

## What is Precis writing?

'Precis' (pronounced 'Preisi') is an old French word meaning 'Cut short'. Precis is a **concise summary** or a **miniature version** of a passage, which includes all the essential points, mood, and tone of the author, and the main idea or gist of the passage. In short, Precis is a **condensed version** of a bigger passage.

## Steps to Write a Precis

**Step 1:** Read the given passage carefully. Underline or highlight the important points and keywords or make a note of them (whichever is convenient). If you're making a note of the important points, note them down in the same order as given in the original passage.

**Step 2:** After reading, make a note of the central theme/main idea/gist and the tone of the author of the passage.

**Step 3:** Re-read the article and compare it with your notes or check if you have missed underlining any crucial point.

**Step 4:** Provide your precis with an appropriate title (you can also do this after you finish writing your precis).

### Sample précis:

Trees give shade for the benefit of others, and while they themselves stand in the sun and endure the scorching heat, they produce the fruit of which others profit. The character of good men is like that of trees. What is the use of this perishable body if no use is made of it for the benefit of mankind? Sandalwood, the more it is rubbed, the more scent does it yield. Sugarcane, the more it is peeled and cut up into pieces, the more juice does it produce. The men who are noble at heart do not lose their qualities even in losing their lives. What matters whether men praise them or not? What difference does it make whether they die at this moment or whether lives are prolonged? Happen what may, those who tread in the right path will not set foot in any other. Life itself is unprofitable to a man who does not live for others. To live for the mere sake of living one's life is to live the life of dog and crows. Those who lay down their lives for the sake of others will assuredly dwell for ever in a world of bliss.

Answer:

Good men live for others

The character of good men is like that of trees. They live for others and do not lose their qualities even in losing their lives. They always follow the right path. Praise is immaterial to them. To live for one's own sake is to lead the life of beasts. Only those who lay down their lives for others will live for ever in a world of bliss.

**Summarizing**, or writing a summary, means giving a concise overview of a text's main points in your own words. A summary is always much shorter than the original text.

**Remember:**

- Do not rewrite the original piece.
- Keep your summary short.
- Use your own wording.
- Refer to the central and main ideas of the original piece.
- Read with who, what, when, where, why and how questions in mind.
- Do not put in your opinion of the issue or topic discussed in the original piece.

**Example-1**

**Original Passage:** Exercise in nature is very beneficial for both physical and mental health. In addition to the general benefits of exercise, such as improving cardiovascular health and increasing muscle strength, outdoor activities also provide an opportunity to experience the beauty and tranquillity of nature. It can increase feelings of well-being and reduce stress and anxiety. It is important to embrace the benefits of outdoor exercise and incorporate it into your regular routine. **(141 words)**

*Title: The Benefits of Outdoor Exercise*

Summary: Outdoor exercise has benefits for physical and mental health, including increasing well-being and reducing stress and anxiety. It is important to include outdoor exercise in your routine. **(56 words)**

**Example-2**

Variety is the spice of life – is it not? We all practically live and strive for having better food, but food remains insipid without the addition of spices. The only difference between a good curry and a bad curry lies in the presence or absence of spices. The absence of variety makes life drab and monotonous. A man working six hours a week will have his rest on Sunday. A man wearing a coat for five days will like a shawl on the sixth day. If a man lives in Calcutta for six years, he will like to spend a month outside. We hear that Tagore could not live in the same house for a long time.

He used to change his residence pretty often, which shows a poet's longing for novelty. Life is many stringed instruments and we must give proper attention to all the strings. Ever since creation man has gone on from progress to progress by responding to new circumstances. So, for the development of civilization, new circumstances and a new environment are necessary. **(179 Words)**

**Title: The Need for Change and Variety / Variety: The Spice of Life**

Variety is the spice of life, and without it, life is dull and monotonous. To develop civilization, new circumstances and a new environment are necessary. Tagore was a poet who changed his residence often, showing his longing for novelty. Life is many stringed instruments and we must give proper attention to all the strings. **(54 Words)**