



Study Skills: Scanning and Skimming a text

Sometimes you need to be able to read a text very quickly, perhaps to find a specific piece of information.

This is called **Scanning**. When you want to find a specific piece of information quickly. Glance quickly down the text for key words. Run a finger down the middle of the page as you read to focus your eyes and keep them moving.

On the next slide there are many words – your task is to SCAN these words and find and list 5 months of the year and 5 animals. Sounds easy....

Scanning for answers in a text is a great skill to develop!

October	fish	Sarah	apple	kettle	oven	blazer	May
Tie	December	cat	dog	fork	Jack	plate	bowl
Banana	shirt	orange	knife	sink	mug	March	rabbit
January	Mike	Clare	spoon	shoes	trousers	July	
Jenny	guinea pig	pots	jumper	David	February	mouse	
Hamster	April	plum	peach	June	Danielle	kitten	
Grapes	puppy	August	Robert	microwave	Helen	rat	
Mango	parrot	fridge	Andrew	socks	glasses	lizard	
Freezer	September	Jamie	Joanna	belt	cupboards	spider	

Now you are going to try the same thing with a text

This room was my mother's pride and joy. Its brilliant white curtains always smelt fresh and the mahogany furniture was always highly polished, as was the wooden floor. My sister and I spent many hours polishing that room from as far back as I can remember. We had to do the polishing before we left for school each day. The comfortable wooden chairs in the room were draped with crisp white headrests and the round table, which we ate from on Sundays and other special occasions, had a doily in its centre, on which sat a glass of glorious fresh flowers. These were from our small front garden which was full of exotic, sweet-smelling flowers and shrubs such as the beautiful flame-red hibiscus which seemed to attract swarms of exquisite butterflies and hovering hummingbirds, in search of the nectar. The room is kept for special occasions, but it is still a pleasant place to be.

What were the chairs draped with?

- Shabby old sheets
- Crisp white headrests
- Red velvet covers

What 'sat' in the middle of the table on special occasions?

- A lazy old ginger cat
- A beautifully decorated sponge cake
- A glass of glorious fresh flowers

Did you use the clues in the question to scan for the answer?

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Skimming is another type of fast reading. You might use skimming to look through a text quickly to get the an overview of what the text is about. So, if you want to know what's going on in the news, you might skim through a newspaper or a news website. You wouldn't have much detail but you would find out the main points.



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Sometimes you will have to read a text in detail, but these skills will help you to locate important points and get an overview of a text.

REMEMBER

- **Use clues in the questions to help you scan for answers**
- **Skim a text through to get an overview of the main points.**