

## Active Reading

*90% of reading is to access information in order to get answers.*

*Knowing your purpose is the key to effective reading.*

### Tools

These tools help you interact with your reading, working to increase comprehension and retention:

- **Three-color highlighting**

Use different colors to identify main points, supporting details, and terms.

- **Bookmarks and flagging**

Identify important textual locations for further review.

- **Marginal notes**

Jot questions or comments in margins next to relevant paragraphs to provide visual cues when reviewing.

- **Summary writing**

Reiterating and condensing information is the best way to understand, remember, and apply what you have read. This can be done using outlines, webs, timelines, hierarchy charts, or tables.

- **Notes from readings**

Identifying the progression of arguments helps commit the thesis to memory.

- **Index review strategy**

Scan index, stopping to read only those terms that fall within the current chapter's page limits. If you know the term, continue. If not, refer to the stated page number to review.

## Effective Reading

### Before Reading

1. Create a positive affirmation about reading.
2. Create a reading plan, making sure to read often for short periods of time.
3. Do a survey of your reading assignment.
4. ID the purpose of what you're reading.
5. Turn text headings into questions.

### During Reading

1. Read for answers to your questions.
2. Write margin notes.
3. Read in chunks.
4. Read and mark main ideas and supporting details.
5. Take notes.
6. Try to predict what's next.
7. Pause to recite, reflect.
8. Look up definitions of key words.
9. Read critically.

### After Reading

1. Review what you read.
2. Answer the questions you've written down.
3. Repeat the survey step.
4. Try explaining what you've read to a friend.
5. Answer the review questions at the end of the chapter.
6. Coordinate text notes into lecture notes.
7. Write a summary. Without looking, recite your summary from memory.
8. Create a mind map or outline. Without looking, redo your mind map or outline from memory.
9. Make flash cards and study them.
10. Seek assistance. See your professor or tutor for additional help.