

# How to Read

Reading to retain information is a skill, which means that there are things you can do to get better at it. Consider the reading skills below. Which have you already mastered? Which do you need to work on?



- Set aside plenty of time to do the reading
- Read when you are wide awake and sitting up
- Make sure you understand captions and figures
- Read more than once
- Take notes or highlight information as you read
- Make notes in the margins (annotate) as you read
- Review your notes after you read
- Make a list of key terms as you read
- Take a few short breaks every hour
- Be sure to read key concepts sections or end of chapter reviews

Skills I Have Mastered	Skills I Need To Work On