



## Textbook Strategies

### Efficiency Pays Dividends



Reading textbooks efficiently is an area in which most students can improve. Spending time thinking about some of the following ideas will wind up saving you time in the long run. Academic success does not mean just spending more time hitting the books, but approaching them in ways so that learning can take place more quickly and meaningfully.

**Effort?** “Yes.” **Efficient?** “Yes.” **Higher grades?** “Yes!”

### Considerations

- The authors of your textbooks had a plan in mind when they wrote the books so try to figure out what it was. How is the book organized? What is in each chapter? What is highlighted, etc.? Once you figure out the structure, you have a framework on which to evaluate what you know and what you will be learning as you read.
- Study in small chunks rather than long marathon sessions. Try to predict test questions from the section titles and read to answer those questions. For example, if a section is, “Psychology’s Methods” ask yourself, “What are psychology’s methods?” and read to find the answers of case study, survey, etc. **Make a study guide or flash cards on each section.**

### Textbook Strategies

**K-W-L**: Preview each chapter and ask yourself the following –

“What do I **KNOW**?”

“What do I **WANT** to learn in this chapter that I don’t know now?”

And then, after reading, ask “What did I **LEARN**?”

<b>K</b>	<b>W</b>	<b>L</b>
<b>What I KNOW</b>	<b>What I WANT to Know</b>	<b>What I LEARNED</b>

<b>K</b>	<b>W</b>	<b>L</b>
___ 1. ___ 2. ___ 3. ___ 4. ___ 5.	___ 1. ___ 2. ___ 3. ___ 4. ___ 5.	<p><b>After reading the text and "learning" the material, go back to the "K" column and see if any of your prior knowledge was inaccurate. Check any of them that are inaccurate, according to the text. Rewrite any of your statements that were inaccurate so they are correct.</b></p> <p><b>Then go to the "W" column and check any of your questions that the text did not answer. Be prepared to bring these unanswered questions up in class, or tell how you will find answers to them and where you will look to get the answers.</b></p>

This type of a chart keeps you actively engaged as you read!!

**SQ3R**: Use some or all of these steps to increase your comprehension!

**“S” Survey** - Get an idea of what the chapter is about by reviewing the highlights:

- Read the title, headings, and subheadings.
- Take note of words that are italicized or bold.
- Look at charts, graphs, pictures, maps, and other visual material.
- Read captions.
- Read the very beginning and end of the chapter.

**“Q” Question** - As you survey the text, ask a question for each section. Ask what, why, how, when, who and where questions as they relate to the content. Here's how you can create questions:

- Turn the title, headings, or subheadings into questions.
- Rewrite the questions at the end of the chapter or after each subheading in your own words.

Write down your questions. Questions help you pay attention, understand the text better, and recall the information more easily later on.

**“R” Read** - Read one section of a chapter at a time, actively looking for an answer to your question for that section. Pay attention to bold and italicized text that authors use to make important points. Be sure to review everything in the section, including tables, graphs, and illustrations, as these features can communicate an idea more powerfully than written text.

**“R” Recite** - At the end of each section, look up from the text and in your own words recite an answer to your question for that section. Then write down your answer. Be sure to provide examples that support it.

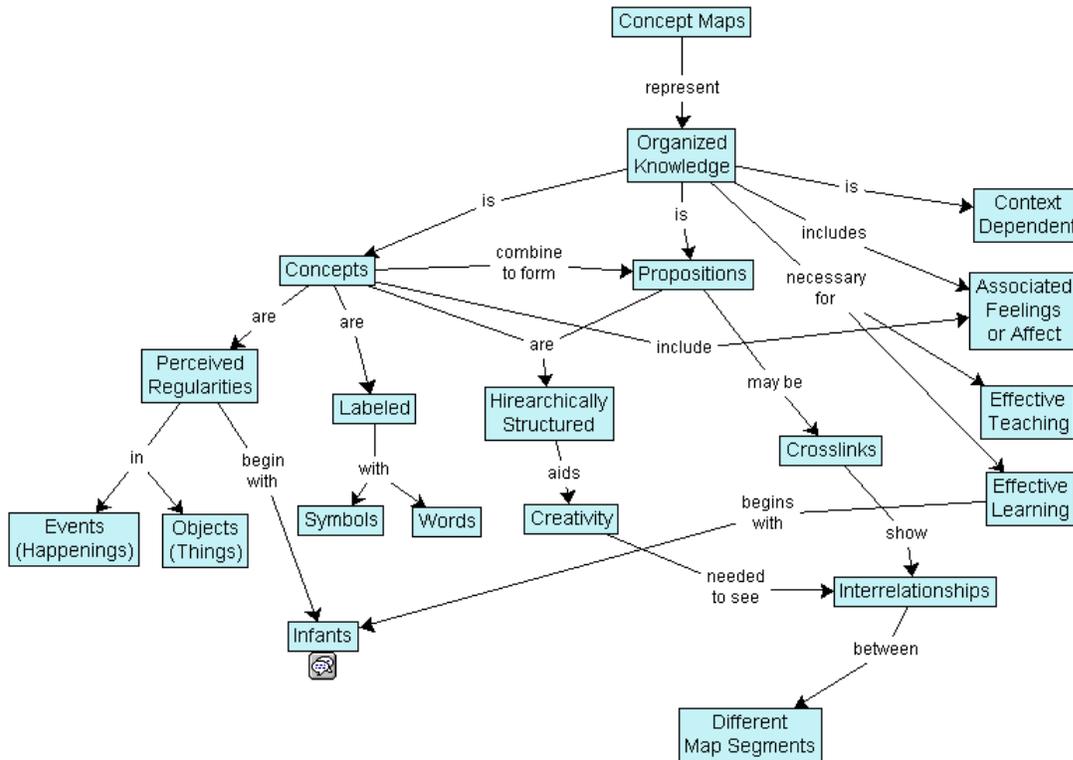
Now repeat the Question, Read, and Recite steps for each section of the chapter or assigned reading. First ask a question for the next section. Then read to find the answer. Finally, recite the answer in your own words and jot it down. The written questions and answers will help you study in the future.

**“R” Review** - After completing each chapter or reading assignment, review your notes. Identify the main points of the reading by looking for the most important idea in each section. Recite, or write, a brief summary of the chapter or assignment.

Review your study notes every week to help you remember the information. When it's time to study for your tests, you'll find you've created an invaluable guide.

**Concept webs/maps:** Concept webs help you organize your thought and ideas about the topic you're studying. Depending on your material, utilize flow

charts, Venn diagrams, etc., to get a visual picture of your concepts and their relationships. There are different types of graphic organizers with different names but all help to organize material. Below is an example of a concept map that shows the relationships between ideas as you are reading through the textbook material.



**BE PROACTIVE ABOUT GETTING HELP RATHER THAN REACTIVE AFTER IT IS TOO LATE!!!**