) you have to use quotation marks – otherwise it is plagiarism! However, the goal is to express the ideas by your own words – such words which you understand and can use.
- Notice: "by your own words" does not mean that you take a sentence and just replace a couple of words with nearly synonyms. The results are even more awful. The meaning changes totally, if you e.g. replace "training set" by "educational set" or "variance" by "change"!
- Don't mention anything you don't understand yourself. Either find out the meaning and tell the reader, too, or skip that thing.
- Quite many of you seemed to have some unclear concepts. Try to identify all such concepts which are essential for understanding the main ideas and find out their meaning. You can use any textbooks or glossaries for that. (I will give you also individual hints what to check.) → Write the definitions of the main concepts for your final paper!

How to do it in practice?

1. Print the paper and make your own markings: underline important ideas, enumerate, write questions or explanations into marginals, etc.
2. Collect the main ideas into a bullet list. You can already prune out less important points and repetition. Suggestion: write the list in your mother tongue (or write down only the special terms in English).
3. Group the items in your list and give each group or a pair of close groups a title
4. Write a paragraph from each group.

Hint: You can usually skip the experimental part in the paper (unless it is your research goal). Just check what was tested, which methods were compared, and if any conclusion was drawn.