## How do you do that?

**1. Start by glancing through your textbook. Why do you think the writer wrote this book?** Look at:

- Title
- Front and back cover Table of contents
- Introduction
- Summary

Are there certain recurring elements? Can you use that to pinpoint the common thread?

## 2. Glance through the chapter

Look at:

- Title of the chapter
- Introduction
- Section headings
- First sentences and closing sentences of each section (!) Figures, tables and diagrams, etc.
- Conclusions and summaries

Scan a chapter to find the key points: • specific facts

- definitions
- formulas
- keywords
- statements

Why did the author write this chapter?

What question are they trying to answer?

How does this chapter relate to the other chapters?

## Other questions you can ask yourself to make sure you keep reading the course material actively:

· What do I already know about this subject?

• How difficult is this book? How hard do I have to concentrate and which time of the day/week is best for studying this course unit?

• What else do you need in order to have a command of the course material? Study buddy? Mind map? Make a summary? Ask the lecturer a question?

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