How much money did you spend on your textbooks this semester? Use your investment wisely by following these tips!

- Survey the assignment before you get started. What chapters do you need to read?
- Look over the entire chapter – mark the beginning and end with a post-it note.
- Look over the headings. How many are there? How is the chapter organized?
- Plan to read one section at a time, breaking the chapter into small chunks.
- How long can you sit and study? Read as many chunks as fit your style; then take a break. (Twenty–fifty minute chunks have been proven to be most effective.)
- Read material before the lecture.
- Find ways to apply textbook material to what you are learning in class.
- Answer questions provided in the textbook.
- Use highlighting, but not too much.
- Take notes in the margins.
- Look for main ideas and supporting details.
- Use SQ3R
- Look for relationships between what you are reading and the class topic
- Reflect on what you have learned
- Quiz yourself
- Use supplementary learning aids (such as CDs, websites, etc.)
- Review boxes, vocabulary, charts, introduction and conclusion/summary.

Common mistakes made when reading textbooks:

- Highlight/underline too much
- Never review highlighted material
- Avoid taking notes
- “Seeing” the words but not really reading them
- “Zoning Out”
- Concentrating too much on details
- Looking for only big themes
- Cramming (especially the night before a test)
- Skimming only