

The Writing Center & Reading/Study Skills Lab presents:

Tip Sheet on: The SQ4R Study Method

The following study method is useful for reading assignments. It can help you improve your understanding and memory of important information. The SQ4R method challenges you to become *an active reader*. Explained below, the SQ4R Study Method stands for:

S: Survey – This is the first step, one that can help save time. Begin by scanning and previewing the chapter before reading it. Consider supporting features such as the title, boldface headings, illustrations, graphs, and margin notes and summary. Ask yourself: What is the chapter about? What major topics are included?

Q: Question – Turn headings into questions and try to figure out what information will follow. Ask yourself Who?, What?, Where?, When?, Why?, and How? (the 5 W's and 1H of journalism). By asking these questions and then seeking the answers to the questions, you can concentrate and focus your efforts.

R: Read – Now read the material that follows the first heading. Look for answers to your questions, spending most of your time on material that seems important. This question & answer process can help you become an active, rather than passive reader.

R: Recite – After you complete a section, look away from the material. Now see if you can recite the important points. This recitation will make clear exactly what you know and what you don't know. Reread as necessary until you can recite all of the important points in a section.

R: Record – As you recite important points (above), you also may want to record or write down all the information you feel you must remember. Record on a separate sheet of paper or on study cards. This recorded information could be in the form of questions and your answers.

R: Review – Now go back over all the material. Reread the headings. Study until you can recite to yourself all the important ideas in the chapter. Refer to your written notes as you review.

*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.*