



How to Read



By

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The Reading Quiz

1. I like to read...

A) At a desk or table.

B) In a comfortable place.

C) On a journey.

D) Anywhere.

2. I..... read slowly and carefully.

A) Always.

B) Usually.

C) Sometimes.

D) Never.

3. When I read something in English,...

A) I check every new word in a dictionary.

B) I check a few of the new words.

C) I just read and try to understand.

D) I only look at the pictures and the headings.

Reading is the process of looking at a text and getting meaning from it. When we read, we use our eyes to receive written symbols (letters, punctuation marks and spaces) and we use our brain to convert them into words, sentences and paragraphs that communicate something to us. Reading can be silent (in our head) or aloud (so that other people can hear).

Reading is the third of the four language skills, which are :

1. Listening.
2. Speaking.
3. Reading.
4. Writing.

People read in many different places, for example in a park, on a bus, or in a car.

This is because books, newspapers, magazines, and so on, are easy to carry.

We also read in many different ways, and at different speeds.



Sometimes we read quickly. We just want to get the general idea from a newspaper article, a report, or a book in a bookshop.

Perhaps we want to know what it is about, or if it is interesting or important.

We call this type of reading '**Skimming reading**'.

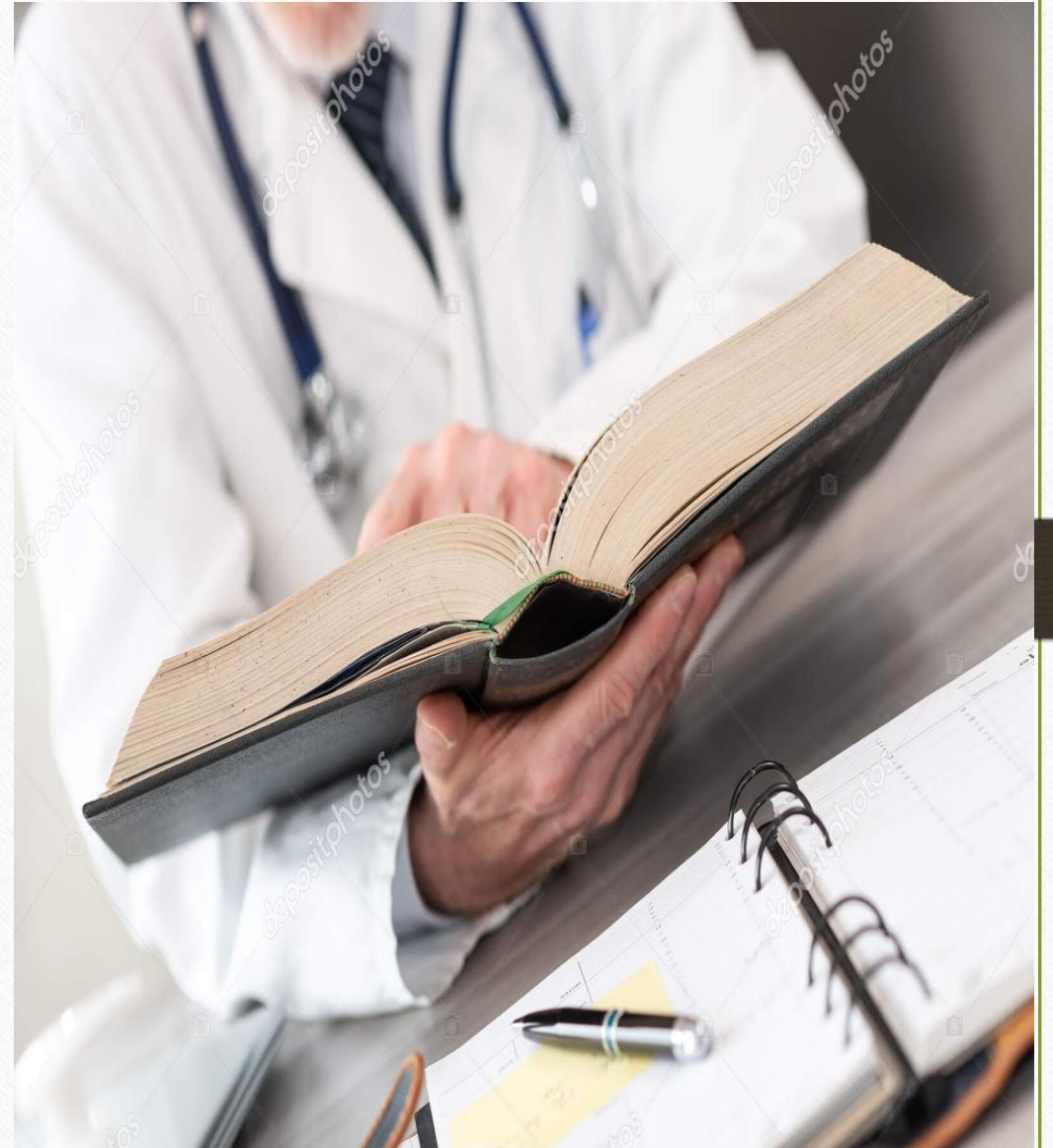


We also read quickly to get a particular piece of information, such as a date, a telephone number, or the name of a restaurant. We scan timetables, telephone directories, dictionaries, and web pages.

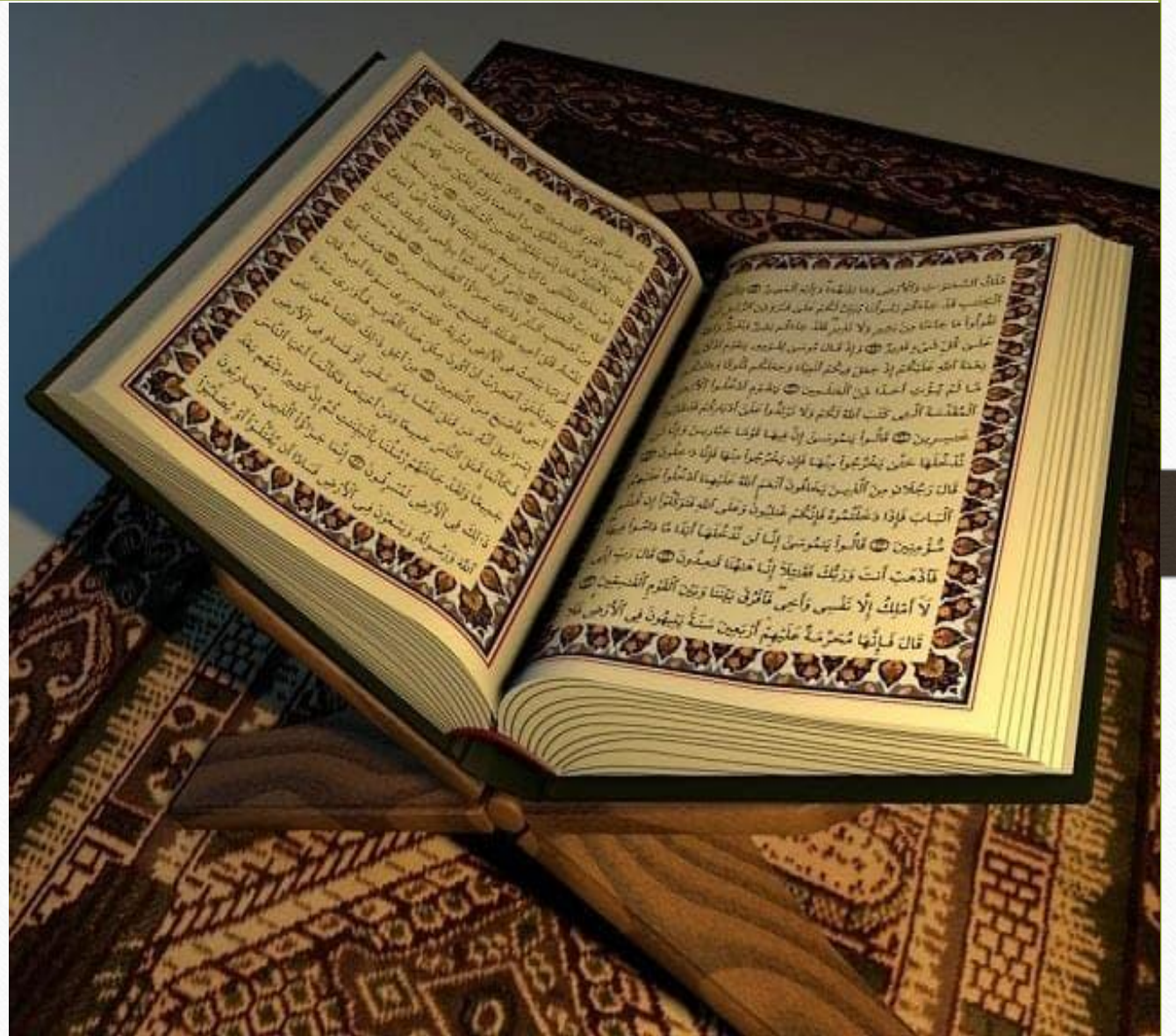
This is called '**Scanning reading**'.



At other times we need to read more carefully. For example, we read a textbook, an article, or a report to understand everything. Then we read slowly and check the meaning. We use our dictionaries a lot to help us. Perhaps we take notes and try to remember things. This is called '**Intensive reading**' or '**Study reading**'.



Sometimes we need to learn things **'by heart'**, for example A holy Quran, a poem, or a mathematical equation.



A good reader reads in different ways. Sometimes you read slowly and carefully (Intensive reading/Study reading).

At other times you read quickly for the general idea (Skimming) or for information (Scanning).

Sometimes we need to remember a specific information without any change or modification (By Heart).

A good reader chooses the right way to read.

How to Read and Study Medical Texts

PREVIEW SELECTIONS. Since much of the information is probably unfamiliar, previewing is essential to understanding. Read the title, learning objectives, headings and subheadings (turn these into questions), summary, and the review questions. Skim for main ideas, terminology, and important points. Skim all the diagrams, charts, flow charts, and other graphics.

READ ACTIVELY AND CAREFULLY. Unlike other subject areas, you need to read everything in medical material. Do not skip anything. Read with a pen and a highlighter in your hand. Underline or highlight main ideas; circle important words or phrases; draw boxes around the names that seem important; put a check mark in the margin next to any important statement or opinion; use margins and put a question mark in it when you don't understand.

ASK QUESTIONS AS YOU READ and **LOOK FOR ANSWERS.** Remember the questions at the end of the chapter. Find the answers as you read. Always ask "Why?" "How" and "Under what conditions?" For each occurrence; be sure you understand how and why it happens.

TRANSLATE FORMULAS INTO WORDS. To be certain you understand a formula, express it in your own words. Write it down in your notes.

WRITE A SET OF NOTES FROM THE CHAPTER.

Using your main ideas and other markings, reduce the chapter to its most important information.

Use whatever system fits your learning style: the **Cornell Note-taking Method** (note-taking system devised in the 1950s by Walter Pauk, an education professor at Cornell University).



ANALYZE THE THOUGHT PATTERN OF THE MATERIAL. The three most commonly used thought patterns in medical text are cause and effect, process, and problem/solution. Recognizing the transition words or signal words (**also, in addition, and, however, but, then, now,....**) help you identify which pattern of organization the author is using.

REVIEW WITHIN 24 HOURS AND FREQUENTLY AFTER THAT.

Thank you
for listening