

How to Read a Book, Adler

I. The Activity and Art of Reading

A. Two types of reading:

1. For...
2. For ...

B. Two types of learning:

1. By ...
2. By...

C. Goal of this book:

1. Learning to learn by ...
2. Learning how to learn from ...
3. Learning "how to make books...."

II. The Levels of Reading

A.

B.

C.

D.

III. Elementary Reading

A. Four basic stages

1. 'Reading readiness' --
2. Simple reading --
3. Expanded reading --
4. Refined reading --

How to Read a Book, Adler

B. Need for remedial instruction in elementary reading

1. At the _____ school level -
2. At the _____ level -

IV. Inspectional Reading

A. Systematic skimming or pre-reading

1. Look at the title page and preface: try to ...
2. Study table of contents: look for
3. Check index:
 - (a) estimate range of _____ and _____
 - (b) look up some _____ that seem crucial
4. Check the dust jacket: read the...
5. Look for chapters which seem most pivotal: read _____ and/or _____ passages/pages carefully
6. Thumb through _____ book, reading a few _____ and/or pages here and there, esp. at the end, looking for the main argument(s)

B. Superficial reading

1. Read through "without ever stopping to look up or ponder the things you do not understand right away"
2. "Go right on [until] you come to things you do understand. Concentrate on these. Keep on in this way." (e.g. "reading Shakespeare"! :)

C. On reading speeds

1. Learn to read at different speeds
 - a. "Many books are hardly worth even _____;"
 - b. "Some should be read _____;"
 - c. "A few should be read... quite _____...allow[ing] for complete comprehension"

How to Read a Book, Adler

- d. Even _____ books have some material which can be read quickly

D. Fixations and regressions:

1. The mind can grasp a sentence or even a paragraph at a _____
2. For faster reading....

E. Problem of comprehension

1. Speed isn't enough; speed alone doesn't bring _____
2. This book seeks to improve _____

F. Summary of inspectional reading

1. "Race through even the hardest book" the first time through.
2. "You will then be prepared to read it well the second time."

V. How to be a Demanding Reader

A. Four basic questions a reader asks (The Four Stages of Analytical Reading)

1. Subject/Classification: "What ...
2. Terms/Interpretation: "What ...
3. Truth/Evaluation: "Is the book
4. Significance/Response: "What..."

B. How to make a book your own:

1. Underlining...
2. Vertical lines...
3. Marginal doodads ...
4. Numbers ...

How to Read a Book, Adler

5. Circling ...
6. Writing in ...

C. Three kinds of note-making

1. Structural- about ...
2. Conceptual- about ...
3. Dialectical- about ...