Follow these tips for some strategies for making difficult material easier to read and comprehend.

**BEFORE you start reading:**
- Skim introductions, the first and ending paragraphs of sections, and summaries to get an overall view of the material.
- Look at information presented in graphs, charts, illustrations, and other graphic images.
- Think about how the material relates to what you have already learned.

**WHILE you are reading:**
- Note key words that are in bold print or italicized.
- Look for topic sentences and main points in paragraphs.
- Write main points in the margins for easy review later.
- Write yourself a question in the margin next to a paragraph that is difficult to understand for clarification later.
- Stop periodically and think about what you have read. Jot down notes along the way if needed.

**AFTER you finish reading:**
- Restate complex ideas in your own words. Jot them down if needed.
- Consult other sources for information for the reading assignment if you are having trouble understanding the material.
- Write a summary without looking at the material. Then compare it with a summary in the reading.
- Outline the reading reflecting the overall content; highlight main ideas.
- Make reading an activity with other students by sharing summaries and discussions of the material in your own words.

**General Study Tips:**
- Read when you are physically and mentally alert and ready to absorb the information.
- Read in an environment free from distractions and interruptions.
- Take brief breaks during reading periods. Returning refreshed to the material will help in maintaining focus on the material.
- Stay motivated by planning a reward for yourself after you finish reading.