



## Writing Centre

### Practical Reading Strategies

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The key to reading effectively is active involvement in drawing information from the text. This includes surveying the text, asking questions, summarizing key points, making notes, and identifying agreement or disagreement with the author's ideas.

Here are some practical strategies to help you read more effectively:

#### 1. Prepare

- Raise questions:
  - + What do you hope to learn from the reading? Write down specific questions you want to find answers to.
  - + Is the writing old or new? Is it providing a new or unique perspective? How does it compare to other readings on the topic?
  - + How will the reading contribute to your understanding of the course material?
  - + Read a biography of the author. Does the author have biases (politics, religion etc.) that might influence the content?
- Survey the text:
  - + Read the table of contents.
  - + Read the headings/subheadings on each page.
  - + Read the introductory and concluding paragraphs of each chapter.
  - + Read the topic sentences of each paragraph.

#### 2. Read

- Answer questions:
  - + Identify the sections of the article or book that will answer the questions you have.
- Take notes:
  - + Write down the main points of the author in your own words.
  - + Write down important quotes from the text.
- Identify key themes and ideas, particularly within each section:
  - + Put square brackets around the main points you discover in the text.

#### 3. Review

- Reread:
  - + Are there any concepts that you found unclear on your first reading?
  - + How does each section contribute to main idea(s) of the text?
- Agree/disagree:
  - + What ideas do you agree with?
  - + What ideas do you disagree with? Write down your counter-arguments.
  - + Are there ideas in the text that were poorly supported?

