

Book IT: Textbook Tactics

Tackling large reading assignments can be overwhelming. This guide will help you read efficiently to save you time and effort, so that you will become a more effective student.

1. Find the right setting to read

- Your study space needs to be comfortable, not too comfortable, like your bed
- Try to avoid distractions: wear earplugs if your environment is loud and cannot control
- If you are uncomfortable with silence, play soft instrumental music

2. Do a preview of the readings assigned

- Make notes of the chapter headings, sub-heading, key terms, charts, graphs, or exercise
- Break the chapter into manageable sections- don't try to read the whole thing at once!
- Use memory tactics, such as outlining, to get the most out of your reading

3. Read for success!

- Read at a study pace; it may also help to read out loud, so you see and hear the words
- Develop your ability to concentrate so you don't lost focus
- Make notes of anything you find confusing so you can ask your professor about later

4. Mark your readings





- Mark up your textbook by highlighting, underlining, or writing notes in your own words
- Remember to only mark important or key information, don't "over highlight"
- Use the information you've marked to add to your lecture notes and other study notes

5. Review your notes and readings

- Review your texts and notes within 24 hours- it greatly improves your memory of the material
- Use markings- this should help to identify vocabulary and give you material for flashcards
- Use notes you made from reading the text in combination with your lecture notes to study

Recommended Applications:

These apps are suggested to help reading and studying for success. Check out these apps if you are looking for tech resources.

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| <p>Quizlet: <u>Quizlet is a web-based application developed to help students study information</u> through interactive tools and games. Quizlet's mission is to help students (and teachers) practice and master what they're learning. In Quizlet, information is organized into "study sets" that users like teachers or students add to their accounts.</p> |  |
| <p>Snap & Read: Snap&Read Universal reads both accessible and inaccessible text aloud from websites, images, photographs, PDFs, and more. Snap&Read also adjusts complex text to be more readable, and can translate text into over 100 languages. You can even take a picture and have the text within that picture read aloud. Snap&Read has both an App and Safari extension.</p> |  |
| <p>Speechify: Speechify is a mobile and desktop app that reads text aloud using a computer generated text to speech voice. The app uses optical character recognition technology to turn physical books or printed text into audio. The app lets users take photos of text and then listen to it read out loud</p> |  |
| <p>Good notes: GoodNotes is a note-taking application available on iOS and iPadOS, developed by GoodNotes Limited. It's intended for the use of taking handwritten notes and annotating PDF documents on iOS devices.</p> |  |
| <p>Rewordify: free online resource that replaces higher-level vocabulary with words that are easier to understand. This free use website can help students build reading comprehension and vocabulary by replacing and highlighting difficult words. Users can personalize settings to their level preferences, choice of style for rewording, and color options. In addition, the website also houses a library of available works of classic literature and public documents</p> |  |