

Reading For Comprehension and Note-Taking Strategy



This strategy involves student reading for comprehension, note taking, and reorganizing information in their own words (avoiding plagiarism). This strategy is useful for comprehension of short articles, such as news articles and information sheets; however, it can also be used in research and information gathering. See BLM G-31 for the Reading for Comprehension and Note-Taking Frame for student use.

Steps in Reading and Note-Taking Strategy

1. Record the title, source, date, and author of the article in the appropriate spaces in the Frame sheet.
2. Read the selection carefully, and put the article aside.
3. Write down as many "fast facts" as you can remember.
4. Re-read the article to review information.
5. Make corrections/additions in the appropriate space in the chart.
6. Make connections with information in each column and group into themes/concepts.
7. Write a short paragraph on each of the themes/concepts, thus restating key items from the article in your own words.
8. If this method is used as a research strategy, the information groupings (Step 6) could be incorporated into the writing of the research report.