It is not always necessary to read every word of a passage. Active readers use reading strategies to help save time. These strategies are similar in process but different in purpose. In other words, it is your purpose for reading which determines which strategy or strategies to use.

1. Previewing and Predicting

Previewing is a pre- reading strategy by which the reader tries to gather as much information about the material as he/she can before reading it. This allows predicting (anticipating) what a passage, an article, or a book is about and how it is organized without actually reading the main body of the text. Previewing does not give you details, but it does keep you from spending time on things you do not really want—or need—to read.

- **Guidelines for Previewing and Predicting**
  ✓ Read the main heading and the subheadings and try to make predictions (What the passage will be about?
  ✓ Find the author of the passage (if any)
  ✓ Check the structure to see if the passage is divided into parts this will help you predict the type of the passage (a news paper article, a letter, an advertisement…)
  ✓ Read the first sentence of each paragraph and the final sentences of the passage then anticipate meaning and content.
  ✓ Look at the pictures (if there are any) and find the clues that the pictures give about the topic)
  ✓ Watch for dates, names and numbers…

<u>**Task One**</u>*: **Read the information from book covers given below and make some predictions about each book. Which book would you choose? Why? Tell your partner about your choice. Did you choose the same book?***

Book 1

Things Fall Apart by Chinua Achebe. This book was first published in England in 1958. it is the author's first and most famous novel. A classic of modern African writing, it is the story of a man whose life is dominated by fear and anger. It is a powerful and moving story that has been compared with Greek tragedy. The writer's style is uniquely and richly African. Subtly and ironically, Achebe shows his awareness of the human qualities common to people everywhere.

      Things Fall Apart is also a social document. It shows traditional life among the Ibo people in a Nigerian village. The novel documents life before Christianity, and demonstrates how the coming of white people led to the end of the old tribal ways.

Book 2

This Rough Magic by Mary Stewart. This novel was on *The New York Times* best-seller list for eight months, and the reviewer wrote that the tale is " a magical concoction...warm and sunny for all its violence.

Stewart tells the story of a beguiling young actress, Lucy Waring, who visit Corfu for a holiday. With no warning, she stumbles into strange violence and is threatened with terror and death.

Other reviewers call this book "romantic, suspenseful, delightful...rating A" and "a polished and lively novel...luscious from start to finish."
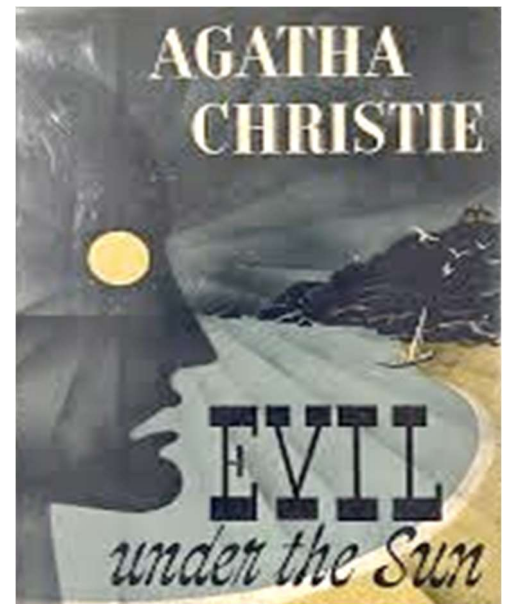
Book 3

Black Cherry Blues by James Lee Burke. Winner of the Edgar Award for best novel, this 1989 detective story is "full of low-lifes and rich crooks. Burke shows that 'serious' literary craftsmanship is compatible with the hard-boiled genre" of the crime novel.

Burke's story leads his hero from Louisiana to Montana as he strives to escape a phony murder charge, protect his little girl, and find a professional killer. Reviewers call this novel 'a fine book, tough and vital.'

Task Two: *Make predictions about what might be in the novel based on the photograph below.*

1. **What is the setting of "Evil under the Sun"?**
   A. A bustling city
   B. A remote island
   C. A mountainous region
2. **What atmosphere or mood do you anticipate in the novel?**
   A. Light-hearted and cheerful
   B. Dark and mysterious
   C. Romantic and sentimental
3. **What genre do you predict "Evil under the Sun" belongs to?**
   A. Mystery
   B. Romance
   C. Science-fiction

4. **What might be the primary focus of the plot?**
   A. A hidden treasure
   B. A mysterious letter
   C. A murder investigation

Task Three : **Preview the passage below then answer the questions that follow. You will have 30 seconds to preview. Don't look back at the passage!**

Climate change is a global issue that continues to affect our planet. The rise in average temperatures, melting ice caps, and extreme weather events are all evidence of the changing climate. Scientists agree that human activities, such as burning fossil fuels and deforestation, contribute significantly to this phenomenon.

One of the most concerning consequences of climate change is the rising sea levels. As temperatures increase, polar ice melts, causing sea levels to elevate. This poses a direct threat to coastal communities, leading to increased flooding. Low-lying islands and vulnerable coastal regions are particularly at risk.

Efforts to address climate change include international agreements, such as the Paris Agreement, which aims to limit global warming and reduce greenhouse gas emissions. Additionally, individuals play a crucial role by adopting sustainable practices.

Education about climate change is vital to raising awareness and inspiring action. Schools and around the world are incorporating environmental education into their curricula to empower the younger generation to make informed decisions and contribute to a sustainable future.

1. **What is the passage about?**
2. **According to scientists, what are the significant contributors to climate change?**
3. **What is the most concerning consequence of climate change?**
4. **What efforts are made to address climate change?**
5. **Why are schools incorporating environmental education into their curricular?**

Task Four: *These headlines are taken from the same newspaper. Choose the sentences that best describe the possible contents of the articles. Discuss your answers with a partner.*

1. Think before you jog

   a) The pleasure of jogging

   b) Statistics about the number of joggers

   c) The dangers of jogging

   d) The popularity of jogging in the USA

2. Injury cash for battered wives soon

   a) Wives beaten by their husbands will soon get money as a compensation.

   b) Beaten wives get together to raise money.

   c) Beating one's wife will soon be forbidden.

   d) Statistics about wives who were injured because they were beaten.

3.Tragedy of the slimmer who loved nice clothes

   a) It's difficult to buy clothes when you are fat

   b) A young person wanted to slim too much and died.

   c) The everyday problems of slimmers.

   d) The woman who bought too many clothes and ruined herself.

Cure that is worse than the problem

   a) A new drug has been discovered but it is far too expensive.

   b) A doctor criticizes the use of medicines in general.

   c) A widely used drug is found to cause more harm than good.

   d) People would face their problems better without drugs.

2. Skimming

Skimming is a form of rapid reading for finding the **general idea**—or **gist**—of a passage or a book. When you skim, you have a general question in mind, something you need or want to know about the text, such as:
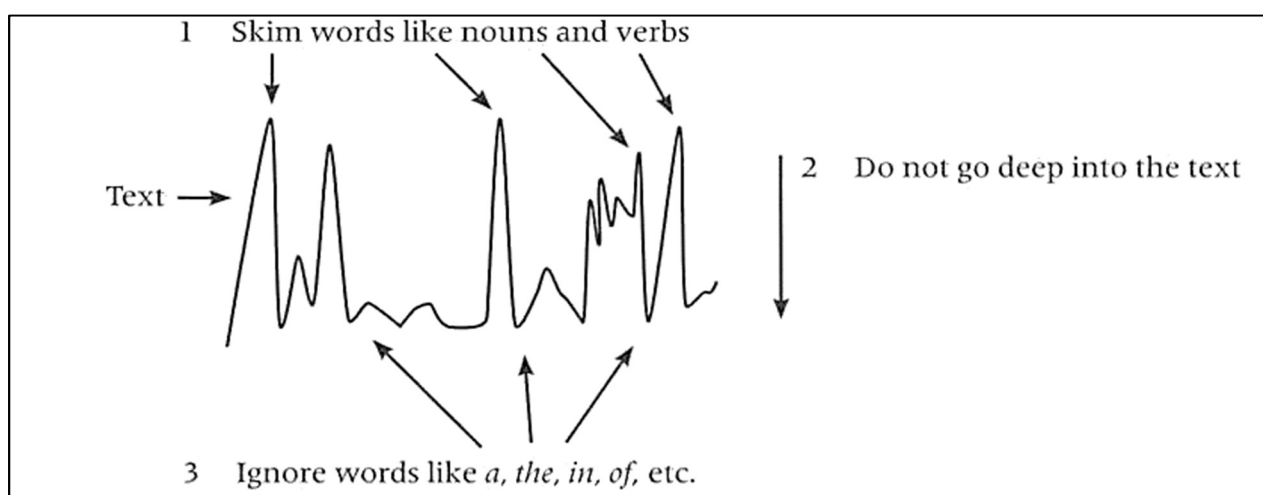
• What is the general meaning?

• Does this agree with what I already know about this topic?

• What is the writer's opinion?

• Will this information be useful to me?

Although skimming should never replace careful reading, it can save you time in deciding what or what not to read, in getting the general content of a passage, and in finding the author's main point without having to deal with details. Therefore, skimming is especially useful when you need to do research, since it allows you to look quickly through lots of material to get a general idea of the content and to decide if it is relevant for your purposes.

a) Guidelines for Skimming

✓ Read the title (It is the shortest possible summary of the content).

✓ If you do not get enough information from the headings, or if you are working with a material that does not have headings, read the first sentence of each paragraph (The main idea of most paragraphs appears in the first sentence)

✓ Read any headings and sub-headings.

✓ Read the summary or the last paragraph.

The following diagram shows the technique used for skimming:

a) Some distinctions you should make when skimming:

- Distinguishing Main Ideas from Supporting Ideas

The main idea is the overall fact, feeling, or thought a writer wants to convey about his or her subject. It must be general enough to encompass all the ideas in the passage. That is, it should be broad enough for all the other sentences in that passage. A main ideas is also ***an assertion***; a claim that something is true. An assertion, therefore, needs to be supported with specific details or evidence: ***supporting ideas or details***.

Writers often state their main ideas in one or two sentences so that readers can be very clear about the main point of the passage. A sentence that expresses the main idea of a paragraph is called a ***topic sentence***. Topic sentences are often found at the beginning of paragraphs. But not all paragraphs begin with a clear topic sentence. Sometimes writers begin with specific supporting ideas and lead up to the main idea. In this case, the topic sentence is often found at the end of the paragraph.

- **Distinguishing between Facts and Opinions**

One of the most important signs of a good reader is the ability to distinguish between a ***fact*** and an ***opinion***. The key difference between fact and opinion lies in the difference between ***knowing*** and ***believing***. On the one hand, **opinions** may be based on facts, but they are still what people think and believe, not what they know. They are debatable; two different people could have two different opinions about the matter. On the other hand, **facts** are not debatable. Two different people would have a hard time debating a fact. They might not agree on how to interpret the facts, but they would have to agree on the facts themselves.

Example:

a) "Basketball is more exciting than football."

- This statement is **debatable**. You could argue that football is more exciting than basketball or that they're both equally exciting, or even that they're both dreadfully boring. All these statements are **opinions**.

b) "Basketball is a team sport"

- - This statement is **not debatable**; it's impossible to disagree with this statement. It's something known to be **true** and thus, it's a **fact**.

Task Five: *Read the passages below and find the main idea.*

(1) Left-handed people suffer more from stress than their right-handed peers, according to a study of 1,100 adults by University of Michigan researchers. As a result, they smoke and drink more. Fifty-five percent of the lefties smoked, whereas fewer than half of the righties smoked. Furthermore, the lefties consumed more alcohol per year than their right-handed counterparts.

- The main idea is …………………………………….……………….

(2) You ought to know what to do to help a person who is choking. First, you stand behind the choking victim and put your arms around his or her waist. Second, you make a fist and place the thumb side against the person's stomach just above the navel, but below the ribs. Third, grasp your fist with your

other hand and press into the victim's abdomen with a quick upward thrust. Repeat this action if necessary.

- The Main idea is …………………………………………………………..

Task Six: *Skim through the following descriptions to get information about different pen pals.*

(1) Mary, 24 years old, comes from Scotland and would like to find a pen pal who comes from East Europe. She likes playing the piano and listening to jazz music. She is interested in history but does not like discussing politics.

(2) Kim Lee, 19 years old, comes from Seoul, South Korea. Kim loves travelling and hopes to visit Great Britain in the future. He would like a pen pal who is interested in discussing the differences between life in Europe and life in Asia. He loves listening to pop music and playing football in his free time.

(3) Pietro, 42 years old, comes from Argentina. He is a businessman and would like to find a pen pal who is also a businessperson and lives in North America. He is married with three children and likes using the Internet in his free time.

(4) Jennifer, 18, comes from New Orleans in the United States. She is interested in discussing the political differences between East Europe and North America. She loves riding her horse, Jackie, and listening to jazz music.

(5) Alessandro, 25 years old, comes from Rome. He is interested in finding a pen pal who speaks different languages and can exchange ideas on using the computer for learning purposes. He likes playing tennis and football in his free time.

Question: *Which pen pal is best for these people? Choose ONLY ONE pen pal for each person.*

a) Peter Vladovic, 18, comes from Serbia and would like a pen pal who is interested in discussing the current political situation in the world. He likes jazz and playing tennis in his free time. The best pen pal for Peter would be …………….

b) Tom Synder, 36, is a businessman from Toronto, Canada. He would like to find a pen pal from a different continent to discuss business practices and differences between his country and others.
The best pen pal for Tom would be ……………

c) Olga, 32 years old, comes from Moscow, Russia. She is a historian and would like to find a pen pal who is interested in discussing the history of Russia before the communist regime. She is not interested in comparing different political systems. The best pen pal for Olga would be…………….

d) Jack, 27, is from London. His favourite pastime is learning languages. He goes to evening German and French classes and uses his computer to improve his German and French by visiting Internet sites. The best pen pal for Jack would be ……………

e) Stuart, 22, is from Dublin. He loves travelling and wants to visit Asia in the near future and would like a pen pal who likes playing football and who can tell him about the differences between life in Asia and Ireland. The best pen pal for Stuart would be …………..

The Way Up To Heaven

All her life, Mrs Foster had had an almost pathological fear of missing a train, a plane, a boat, or even a theatre curtain. In other respects, she was not a particularly nervous woman, but the mere thought of being late on occasions like these would throw her into such a state of nerves that she would begin to twitch. It was nothing much- just a tiny vellicating muscle in the corner of the left eye, like a secret wink - but the annoying thing was that it refused to disappear until an hour or so after the train or plane or whatever it was had been safely caught.

It was really extraordinary how in certain people a simple apprehension about a thing like catching a train can grow into a serious obsession. At least half an hour before it was time to leave the house for the station, Mrs Foster would step out of the elevator all ready to go, with hat and coat and gloves, and then, being quite unable to sit down, she would flutter and fidget about from room to room until her husband, who must have been well aware of her state, finally emerged from his privacy and suggested in a cool dry voice that perhaps they had better get going now, had they not?

Mr Foster may possibly have had a right to be irritated by this foolishness of his wife's, but he could have had no excuse for increasing her misery by keeping her waiting unnecessarily. Mind you, it is by no means certain that this is what he did, yet whenever they were to go somewhere, his timing was so accurate -just a minute or two late, you understand - and his manner so bland that it was hard to believe he wasn't purposely inflicting a nasty private little torture of his own on the unhappy lady. And one thing he must have known - that she would never dare to call out and tell him to hurry. He had disciplined her too well for that. He must also have known that if he was prepared to wait even beyond the last moment of safety, he could drive her nearly into hysterics. On one or two special occasions in the later years of their married life, it seemed almost as though he had *wanted* to miss the train simply in order to intensify the poor woman's suffering.

Assuming (though one cannot be sure) that the husband was guilty. what made his attitude doubly unreasonable was the fact that, with the exception of this one small irrepressible foible, Mrs Foster was and always had been a good and loving wife. For over thirty years, she had served him loyally and well. There was no doubt about this. Even she, a very modest woman, was aware of it, and although she had for years refused to let herself believe that Mr Foster would ever consciously torment her, there had been times recently when she had caught herself beginning to wonder.

3. **Scanning:**

Scanning is different from skimming because readers are not concerned with the broader meaning of the text. The purpose of using this reading strategy is to extract specific information without reading the whole text as **dates**, **names**, and **places**. We usually **_scan_**: a telephone book, an index in a textbook, a list of movies in the newspaper, the ads in a newspaper, and pages of a dictionary…

But, we usually **_do not scan_**: a mystery story, a textbook for an important course, important papers from a lawyer, a map for getting to a party, and a question on a test to name a few.

a) Guidelines for Scanning

- ✓ Try to anticipate how the answer will appear and what clues you might use to help you locate the answer (numbers, dates, proper nouns, etc)
- ✓ Determine the organization of the material; it is your most important clue to where to begin looking for information. Especially when looking up information contained in charts and tables, the organization of the information is crucial to rapid scanning
- ✓ Use headings and any other aids that will help you identify which sections might contain the information for which you are looking.
- ✓ When you have found the needed information, read carefully the sentences in which it appears in order to confirm that you have located the correct information.
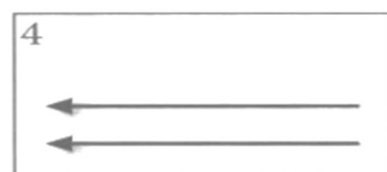
b) Ways of Scanning

1. Scan from the bottom right of
a paragraph to the top left.
Look at either side the diagonal line

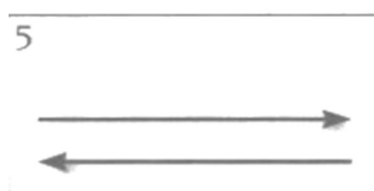3. Scan in a zigzag from right to left.

2. Scan vertically from the bottom to the top.

4. Scan from the bottom.
Move right to left,
right to left.

e) Scan from the bottom right to left, then left to right.

Task Eight: *Circle the key word every time you see it in the line. Work quickly.*

Key words

into	unto	onto	into	intro	into
been	been	born	bean	been	barn
back	black	bark	back	bank	book
With	witch	with	wish	will	wilt
Must	much	must	mist	mush	muse
They	thy	they	then	them	they
After	alter	alter	after	afar	otter
What	what	when	white	what	whit
Were	were	wear	were	ware	wore
There	their	there	three	there	theme
More	mere	more	mire	mare	more
Two	tow	too	to	wo	too
Well	wall	wall	well	will	welt
Said	sad	said	sail	said	sail

Task Nine: *Scan the ad below to find the answers to these questions. Work fast.*

Starting time: …………

- Which computer has the lowest price? …………………………………………………………
- What do you get free with the Process Partner? ………………………………………………..
- What is the name of the computer store? ………………………………………………………...
- Does the PaqComp run BIM programs? ………………………………………………………...
- What is the price of the Partner with 384K memory? ………………………………………….....

Finishing time ………………..

Scanning time ………………..

Task Ten: *Scan the text to find the answers to these short questions from Article 1 of the U.S. Constitution. This exercise should take less than two minutes.*

1. How often are members of the House of Representative chosen?
2. How old must a Senator be to be elected?
3. To be a Senator, how long must he or she have been a citizen of the United States?
4. How long must a Representative be a citizen of the United States before he or she can be elected?
5. Who is the President of the Senate?
6. Originally, who chose the Senators?

> **Section 2**
> **Clause 1:** The House of Representatives shall be composed of Members chosen every second Year by the People of the several States, and the Electors in each State shall have the Qualifications requisite for Electors of the most numerous Branch of the State Legislature.
> **Clause 2:** No Person shall be a Representative who shall not have attained to the Age of twenty five Years, and been seven Years a Citizen of the United States, and who shall not, when elected, be an Inhabitant of that State in which he shall be chosen.
> **Section 3**
> **Clause 1:** The Senate of the United States shall be composed of two Senators from each State, chosen by the Legislature thereof, for six Years; and each Senator shall have one Vote.
> **Clause 2: (omitted)**
> **Clause 3:** No Person shall be a Senator who shall not have attained to the Age of thirty Years, and been nine Years a Citizen of the United States, and who shall not, when elected, be an Inhabitant of that State for which he shall be chosen.
> **Clause 4:** The Vice President of the United States shall be President of the Senate, but shall have no Vote, unless they be equally divided.

4. Making Inferences

Good readers make inferences as they read. That is, in addition to reading the words, they use their imagination and their knowledge about the world to fill in facts and ideas that are not directly stated in the text. This is sometimes called **"reading between the lines."**

It is often necessary to read between the lines because a writer cannot include all possible information about a topic or situation. Writers leave out information that they think readers will know already or will be able to guess.

Task Eleven: *In riddles you must make inferences. Can you answer the questions?*

1. It's brown.

You can drink it.

You can put milk or sugar in it.

It isn't tea.

What is it? ………………………..

2. She sits down all day.

But she moves around the city.

She goes to the same places every day.

She sees many different people.

They pay to go with her.

What is her job?……………………..

3. First it's red.

After you cook it, it's brown.

What is it? ……………………

4. She goes to different places around the world.

Sometimes there are wars. Sometimes people are dying.

She talks to the people in these places.

Then she tells their stories to the people at home.

Many people watch her in the evening.

What is her job?………………………………

5. It's outside in the yard.

It's small.

It has a door but no windows.

Something lives there.

Cats do not like to go near it.

What is it?…………………………..

Task Twelve: *Read each passage and then respond to the questions. Each question will ask you to make a logical inference based on textual details. Explain your answer by referencing the text.*

a) Every day after work Paul took his muddy boots off on the steps of the front porch. Alice would have a fit if the boots made it so far as the welcome mat. He then took off his dusty overalls and threw them into a plastic garbage bag; Alice left a new garbage bag tied to the porch railing for him every morning. On his way in the house, he dropped the garbage bag off at the washing machine and went straight up the stairs to the shower as he was instructed. He would eat dinner with her after he was "presentable," as Alice had often said.

-    What type of job does Paul do?
     …………………………………………………………………………………………………
-    Describe Alice:
     …………………………………………………………………………………………………
-    What relationship do Paul and Alice have?
     …………………………………………………………………………………………………

b) "Tommy!" Mom called out as she walked in the front door. "Tommy," she continued shouting, "I sure could use some help with these groceries. There was still no reply. Mom walked into the kitchen to put the grocery bags down on the counter when she noticed shattered glass from the picture window all over the living room floor and a baseball not far from there. "I'm going to kill you, Tommy!" Mom yelled to herself as she realized that Tommy's shoes were gone.

- What happened to the window?
…………………………………………………………………………………………………
- Why did Tommy leave?
…………………………………………………………………………………………………