**Level : 1st year LMD**

**Module : Study Skills**

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**READING STRATEGIES**

How you prepare yourself before you read influences how much you will understand and retain. There are three stages in the reading process: 1) pre-reading; 2) during reading; and 3) post-reading.

1. **PRE-READING**

Research has shown that previewing the text in any one or all of the following ways can increase your involvement with the text.

* **Set a purpose:** set a purpose for reading (summary, paraphrase, entertainment)and make a mental or written note of your goals in reading the text. Your purpose might need to locate specific information and ideas, or you might need to summarise and paraphrase the text.
* **Make predictions:** make some predictions about what topics, ideas and issues the text will cover and how the author will communicate. Use the title or subheadings to generate some ideas
* **Ask questions:** pose some questions before you begin to read that you hope the text will answer
* **Build knowledge:** think about the topic: familiarize yourself with the content; language; and format of the text; what topics, issues and ideas the text will cover; and in what way the language and organization of the text are used for the specific purposes of the writing and/or special themes. The purpose of the writing may be to: describe, persuade, inform, entertain, interact, find out, regulate, and record.
* **Preview the vocabulary:** quickly skim and scan the text for unfamiliar vocabulary and then try and determine the meaning from the context.
* **Skimming:** do a quick surface level reading of the text paying attention to subheadings, visuals, and format to determine whether the text contains information that you might need to use in your own writing.
* **Scanning:** do a quick reading of the text and search for specific words, phrases, ideas, visuals, format, and subheadings.

1. **DURING READING**

Looking for specific clues in the text to extract the author's *meaning and purpose* for communicating will strengthen your skills as a reader

* **Order of reading the text:** Reading the text in the order below will help you understand it’s global meaning before you go on to read the whole text in detail. Indeed, once you have gone through the order below, you may find that you don’t need/want to read the whole text! Read the text in the following order:
  1. Title/headings
  2. Sub-headings
  3. First paragraph
  4. Last paragraph
  5. First sentence of each paragraph
  6. Whole text
* **Attending to the different elements in the text:** pay attention to what the author is trying to communicate; how does the author use the language to convey meaning? What are some of the obvious and/or hidden themes in the text? Try and get a sense of the writer's attitude toward the topic.
* **Guessing:** when you come to a word that you don't know, try and guess the meaning from the context, don't stop reading -keep going even if one or two words are unfamiliar.
* **Reading silently:** good readers read silently. Reading out loud slows you down, it also forces you to pay attention to the sounds of words rather than their meaning
* **Searching for answers to your pre-reading questions and confirmation of your predictions:** look for information that responds to your questions and confirms or denies the predictions you made about the text

1. **POST READING**

After reading, go back to your initial pre-reading activities and fill in the gaps; do a detailed analysis of the text in preparation for your own writing assignment. This will improve your understanding and recall of the text.

* **Evaluate:** provide an opinion on how effective the author has been in carrying out the purpose of the writing and in what ways the writer has been successful at accomplishing the task.
* **Map:** create a map (visual representation) of the different ideas in the text starting with the main theme in the center and building off of it to list the related and supporting details
* **Discuss a) content, b) vocabulary, c) author's plan and use of language, d) patterns:** Analyse the ideas in the text and discuss any unfamiliar or special vocabulary; examine how the author structured the text and what grammatical and structural patterns were used in support of the author's purpose for writing
* **Return to initial predictions:** ask yourself whether the predictions you made about the content and plan of the text were confirmed or denied
* **Answering your prereading questions:** try to answer your initial questions to determine if the text provided you with the information you expected, predicted or needed.
* **Following up with a written assignment:** it is now time to make use of what you have read to generate a summary, paraphrase or semantic map in preparation for a more extended writing assignment