

## Rendre compte d'un document écrit

### 1. présenter le document

- type ? Author?source?date ?
- « This document is a... »
- résumer le sujet en 1 phrase
- « it deals with.../it is about.... »

### 2. Résumer le contenu en reformulant les idées principales

#### a. ordonner vos idées

ex : first of all, secondly, thirdly, then, next, on the one hand/on the other hand, finally/eventually

#### b. Ajouter une idée

Moreover/what's more/furthermore/in addition to that...

#### c. donner des exemples, illustrer votre propos à l'aide de citations, données chiffrées provenant du texte

ex : for instance/for example, such as, in particular/particularly

### 3. Parler de l'objectif du document

The author/journalist/writer shows/ points out that...

The aim/the goal of this article/testimony is to +BV

The author wants to make us aware of/that...

The author stands for/supports/advocates (recommande)...

He/she blames X for +V-ing/

He/she reproaches X for +V-ing

He accuses X of + V-ing

He takes sides/doesn't take sides (prendre parti)

He criticizes/denounces....

He wants to convince/persuade....that...

He wants to draw our attention on...

### 4. Conclure :

donner son opinion sur le sujet, évoquer son expérience personnelle

In conclusion/to conclude/To sum up...

As far as I am concerned/as for me/ To me/in my opinion/personally