Reading Effectively & Understanding What you Have Read

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| **STRATEGY**  | **INFORMATION**  |
| **SQ3R**  | **S**urvey, **Q**uestion, **R**ead, **R**ecite, **R**eview. Breaks reading into steps that foster active engagement and better recall.  |
| **Mind Mapping / Concept Mapping**  | A visual method to organize and relate key ideas. Central concept in the middle with branches for supporting points. Helps with understanding structure and big-picture thinking.  |
| **Summary Writing**  | Writing a brief, focused summary in your own words after reading. Reinforces understanding, filters out non-essential information, and prepares for future review.  |
| **Annotated Notetaking**  | Making notes directly on the reading (margin notes, highlights, underlining, symbols). Encourages interaction with the material and tracks important or confusing content.  |
| **Active Reading**  | Fully engaging with the text through highlighting, asking questions, predicting, and reflecting during reading. Promotes deeper thinking and comprehension.  |
| **Text Coding**  | Using visual markers (like ?, !, \*, →) while reading to label key ideas, confusion points, or important transitions. Makes review easier and faster.  |
| **Chunking**  | Dividing large texts into smaller, digestible sections. After each, summarize the content. Reduces overwhelm and improves focus and retention.  |
| **K-W-L Chart**  | A 3-part chart: What I **K**now, What I **W**ant to know, and What I’ve **L**earned. Encourages goal setting before reading and reflection after.  |
| **Reciprocal Teaching**  | A peer-based method where you take turns summarizing, questioning, clarifying, and predicting. Excellent for group learning and building comprehension skills.  |
| **Reading Aloud / Whisper Reading**  | Helps maintain focus and comprehension by hearing the text. Useful for auditory learners or those with attention difficulties.  |
| **Double Entry Journal**  | Two-column notes: left side for quotes or paraphrased ideas; right side for responses, questions, or reflections. Builds critical thinking and personal connection to the material.  |
| **Use of Graphic Organizers**  | Visual tools (Venn diagrams, timelines, flowcharts) to help identify relationships and structure. Great for organizing cause-effect, comparison, or sequences.  |

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**References**

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