

Reading Checklist

Plan

- In good reading environment
- Review most recent course information
- Aware of the goals/purpose of reading assignment

Preview Text:

- Read chapter objectives
- Read headings and subheadings
- Read first and last paragraphs
 - Skim first and last sentence of paragraphs for all non-textbook texts
- Glance at all boldface and italic words
- Define all unfamiliar words
- Look over available graphics
- Read chapter summaries and questions

Reading

- Identify main point of each paragraph in side-column
- Summarize each page in bottom margin
- Define all unfamiliar words
- Record questions in notes
- Compose overall reading summary

Review

- Re-read any parts necessary
- Did you reach your reading goals?
- Do you feel competent with the chapter objectives? Can you answer review questions?
- Quiz yourself on all words that were previously defined
- Create & take self-quiz on entire reading