SQ3R System for Reading and Studying

Survey

- **Put "Bookmarks" on: Glossary, Index, Table of Context, current chapter, etc.**
  - **"Bookmarks" can be paper clips, sticky tabs, etc.**
- **Survey:**
  - **how the text is organized:**
    - **general content**
    - **headings – Highlight them in blue**
    - **subheadings – Highlight them in blue**
    - **side-bars**
  - **maps, diagrams, charts**

Question

- What do you want to learn from this reading? What does your Professor want you to learn!?

- Ask **5W+1H** questions about headings, sub-headings ; **W**ho? **W**hat? **W**hen? **W**here? **W**hy? **H**ow?
- Look for study questions in your textbook. Highlight the questions in pink.
- Read the study questions throughout the reading and at the end of the chapter. Highlight them in pink.

- Write questions in your notebook, or on coloured cue cards or type them in a questions file. Be sure to record the page number of where your answer can be found.

#1Read

- Read material in **small parts**. When you finish one part go to **#2: Record.**
- Look for the answers to your questions as you read.
- Use a dictionary, the glossary or a program such as WordWeb for words not understood.
- If you are using Alternative Text Use "Find" to locate specific information.

#2 Record

- Highlight key words or phrases:

  Headers, sub headers in blue
  Important details in yellow
  Definitions in green
  Study Questions or 5W+1H in pink

- Record what you have learned:
  - in a notebook
  - on sticky notes or cue cards
  - type them in a study file
  - make voice comments or use a digital recorder
  - use the Cue Card program

If you are using study skills software you can "Extract" your Highlighting.

#3 Review

When you have read the whole assignment: Review your notes, listen to your comments.

- Try to recall the main points of headers and sub-headers
- Answer the 5W+1H questions and the study questions
- Haven't found the information you want? If you are using alternative text try "Find" (Crtl+F) in Microsoft Word to locate specific words or phrases.
- Use your notes, sticky notes, cue cards or files as study tools