

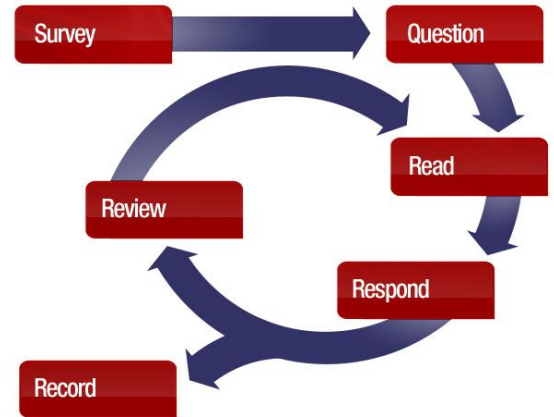
SQ4R Worksheet

Use this worksheet for each of your readings to help you concentrate and focus while you read, improve your understanding of the information and use your time more effectively.

Survey:

For each resource:

- Examine the chapter and section titles, headings and subheadings.
- Read introductions, conclusions, abstracts and chapter summaries.
- Take note of any bold or italic print.
- Observe graphics, diagrams, charts, tables, formulae, and boxed inserts.



Questions:

- What is the chapter/article about? _____

- What key points or subtopics are included? _____

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Add any further questions that come up for you as you Survey the reading:

- Question: _____
 Answer: _____
 Question: _____
 Answer: _____

Read:

For each resource:

- A. Break the material into appropriate and manageable sections.
- B. Examine closely the first sentence of every paragraph to gain an idea of what will be discussed.
- C. Look for the answers to your questions within the text and note any new questions that arise.

Respond:

As you read, you will have a variety of reactions to the text - excitement, confusion, annoyance, etc. Ask yourself what, specifically, in the text leads you to react in a particular way.

Record:

Your notes serve primarily as a summary or synthesis of main ideas, a starting point for future reference and reflection, and a way back into the reading for key quotes or concepts. Be sure to note the source, including page numbers of ideas or quotes.

Review:

Review your questions and the notes you have made. Compare the information in the text you have just read with your knowledge of the topic from other readings.

- What is the evidence or reasoning put forward in support of the claims?
- What objections could be raised to the ideas and arguments put forth by the author? Do you agree or disagree with these arguments, or have alternatives?
- What does the author want you to think? What's left out?
