

READ - Read actively to answer your questions and to fulfill your purpose.

- A. Set realistic time goals and number of pages to be read.
- B. Divide chapter into small sections, rather than trying to read the whole chapter non-stop.
- C. Ask yourself a question before each paragraph or section, and then locate the answer in the text.
- D. Take breaks when you feel unable to stay with the material due to daydreaming, drowsiness, boredom, hunger, etc.
- E. Use your hand and marking pen to pull your eyes down the page, marking only the essential words and phrases.
- F. Think, interpret, and analyze the first time you read, to avoid unnecessary re-reading later. However you should reread those sections that are confusing or difficult.

RECITE - Retrain your mind to concentrate and learn as it reads.

- A. After each section - stop, look away from the reading, and see if you can recall what you just read.
- B. If not, look back again, but do not go on to the next section until you can recite the answers.
- C. Try to visualize what you have read.
- D. Make separate notes or outlines of what you have read.

REVIEW - Refine your mental organization and begin building memory.

Once you have completed the reading:

- A. Reread your outline, look away, and recite the outline from memory.
- B. Go back over all your questions.
- C. Continue this process until you feel that you understand and know the material.
- D. Take a short break and reward your success.
- E. When you are ready to work again, center your thoughts, take a few minutes to review the information you just learned, and go on to the next chapter or another subject.

SQ3R can save you time in the long run, because you learn the material as you are reading it.



Contact the OHS Student Services Department for more information: 608-783-4571

Improving Reading Comprehension

Study Skills for Success



**School District of
Onalaska**

**Comprehensive
School Counseling
Program**

OHS Student Services

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Active Reading

Many students complete reading assignments only to find that they can't recall anything they just read! If you make an effort to read actively, you will have a greater ability to remember important facts, details, and concepts.

To begin reading more actively:

1. Determine the purpose of the reading assignment.
2. Preview the selection to determine its difficulty. Read the first and last paragraphs and skim the headings or first sentences of the paragraphs in between.
3. Be flexible. Determine *how* to read (with what *speed* and *attention to detail*) by the difficulty of the reading and your purpose for reading. For just the general idea, you would read fairly rapidly. For complete mastery of the concepts, you would read slowly.
4. Get ready to read. Sit at a desk or table. You may need to shut down your computer if it is on your desk. Do not sit on the couch or lay on the bed.
5. Set a time limit, but be realistic. Look at how many pages you have to read.
6. Concentrate. Push your rate up to capacity. Then you will not have time to be distracted or to allow your mind to wander.
7. Try one of these self-pacing methods: a) Use an index card, ruler, or straight edge and move it down the page as you read or b) Move your finger or pencil down

the margin beside the lines you are reading.

How to Read Difficult Material

1. Skim the book or chapter first.
2. Look at the title page and any headings or subheadings.
3. Look at the table of contents or chapter outline to get a sense of the structure.
4. Start reading. Look for things you understand. Notice important words.
5. Read over difficult material a second time and see if your confusion is addressed. If you still do not understand, move on to something else or take a break and come back to the reading.
6. Take notes while you read.
7. Stop at the end of each paragraph or section and paraphrase in your own words what you just read.
8. Read out loud. Hearing what we read is like reading it a second time. Read with a partner.
9. After you finish reading, try writing a summary of what you have read.
10. Meet with your teacher and discuss any confusion. Point out the paragraphs you found hardest to understand.
11. Read with a dictionary in your lap or make use of the glossary. Read footnotes and references.
12. Don't give up! Your teachers and counselors can provide assistance if you ask. Tutors are available.

A Reading-Study System: SQ3R

SQ3R is a reading-study system that works in many content areas. Its steps promote an active attitude toward learning: **SURVEY-QUESTION-READ-RECITE-REVIEW**. If you focus on using these steps, you will be better able to learn and remember what you read.

SURVEY - Gather the information necessary to focus and formulate goals.

- A. State your purpose for reading the material.
- B. Read the title - help your mind prepare to receive the subject at hand.
- C. Read the introduction and/or summary - pick out the chapter's main points.
- D. Notice each boldface heading and subheadings - organize your mind before you begin to read and build a structure for the thoughts and details to come.
- E. Skim over graphs, tables, charts, etc. to see how they support and explain the text.

QUESTION - Help your mind engage and concentrate.

Frame questions – Turn the headings, sub-headings, or topic sentences into questions about what you want to learn. Read the questions at the end of the chapter or section before you begin to read.