

SQ3R!

To be more productive with your textbook reading, this higher-level study skill is a system of multi-layered reading that can help you make your reading time more efficient.

SURVEY

Read over the headings in a chapter or text section to get an idea of the upcoming main ideas. This shouldn't take more than a minute or so. Read the summary at the end of the chapter and then the chapter's introductory paragraph. This "reading orientation" will help you get a general idea of the topics you will read about and the author's emphasis and order and of the ideas.

QUESTION

Look at the first section and jot down questions. Think of yourself as a reporter trying to draw out the important facts (Who? What? Where? When? Why? How?). Start to read. Look for answers to questions and notice important points that stand out. Determine the important facts and explanations or examples. Reading to find answers to questions improves comprehension. Also, draw on information you already know, aim to increase your understanding of the section.

READ

Read to answer questions and understand. This is not a passive reading from word to word (or like leisure reading of a novel), but an active search for the answers. Take notes while reading.

RECITE

After reading the first section, look away from the book and try briefly to answer the questions you've jotted down. Use your own words and give another example. If you can do this, you are familiar with the information. If you can't, glance over the section again. An excellent way to do this is to jot down cue phrases in note-taking form. Make these notes brief.

Repeat Steps 2-4 until you're finished with the reading assignment.

REVIEW

When you are finished reading the assignment, look over your notes to get a summary of the points covered in the reading and of their interrelation. You might even consider writing your own summary of what you've read. Or, recite/explain the main points and sub-points aloud to yourself, a tape recorder, or a study partner, referring to the text as necessary.