The text has a headline, maybe pictures. They cause ideas assumptions thoughts
Write them down in key words.

Read the text slowly and accurately.

Clarify the parts you didn’t understand.
This helps:
think
Look for an explanation in the text.
look up
Look it up in a lexicon.
ask
Ask somebody.

Are there any parts you don’t understand?
Underline them with a pencil.
4 Structuring

Divide the text into sections.

Number the sections.

Find a headline for every section.

Write the headlines down.

5 MARKING

Mark – in every section – the important words and write them down in a list.

6 Summarizing

Summarize the content of the text in your own words, using your word list.

Present your summary to a partner.

7 EVALUATING

Look at your list of ideas from the beginning. Which ideas matched the text?

The reading guide suggests different steps. Which steps did you find especially helpful?