**If you’re not writing, you’re not reading**

*Write on the document using the SCUBA method*

**S**can document for headings, images, footnotes, or interesting features

**C**ircle words you don’t know, find and write the definitions in the margins

**U**nderline key ideas

**B**ox names, dates, places, and amounts

**A**nnotate the author’s claims, different themes, summaries of paragraphs or sections, patterns/trends you notice, the author’s biases, and your reactions to what you’re reading

*If you’re confused…*

* 1. Re-read the last few sentences
  2. Re-read the last few sentences out loud
  3. Try explaining it to yourself out loud
  4. Try explaining it to someone else out loud