

## **Annotating a Text**

- 1. Pick up** a pencil, a pen, or a post-it.
- 2. Read everything at least twice.**

**The first time**, read quickly to get a sense of what the text is about. Look for important ideas, structural or rhetorical divisions, characters' or place names, specialized language. Think about the author's motivation and intended audience.

**The second time, (and subsequent times)**, read carefully. Mark concepts, definitions, examples that you think are:

- A.** inconsistent,
- B.** interesting, or
- C.** important.

Mark anything that is unfamiliar and keep going.

- 3. Begin to annotate.**
  - A.** Circle, underline, or stick on a post-it for important ideas. Identify these so you will know their significance.
  - B.** Mark repetitions or rhetorical signals.
  - C.** Circle confusing words or phrases.
  - D.** Define language from context or dictionary.
  - E.** Note passages that seem inconsistent.
  - F.** Note passages that generate a strong positive or negative response.
- 4. Write questions where you made annotations.** These questions can be for the instructor to answer, for the class to discuss, for you to use in future writing assignments, or for you to keep as reminders of what you were thinking.
- 5. Think about the connections** between this text and other texts you have read.