



Annotation

Annotation is an effective reading strategy and one particularly useful to college students who must grapple with dense academic texts. The strategy involves reading with pencil in hand and includes a variety of marking techniques that range from underlining and highlighting words and passages to writing notes, questions, et cetera, in the margins of the text. It is an active strategy encouraging engagement, comprehension, and synthesis. Use annotation to get more mileage from your reading assignments and to become a more efficient and effective learner.

10 Easy Strategies to Use When Annotating a Text

1. Read with a pencil in hand
2. Use sticky notes to write comments, observations, relationships, etc., in the book. These notes can prevent you from having to re-read the chapter. They become a **table of contents or a study guide**.
3. Rewrite headings as questions.
4. Read a section at a time and make notes next to each sentence:
 - a. use a plus sign (+) for information that you know
 - b. use a minus sign (–) for information that you don't know
5. Circle key terms. 
6. Mark examples by making notations: underline, [bracket], asterisk*, etc. – just be consistent!
7. Mark terms or concepts likely to be on a test by placing a “T” beside them.
8. Use arrows  to connect related ideas.
9. Number sequential points 1, 2, 3, 4, and so on in the text.
10. Summarize charts, graphs, and/or tables. You can use sticky notes for these.

(Source: *Developing Textbook Thinking*, 5th ed., by Sherrie Nist and William Diehl)