

## SUMMARY OF SQ4R (SURVEY, QUESTION, READ, RECITE, “RITE,” REVIEW)

### SURVEY

Determine the structure, organization or plan of the chapter. You will remember details because of their relationship to the total picture. This provides the framework for later reading.

- Think about the title. Guess what will be included in the chapter
- Read the introduction. Here the main ideas are presented—the “forest” that must be seen before the details and the “trees” that make organized sense.
- Read the summary. Here is the relationship among the main ideas.
- Read the main heads and subheading (boldface type). Determine where in the sequence of ideas each one fits. Ask yourself, “What do I already know about this topic?”
- Examine graphs, pictures, and tables. Relate them to the main heads.
- Review the questions from any chapter quizzes.

### QUESTION

Having a question in mind results in:

1. spontaneous attempts to answer it with information at hand
  2. frustration until the question is answered
  3. a criterion against which the details can be inspected to determine relevance
  4. a focal point for crystallizing a series of ideas (the answer).
  5. improved concentration and a clear purpose for reading
- Use the questions at the beginning or end of the chapter
  - Formulate questions by turning heads and subheads (or the first sentence of each paragraph) into questions. Example: Causes of Depression. What causes depression? What conditions are present before depression occurs?

### READ

Read to answer the question. Move quickly. Sort out ideas and evaluate them. If the content does not relate to the question, give it only a passing glance. Read selectively.

### RECITE

Answer the question—in your own words, not the author’s. Recitation encourages long-term learning.

### “RITE”

- Write the question (one sheet of paper is to contain all the notes for the chapter—so be brief)
- Write the answer using only keywords, listings, etc. that are needed to recall the whole idea.

Q: \_\_\_\_\_

A: \_\_\_\_\_

Q: \_\_\_\_\_

A: \_\_\_\_\_

### REVIEW

Increase retention and cut cramming time by using immediate and delayed review. To do this:

- Read your written question(s) at the end of your reading session.
- Try to recite the answer. If you can't, look at your notes. Allow five to ten minutes per chapter.
- Review again after within 24 hours and then once per week.

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