Survey: Prior to reading, look over the material. Note the titles of chapters and subheadings, introductions, conclusions, graphics, and questions at the end of the chapter. This step provides an overview for what you will begin to learn.

Questions: Turn each chapter title and subheading into a question. Ask yourself, who, what, where, when and why. Creating questions allows opens the door for curiosity.

Read: Begin to read each section of the text. After your first read, start from the beginning and read more in depth. Answer the questions you have created, and take notes of information learned and additional questions you may have. Highlight key points in the text as you read, or make brief notes. Reading the material twice provides double information intake and comprehension.

Recite & Recall: Close your book and answer the questions you have created from chapter headings. Teach fellow classmates the information to ensure your personal knowledge. Create a list of key ideas and concepts that are crucial to understanding the material. When expressing ideas to others and recalling information, you prove to yourself what you do and do not know.

Review: Reviewing is an ongoing process. Peruse the notes you took while reading. Continually answer the questions you created for yourself. Complete practice problems Review the concepts in the text after you are finished reaching and reciting each section, and come back to it periodically over a few days. Summarize difficult passages and rewrite the major points in your own words.