

A. Match the reporting verbs commonly used in referenced essays to their correct definitions.

- a. agree b. believe c. disagree d. emphasise e. examine
 f. explain g. guess h. show i. state j. suggest

1. to communicate something formally in writing
2. to think something, without knowing it to be a fact
3. to make something clearer or more understandable by giving reasons or facts
4. to show that something is particularly important or requires attention
5. to have a different opinion from someone
6. if facts or data show something, they demonstrate that it is true
7. to have the same opinion as someone
8. to make an idea seem likely to be true
9. to look at information very carefully in order to learn something
10. used when you think that something may be true

B. Place the reporting verbs below into their correct row, according to the word that most closely matches its meaning or function.

speculate admit urge establish challenge note analyse highlight identify assert
 suppose argue declare concede assess illustrate reveal propose underscore evaluate
 dispute clarify stress claim suspect concur reject insist imply demonstrate

agree	
believe	
disagree	
emphasise	
examine	
explain	
guess	
show	
state	
suggest	

Integrating Source Information

To successfully integrate ideas from external sources into your writing, follow these four simple steps:

1. **Introduce:** Use an appropriate reporting verb to indicate the nature of the idea being borrowed from the source. Is the idea an opinion or a suggestion?
2. **Integrate:** There are three standard ways to integrate a source. You can use a quotation that borrows an idea from an author in their exact words. You can borrow a particular point from a source and paraphrase it in your own words, or you can summarise the source to condense a larger idea or text into a shorter and easier to understand form.
3. **Connect:** The reason an idea was borrowed from a source should be clarified, and its significance should also be indicated. This could involve showing how the idea from the source supports a particular argument or counter an opposing argument. It could also require explaining what the idea actually means.
4. **Cite:** Citations must appear for every direct quotation, paraphrase, and summary.

Example: Jankowicz (2018) argues that "... it's time for a serious discussion of social media regulation in the United States." This quote is from one of several opinion pieces in the media that have recently highlighted the issue of the negative impacts of social media on the democratic process.

C. Use the information below to practice source integration using the four steps above. Paraphrase rather than use a direct quote. The first one has been done for you.

1. Author: Adam Morton Date: 2021. Idea: "A groundbreaking study by 38 scientists working across Australia and Antarctica last week found 19 ecosystems were collapsing due to the impact of humans ..." Connection: Governments need to take more action.

*Morton (2021) asserts that a study concluded that close to twenty ecosystems within
Antarctica and Australia were under serious threat due to human activity. This example
shows that governments are not taking environmental issues seriously enough.*

2. Author: Edward Glaeser Year: 2010 Idea: "Most of mankind's cultural, economic, political, and social accomplishments have occurred in cities." Connection: Cities are important.

3. Authors: Naomi Moriyama and William Doyle Year: 2005 Idea: "... the Japanese diet has something to offer anyone who wants to live longer, slimmer, and healthier." Connection: Contrast with other diets.