

Writing a PRÉCIS Statement

STEP #1

Begin with an article that is relevant and interesting, one with meat to it. Read it and make sure that you understand it.

STEP #2

Select the most important points contained in the article. Underline or highlight those points.

STEP #3

Collect your key points. See the example below:

Salt Lake City

IOC awarded SLC the 2002 Winter Olympics.

leak from disgruntled employee of organizing committee

questions from member of IOC

bidders suspected of bribing IOC members

four groups investigating

IOC members heavily courted

members pledge to return gifts of over \$150

IRS may investigate

IOC members serve without pay but are allowed to accept plane tickets, accommodations, and lavish meals

looks like nearly \$400,000 was paid in scholarships and financial aid to 13 students six recipients related to IOC members

members not accepting blame but citing past practices

games will probably still be held in Salt Lake City

city worried about sponsors pulling out

IOC investigating

some members may be forced to resign

reform is needed

STEP #4

Place your ideas in sentences. Arrange your sentences into one unit, the "Synopsis." Here is an example:

By an overwhelming margin, the International Olympic Committee (IOC) selected Salt Lake City, Utah, as the site for the 2002 Winter Olympics. But based on leaks from a disgruntled employee of the local organizing committee and questions from a member of the IOC, the Salt Lake City bidders are suspected of bribing IOC members. So far four groups have opened investigations. The IOC members serve without pay and are pledged to refuse gifts in excess of \$150; but they are heavily courted and allowed to accept plane tickets, hotel accommodations, and lavish dinners. It now looks like they also took nearly \$400,000 in scholarship money and financial aid to 13 students, six of whom were

related to IOC members. So far no one is accepting blame; they are only citing past, similar behaviors. While the games will probably still be held in Salt Lake City, local organizers are concerned about the pull-out of sponsors and the possibility that the IRS might begin an investigation. The IOC is investigating and some members may be forced to resign. Reform is needed.