

If this is the first advice sheet you use, you may also want to look at **Improving your reading speed (R4)**. When you read for main points only, of course, you will increase your reading speed naturally.

It would be easier to locate main points in a reading article if you know what they are. A simple way is look at the title of the article. A good title should be able to summarize the theme of the article. When you read, try to identify all the points related to the theme or the title.

If the title does not tell explicitly what the content or theme is, then try to predict. This leaflet will give you some tips on helping you to locate main points, and the materials that you may use for practice.

## Tips on locating main points

- Identify a purpose for your reading.
- List out several points you want to get from the article, and look for those points when you read.
- Look for any signposts in the article. They are hints to let you know whether the nearby text contains important information. When you see signposts such as “in other words”, you may

automatically skip this part since it is a paraphrase of a previously-mentioned point. Other signposts such as “another important point”, “what is important is...”, etc. are signals that tell you to read on.

- It’s **WRONG** to assume that the first sentence of each paragraph summarizes the main idea of that paragraph.
- It’s also **WRONG** to assume that each paragraph should contain one main idea. Some paragraphs may contain more than one main point. And in other cases, one main point is expressed in several paragraphs. (See **Improving your reading speed R4**.)
- Take graphics and layout as hints. Important words may be in **bold** or **larger font size**.

## What materials can I use for practicing?

Inside the Language Commons:

- “Study reading” pp.44-49.
- “Authentic reading” unit 3.
- “Effective reading” units 1, 2, 3, 4, 6, 7, 9, 11, 12, 13, 15, 16, 18, 19, 20, 22, 24, 31, 32, 33, 34, 40, 42 & 44.

Outside the Language Commons:

- Newspapers
- Magazines
- Lecture notes
- Course readings
- Advertisements
- Newsletters
- E-mail
- Any readings you come across in your daily life

## And now...

If you would like any help or advice, or just a chat about your progress, please get in touch - **we are here to support your independent learning!** To contact us:

- make an appointment to see an **adviser**. For details of advisers and their availability, please go to <https://ilang.cle.ust.hk/language-adviser-timetable/>.
- e-mail your questions to **iLANG** ([lcilang@ust.hk](mailto:lcilang@ust.hk)).
- ask at the reception counter of the Language Commons — if the receptionist cannot help you directly, s/he

will pass your query on to one of the advisers.

### **What else can you do?**

- browse the many physical (<https://ilang.cle.ust.hk/language-commons/#resources>) and online materials (<https://ilang.cle.ust.hk/resources-reading/>) for Reading.
- join a Reading activity or short course (<http://ilang.cle.ust.hk/reading/>).

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