

Three Sweeps or How to Really Read a Textbook

Sweep One

Preview the chapter

- Read the title. What do you already know about the subject?
 - Read the headings and subheadings
 - Look at pictures maps and charts

Sweep Two

Read the study questions

- Read the study questions at the end of each section
 - Read the summary at the end of the chapter

Sweep Three

Really Read the Chapter

- Read the first paragraph
- After you have read it tell yourself the main idea
 - Repeat with all paragraphs
 - After reading each section paraphrase it
- Circle dates, box names, *places and underline key points (remember never underline more than three words in a sentence)

How To Use SQ3R With Textbooks

Survey:

- Find the pages of your assignment.
- Estimate how long it will take to do the work.
- Think about how much time you will spend on it now.
- Study the title.
- Change the title to a question.
- Think about what the words mean.
- Skim through the assignment.
- Look at subheadings, charts, maps, and pictures.
- Read the chapter summary or the last paragraph.
- Read the questions at the end of the chapter.

Question:

- Turn the headings or subheadings into questions.
(e.g., "Food Crops of Africa" becomes "What are the food crops of Africa?")
- Write down some of the questions so you can remember them later.

Read:

- When you read, ask: "What is the writer trying to tell me?"; "What am I supposed to do?"; or "Is this fact or opinion?"
- If you don't know what a word means by the way it is used, write the word.
- Later, look in a dictionary for the meaning.

Recite:

- Show yourself and your teacher what you have learned:
 - You can answer questions in class.
 - You can write a report about what you have read.
 - You can outline what you have read.
 - You can take a test over what you have read.

Review:

- It is important to review after you have finished reading the assignment.
- Close your book and see how much you can remember.
- Go back to the important things you may have forgotten.
- Think about how the information you read has given you the main ideas.
- You may want to take notes after reading and reviewing each part of the assignment.

SQ3R Worksheet

Name: _____ Date: _____

Chapter: _____ Pages : _____ to _____

Step 1:

Survey the assigned selection (take one to two minutes) looking for main headings, charts, graphs, and pictures. Next,

A. Find the main subheadings in this section and list them below.

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____

B. List titles of charts, graphs, pictures, etc.

Found on page

- | | |
|----------|-------|
| 1. _____ | _____ |
| 2. _____ | _____ |
| 3. _____ | _____ |
| 4. _____ | _____ |
| 5. _____ | _____ |
| 6. _____ | _____ |
| 7. _____ | _____ |

C. Are there any vocabulary words in bold or italic print in this section? List them here.

D. Describe in one or two brief sentences what this chapter is about.

SQ3R Worksheet (continued)

Step 2:

Question yourself about the reading selection by turning the major subheadings that you listed in Step 1-A into questions. Use **who**, **what**, **where**, **when**, **why**, and **how** when developing your questions.

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____

Step 3:

Read to locate the answers to your questions in Step 2 above. Then,

Step 4:

Recite or **write** the answers to the questions you asked for each major subheading question in Step 2. Repeat this cycle of **read** and **recite** until you have answered all your questions in the space below. Use the back of this page if you need additional space.

Step 5:

Review by looking over the questions (from Step 2) before your next test. Check to see if you can still answer them. Go back and read the chapter to locate answers to any that you do not know. Review any key words that you identified in Step 1-C.

