Using Textbooks

• Begin with previewing or surveying the entire text.

• Look at the title page, table of contents, preface or introduction to the textbook, glossary, index, and appendix.

• SQ3R = Survey, Question, Read, Recite, Review

  1. **Survey** = Read headings, subheadings, introductions and summaries; look at pictures, graphs, and bolded vocabulary

  2. **Question** = Turn headings and subheadings into questions as you read. It helps focus and identify main ideas.

  3. **Read** = Read carefully with questions in mind. Write down answers to questions, main ideas and important supporting details. Try to connect your reading to ideas you already know.

  4. **Recite** = After you read a section, try to recite the material in your own words, it will help you learn and store information in your long term memory.

  5. **Review** = Start to review immediately and continue to review throughout the term. Write summaries of each chapter. Create flash cards from questions/key terms at the end of each chapter.

• Always read with a pen or pencil in hand (so you can take notes on a separate piece of paper).

• Main ideas are often in the first sentence of a paragraph.

• Read other sources related to the material.

• Think about whether you agree or disagree with the material. This will help you become an active reader.

• Try reading difficult material out loud

• Add kinesthetic and visual learning to your notes.

From: Windermere Secondary School’s Study Skills Book