

## BEFORE

## WHILE READING

	READING METHOD	READING PURPOSE
Overview	You can quickly grasp what the text is about by looking at the title, chapter and section headings, preface, table of contents, figures, illustrations, the back cover and conclusions.	Creating an overview of text and genre. Finding out what the overall theme of a text is, how it is structured, the level of difficulty, and whether you can use it. (e.g. when you start a new book from the syllabus)
Skimming	You read quickly without getting into the detail of the text by letting your eyes run over the pages and only concentrating on keywords and important passages. You cannot and should not consider all of the text's information when you skim.	To get an overview of the content and the main themes of the text. Identifying the sections of text you want to read more thoroughly. Or looking for specific information in a text. (e.g. when you are deliberately looking for a definition of a specific concept)
Normal	You read the entire text in order to understand the content of the text. This is the kind of reading that most new students immediately associate with studying because this is how they have usually read texts.	To understand and be able to reproduce the overall message, the mindset, the argumentation, the issues and the results. (e.g. textbook reading)
Intensive	You read the text word for word while simultaneously taking notes and writing comments in the margins. You are interested in every detail of the text and you may even read the material more than once.	To learn the content in detail in order to be able to recall it, obtain precise, specific information, memorize it and be able to reproduce nuances. (e.g. reading ahead of an exam and having the knowledge at your fingertips)
Selective	Reading the text with a specific focus, perspective or in regard to a specific issue. You interpret the text as you read while keeping your perspective in mind.	To identify the relevance of the text from a specific perspective and using the text in a specific context. (e.g. to work with specific projects and with your own problem formulation)

## AFTER READING

## PROCESSING THE TEXT

In order to learn from reading, you must process the texts you read by discussing and writing about them in your own words. For example, you can make mind maps, take notes, write summaries, make presentations to the study group and discuss the academic content of the texts with your fellow students.