Summarizing

Another way to annotate is to summarize.

- Make sure to summarize what you read so that you remember the main ideas!
- Ask yourself, “What is this paragraph trying to tell me?”
- Then answer the question in one sentence, and write it in the margin next to the section you read as in the picture below:

You can see that annotation comes in many forms. Remember to annotate so that you remember what you read!

Reference Acknowledgement

Information for this brochure was adapted from the following source:


Annotating Textbooks

Created by The Write Spot Writing Team

Academic Support Center

This material can be made available in alternative format by contacting the Academic Support Center at 507-389-7339 or 1-800-722-9359 (Voice). For TTY communication, contact MN RELAY Service at 711 or 1-800-627-3529.

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What Is Annotating, and Why Is It Important?

The authors of *Making Reading Relevant* say annotating is just, “...marking and writing notes in a textbook.”

When you annotate, you interact with the text by writing so that you can remember what you read.

Here are some tips to annotate effectively:

- Underline important words.
- Write key words and definitions in the margin.
- Put a question mark next to anything you do not understand...or something you have a question about.

### Highlighting

How do I know what to highlight?

1. Do NOT highlight when you read something for the first time. Everything will sound important.
2. Here are some things you should highlight:
   - Dates, names, and events
   - Words you do not know
   - Vocabulary words
   - Main points
   - Things that stand out
3. Use several colors!
4. When you come back to study, just look at the highlighted parts—you do not need to reread everything!

### Using Sticky Notes

If you do not want to mark directly in your book, you can use sticky notes!

Why?

- You may want to sell back your textbook without writing in it.
- The colors from the sticky notes activate your brain.

How?

- Write a question about the text on one side of the sticky note. Then write the answer that you found in the text on the back. Place the sticky note in the text by where you found the answer so that you will associate it with the pictures in your text.
- Study by asking yourself the question on the front of the sticky note, and then say the answer on the back out loud.

- Sticky notes can also be taken out of your book and used like flashcards to study.