

### Reading Assignments as Preparation for Class:

Ever waste an hour reading and when you finished, still not know what you read? If you use this format, soon you'll be able to prepare yourself for class in about 20 minutes. Follow these directions for all reading assignments this year. Each reading assignment will be your section study guide, so work neatly and make it useful. Follow the directions, below. *Write your responses on another sheet of paper.* The format is important, so use the layout we will model together in class. Use the green sheet completed last class to help you find your way around the textbook.

1. Write your name, the chapter and section number, and date due, in the upper right hand corner.
2. Write the chapter title and the section title in the upper left corner. Write the page numbers below this.
3. Read the Section Summary. Complete this statement: This section is about \_\_\_\_\_
4. Find the end of the section and look at the Review Questions. You will need to be able to attempt these questions when you finish reading.
5. Turn back to the first page of the section and read the Key Ideas and Why It Matters. Write a sentence that tells what looks familiar to you at first glance. (NOTE: "nothing/everything looks familiar" is not an acceptable response.)
6. Make the table below on your paper. *Fill in the table before going on (see #7 below).*

#### Key Terms

I know the meaning of this word	I have seen this word but am not sure of the meaning	I don't know the meaning of this word

7. Skim the section, looking for the Key Terms in the text. If you know the meaning of the term well enough to explain it, write the term in the first column. You do not need to define these terms, because you already know it. If the term looks familiar but you can't explain it, it goes in the second column. If you've never seen the term before, it goes in the third column. *Do not go on until you have listed all the key terms in the section.*
8. Read the Key Ideas. List each Key Idea on your paper, leaving 6-8 lines between. Later, you will write a short description, explanation, and/or example for each.
9. As you skim, fill in the Key Terms table.
  - Write a working definition in 5 words or less for each term in the "I'm not sure" and "I don't know" column.
10. Look for pictures, charts, graphs, diagrams, tables, etc. These are called Figures or Tables. List each figure and write a statement describing the important information it demonstrates.  
Ex. Fig 2-1 → Table of SI Base Units, quantity, symbols, unit names, abbreviations, and defined standards.
11. Finally, **read** the material. Begin to fill in the space you left after each Key Idea. this is why you left extra lines.
12. Write any questions you have after the figures
13. If you were assigned any Review Questions, answer them now on a separate sheet of paper.
14. After class, add any information from your notes.