PREVIEW, READ, RECALL

FUN-DAMENTALS

Make your reading more efficient and effective:

PREVIEW

Preview so you can get a main idea of the reading. This will help you plan ahead with your reading and will prepare your brain to better understand and remember what you're reading.

- Spend about 5-10 minutes familiarizing yourself with the reading assignment

- Pay attention to these elements: title and intro; subheadings; diagrams, pictures, and charts; any summary, questions, or review at the end of the chapter

- Plan ahead for reading: what are the main ideas, how long will it take, what might you need to note for a test or paper?

READ

Read actively not passively. Doing so will help you understand the material and remember it later.

- Monitor your attention and understanding regularly so you can ensure you know the concepts in each section.

- Underline key words or phrases, and write notes in the margin. Use highlighters sparingly. These actions help you if you need to revisit or find something in the text.

- If possible, take notes on important concepts while you read or once you've finished reading. Condensing the material into a "study-able" package will make it easier to review later.

- Break up your reading assignment into manageable sections. Tackle them one at a time.

- Take a short break if you're getting easily distracted or unable to focus.

RECALL

Recall and quiz yourself so you can remember the information. We forget much of what we read within minutes unless we do something to actively recall it immediately.

- Turn the heading or first sentence into a question and answer it after you've finished reading the section.

- Close the book after a paragraph or section and see if you can explain aloud the concepts and information in your own words.

- Ask yourself questions as you read and answer them with the information from the text (this is good practice for exams).

Adapted from "PRR: Preview, Read, Recall" - Sanger Learning & Career Center, University of Texas at Austin

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