

## Advice on Summarizing

### Shorten lists and limit examples

<p>"The banks accepted deposits of money and charged interest in loans. Before long banks began to provide other services. They issues bank notes and checks, making large payments in coins a thing of the past."</p>	<p>Banks provided many services such as loans, deposits, and checks.</p>
<p>"After defeating the Arab fleet, the Portuguese built trading posts in India, China, Japan, the Persian Gulf, and in the Moluccas, or Spice Islands of Southeast Asia. From these bases, they controlled most of southern Asia's sea trade."</p>	<p>The Portuguese defeated the Arabs, and then set up trading posts in southern Asia to control most the sea trade there.</p>

**New or important terms must be included. But ...**

**Don't define new terms as the author or the target text did. Just use the word.**

<p>"In the 1600s, new ways of doing business developed in Europe. Historians call this the 'commercial revolution'. Commerce is the buying and selling of goods in large amounts over long distances."</p>	<p>New ways of supporting commerce developed in Europe in the commercial revolution of the 1600s.</p>
<p>"Mercantilists believe the best way to do this is to export, or sell to other countries, more goods than you import, or buy from them. If you export more than you import, more gold flows in from other countries than flows out."</p>	<p>Mercantilists want their country to collect more gold tan others by having more exports than imports.</p>