

Making Reading, Research & Notetaking Easier & Faster!

HOW TO USE THE ACTIVE READING STRATEGY

1. Use your scanning skills

- **Scanning:** where you look for words/phrases that will point you in the right direction:-

ACTION 1: Scan contents pages for useful chapters – Put a sticky in the page for each chapter that **MIGHT** be useful to you. Use a different colour sticky or bit of scrap paper for different topics.

Once you have done this, choose which chapters or pages look best to start with and go to them. Next:-

2. Use your Skimming skills

- **Skimming:** where you just read the text in a decisive and decision making way. **You don't need to read everything or read in detail**

ACTION 2: Read the first line or sentence from each paragraph.

ACTION 3: Ask yourself 3 things: (aloud if you like!)

- Do I understand this?
- Do I think it will be useful?/Where can I use this info?
- Is it interesting?

If you can answer YES to any of these, use a sticky to mark the paragraph, then move on to the next paragraph.

Just tackle 1 chapter or article at a time.

2. Notetaking & Recording useful information

ACTION 4: When you have finished skimming a chapter go back to your marked paragraphs and read them in more detail.

ACTION 5: Use the Active Reading and Research Template to record the referencing information and quotes from the chapter that you can use. Make sure you record how you plan to use the information.

3. Use a different colour paper if it helps – it does for lots of people!

Photocopy onto coloured paper or change your screen settings.

One last thing! This is an **ACTIVE** strategy – it works best if you handle the book/paper, use coloured stickies/highlighters and the research template. Don't just read.

Good - highlight the highlights with one-eyed markers!

If you would like to participate in our Active Reading and Research project please contact the HCA Scholarship Co-ordinator by email: S.Crowson@hca.ac.uk