

ABSTRACTS

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E.V. Shkurko

TEACHING ANNOTATING TEXTS

Writing summaries is one of the most important writing skills. The acquisition of technology of compressing texts is essential for today's high school graduates and students since, when applying for grants and scholarships for training or for participating in youth programs at foreign organizations, students are required to submit a brief description of a research project or a socially-oriented project.

Summarizing is the process of analytical and synthetic processing of primary documents for the purpose of their analyzing and extracting relevant information.

There are various kinds of summaries, but when writing research papers out of all types of compressed texts reference summaries are most frequently used as the most effective in providing information on the latest achievements in various fields of science and technology and saving time of searching and collecting scientific information. Knowledge of the rules of compiling summaries and skillful use of them contributes to obtaining the main information from the source relevant to the topic of research and to presenting it in accordance with the requirements of regulatory documents.

Key words: summary, creating summaries, compressed text, reference summary, primary / secondary document.