



Before reading

Choose a specific text and one question. You can revise the question as you read.

Title, author and edition

Why I am reading it

My main question

What I already know

Example: "How does the author explain this idea?"

While reading

Record page references and paraphrase ideas. A short reference is enough to locate the passage in your own copy.

Page	Idea in my words	Question

Avoid copying long passages if you plan to share your notes.



After reading

Close the book and answer first. Then return to the cited pages to correct or refine your summary.

My answer in three sentences

One idea supported by a page

What is still unclear

My next reading or question

My own words + a verifiable reference: a useful summary.