

## ACE Quick Guide to Paraphrasing

### What is Paraphrasing?

To **rephrase another person's idea** which is contained in a specific section of text. You should paraphrase **when you are interested solely in the idea**, and not the language used to express this idea.

### Why Paraphrase?

Restating what you have read in your own way allows you to:

- Reflect critically and independently on scholarly resources, improving your subject knowledge.
- Show your tutor that you have understood what you have read, and the extent to which existing research has influenced your conclusions and recommendations.
- Express critical arguments in your own style of writing, integrating them in a way that best supports your line of reasoning.

### A Good Paraphrase...



Retains the original meaning using **different words**.



Is the **same length** as the original material.



Is **structured differently** from the original.



Is written in your **own academic style**.



Acknowledges the original author through **appropriate referencing**.

(Gillett et al., 2009)

## You can Paraphrase by Changing:

### 1. Vocabulary

Due to the rise of Big Data and improvements in computing power, AI has entered the business environment and public conversation.



Following the emergence of Big Data and enhancements in processing power, Artificial Intelligence has penetrated the corporate environment and national discourse.

(Haenlein and Kaplan, 2019)

### 2. Voice (active/passive)

Whilst the **active voice emphasises the subject** of the sentence, the **passive voice emphasises the object**. The passive voice is predominantly used in academic writing as scholars are primarily interested in ideas, processes, and events rather than the individuals involved. For example:

Active Voice

Liu et al. (2017) showed that scalability is an essential measure of the success of the cybersecurity Internet of Things framework.



Passive Voice

Scalability has been shown as an essential measure of the success of the cybersecurity Internet of Things framework (Liu, et al., 2017).

(Tawalbeh et al., 2020)

### 3. Word Class

There are claims by critics of these renewable energy schemes that the benefits are less than they seem.



Critics of these schemes claim that the results are not as beneficial as they seem.

(Adapted from Bailey, 2015, p. 48)

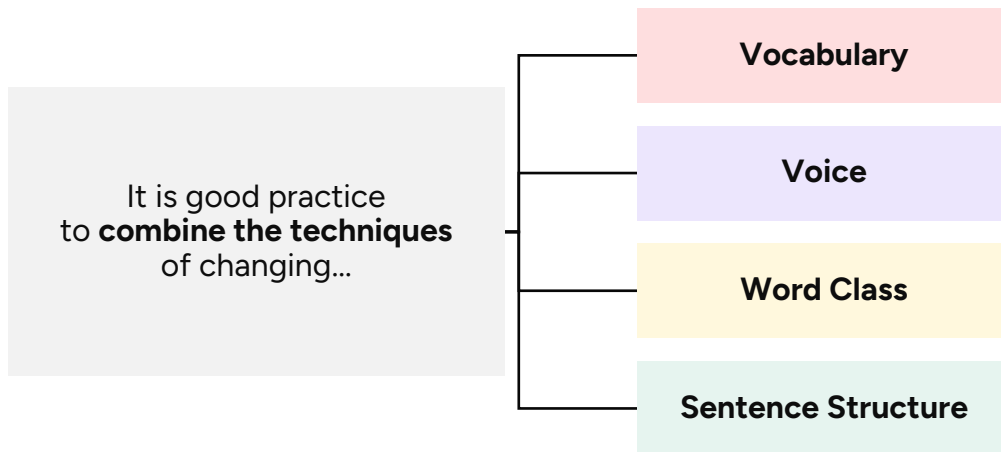
### 4. Sentence Structure

Higher government borrowing to pay for green investments must be financed by the taxpayer, and it may eventually affect the cost of borrowing for all businesses.



The taxpayer must finance higher government borrowing to pay for the investment, and all business borrowing may eventually be affected.

(Adapted from Bailey, 2015, p. 48)



For example:

Smith (2022) claims the Spanish government has overspent in subsidising renewable energy for the next two decades. While the estimated expenditure of 29 billion euros will provide 50,000 new roles, Jones (2023) argues that if the government had allowed private industry to spend the same amount, 113,000 posts would have been created instead. These analysts therefore believe that the Spanish scheme will actually destroy over 50,000 jobs in the decades ahead.



The potential subsidies given by Spain to renewable energy producers for the 2030s and 40s have been challenged (Smith, 2022). The 50,000 jobs created will each cost €570,000, and it can be argued that had the state permitted private businesses to spend the same sum, over twice as many jobs would have been provided (Jones, 2023). According to such calculations, the subsidies in Spain have effectively eliminated more than 50,000 posts.

## Reference List

Bailey, S. (2015) *Academic Writing for International Students of Business*. 2nd edn. London: Routledge.

Gillett A., Hammond, A. and Martala-Lockett, M. (2009) *Successful academic writing*. London: Routledge.

Haenlein, M. and Kaplan, A. (2019) 'A brief history of artificial intelligence: On the past, present, and future of artificial intelligence'. *California Management Review*, 61(4), pp. 5-14.

Tawalbeh, L., et al. (2020) 'IoT Privacy and security: Challenges and solutions'. *Applied Sciences*, 10(12), pp. 1-17.

## Additional Resources

The [ACE Quick Guide to Using Sources](#) offers further advice on integrating scholarly resources into your argument, including examples of how to compare theoretical viewpoints and challenge theory with reference to practice.

The University of Portsmouth's [Verbs for Citation](#) (2024) contains additional examples of reporting verbs and their potential uses.



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