



## Study Skills: Scanning and Skimming a text

When you're reading you don't have to read everything with the same amount of care and attention. Sometimes you need to be able to read a text very quickly.

For example, to look up the word 'valuable' in the dictionary you wouldn't start at the letter A and read every word. The most efficient way is to turn to the letter V and then find the words beginning with va-.

This is called **scanning** through the dictionary. Scanning is one type of fast reading.

**On the next slide there are many words – your task is to scan these words and find and list 5 fruit and 5 Kitchen utensils. 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

**Dear Parent/Guardian,**

**As part of your child's studies for GCSE English Literature, s/he is studying the play 'Much Ado About Nothing' by William Shakespeare. This play is about to enter the final weeks of its long run in Stratford-upon-Avon and the school has booked tickets for students to see it on Monday, 22 May.**

**The play is being staged at The Swan Theatre in Stratford-upon-Avon, and tickets are £12.50 including travel. Students will need to meet at the front of the school at 5.30pm to meet staff and board the coach.**

**The play begins at 7.30pm and lasts for approximately 2 hours. The coach will return students to the school at around 11.00pm where they will need to be met or, as long as agreed beforehand, make their own way home.**

What is the purpose of this trip?

- To see Much Ado About Nothing
- To see Macbeth
- To learn about Stratford-upon Avon

At what time of day will the trip take place?

- 1:00pm until 3:00pm
- 5.30am until 11.00am
- 7.30pm until 11.00pm

## 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 gist (the general idea). 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.



# **Study Skills: Scanning and Skimming a Text**

**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.**