

SQ3R method for Thorough Study

Step 1: SURVEY Look over material critically. Skim through the book and read topical and sub-topical headings and sentences. Read the summaries at the end of chapters and books. Try to anticipate what the author is going to say.

WRITE these notes on paper, in sequence; then look over the jottings to get an overall idea or picture. This will enable you to see where you are going.

Step 2: QUESTIONS Instead of reading paragraph headings such as “Basic Concepts of Reading,” change to read, “What are the Basic Concepts of Reading?” These questions will become “hooks” on which to hang the reading material.

WRITE these questions out; look over the questions to see the emphasis and direction; then attempt to give plausible answers before further reading.

Step 3: READ Read with smoothness and alertness to answer the questions. Use all the techniques and principles demonstrated in class.

WRITE notes, in your own words, under each question. Take a minimum number of notes- use these notes as a skeleton.

Step 4: RECALL** Without looking at your book or notes, mentally visualize and sketch, in your own words, the high points of the material immediately upon completing the reading.

- a. This forces you to check understanding.
- b. This channels the material into a natural and usable form.
- c. This points out what you do not understand.
- d. This forces you to think.

Step 5: REVIEW Look at your questions, answers, notes, and book to see how well you did recall. Observe carefully the points stated incorrectly or omitted. Fix carefully in mind the logical sequence of the entire idea, concepts, or problem. Finish up with a mental picture of the WHOLE.

** Note more time should be spent on recall than on reading.