

The Writing Center & Reading/Study Skills Lab presents:
Tip Sheet on: Reading Strategies

Here are some ways to help improve your reading skills and comprehension.

1. Clarify a purpose for reading.
2. Read the title to get some information.
3. Look over the entire text before reading.
4. Recognize important textual cues (such as bold face type, headings, topic sentences, signal words, etc.)
5. Use writing as a tool to help you think.
6. Generate questions before, during, and after reading.
7. Identify the important ideas in the text.
8. Visualize what you are reading.
9. Think about what you already know about the topic and make connections to your prior knowledge.
10. Make predictions about what might happen.
11. Identify potential problem areas.
12. Problem solve by thinking, "If, then"
13. Define alternative solutions to the problem.
14. Stop periodically to review and assimilate information; make sure what you've read makes sense.
15. Underline important text.
16. Circle important words and phrases in the text.
17. Write notes in the margins.
18. Rewrite the text in your own words.
19. Draw a semantic map, flowchart, or diagram.
20. Change the rate at which you read.
21. Reread previously read text.
22. Skim ahead to search for new information.
23. Use outside resources such as different texts, friends, experts in the field.
24. Use a study skill such as outlining, note taking, or the **SQ4R method**. S = **Survey** the material. Q = Turn the first heading into a **question**. 4R = **Read** the material that follows the first heading. Without looking at the section, **recite** the answer to the question you asked. **Record** notes to help you remember the answers and other important ideas. **Review** the material by going over headings and questions again.

*MCC offers a **Writing Center & Reading/Study Skills Lab** at both the Bedford and Lowell campuses. Tutoring is available weekdays and some evenings, at no charge. Schedules are posted on the doors. Drop in or make an appointment.*

***In Bedford:** AR 214, Tel: 781-280-3727 or 3728.*

***In Lowell:** City Campus Room 406, Tel: 978-656-3364 or 3365.*