



Reading Tips

Many students open their books, read until they finish (lose interest or fall asleep), and are convinced that their concentration, comprehension, and speed are poorer than everyone else's. Recognize that reading may be the most demanding work you do while in school and that nearly everyone reports difficulty with the volume of reading required.

TRY	Getting into the material more often, but for shorter periods of time.
WHY?	Some students may read for only 20 minutes without losing concentration. Also, learning is improved by changing tasks each hour, spreading the work over time, and dipping into it more frequently.

TRY	Reading groups of words at a time and without mouthing them.
WHY?	Your brain can read faster than your mouth. Speed and comprehension will increase if you read in meaningful phrases without mouthing them.

TRY	Establishing a context by beginning with an overview of the material. This will improve comprehension and retention.
HOW?	Read the introduction, headings, charts, graphs, diagrams, conclusion, and summary first, and then take a minute to think about the material before beginning to read in depth.

TRY	Reading with a purpose. Ask questions and note where the answers occur. Be an active reader!
HOW?	Establish a list of questions for each chapter. Turn the headings into questions and read to answer these. Put marks in the margins when you think you've found answers. (It's better not to take notes, highlight, or underline at this point; you won't know which are the most important points until you are finished.) Take one more run through the reading. Focus on the marks you made in the margins and decide which are the most important points. Now you can make an informed judgment, so it's appropriate to highlight, underline, or take notes.

TRY	Setting your text up so you can study effectively from it.
HOW?	Write your questions in the margins of your text. Regularly review the material by covering the page and answering the questions.