

# BREAK DOWN YOUR READING ASSIGNMENT INTO 3 EASY STEPS

## HOW?

This approach to reading helps students capture the main idea of a long reading assignment before diving into it. After practicing this method a few times, students will be able to comprehend materials faster and will be less anxious about tackling a lengthy reading assignment.

### PREVIEW

- **First**, don't get overwhelmed! You got this!
- Preview the text for 5 to 10 minutes while asking yourself...
  - How is the text organized?
  - Is it broken into sub-sections?
  - Does it have key terms?
  - How does the title inform the reading?
  - Do the subtitles inform the reading?

### CREATE A GOAL

- **Next**, scan the text for 5-10 minutes and create a reading goal.
- To create a reading goal, ask yourself...
  - What is the thesis?
  - Why did my professor assign this reading?
  - Can I summarize the main message in a few sentences of my own?
  - Could I explain the main message to someone else?

### READ

- **Finally**, read the text for 25-50 minutes.
- Take short breaks in between these increments.
- As you read, stay focused on the purpose of the text and your reading goal.
- Write notes in the margin of the text or in your preferred note-taking device.
- After you have finished, test yourself on the information.

