

## What Are You Looking For?

**One** of the real keys to learning how to skim is to know what you're looking for. Very often people will read a question very quickly and right away start skimming. After they've spent several minutes skimming, they suddenly realize they've forgotten what it was they were looking for. Because they can't recall what they were looking for, they might very well have passed up the answer.

**It's** necessary, therefore, to read the question very carefully, and to spend a short time thinking about what you are looking for. You need to know before you start if you are you looking for an age, a date, a length, a place, a name, a period of time, the result of something, a cost, a

rule, a time, a description, or an opinion. Since you can be asked a question on almost anything, the answer you need can be about anything. The key then, to skimming, is to understand the question and know what it is you are looking for.

**Within** the questions, then, are the clues that will help you find the answers. You will find the answers quickly by learning how to develop a method for skimming.

### **PRACTICE IN SKIMMING FOR WORDS**

**On the** next several pages you will be skimming for certain words. You will be asked questions about certain words. Skim each passage until you find the answers to the questions. The purpose of these assignments is to get you in the habit of skimming. This means you are NOT to read each word. You are to move your eyes quickly across and down the page until you find the answers. To do this, repeat to yourself what it is you are looking for. Then begin looking. You might want to start out by drawing the finger that is next to your thumb very quickly across the page. Don't stop moving the finger until you have located the words for which you are looking.

