**Annotations and You**

**Things You Will Need:**

The reading assignment

Highlighter Pen or pencil

Critical thinking skills

\*\* Note the author, his or her official title, and connection to the topic (researcher, journalist, etc).\*\*

1. Circle unknown words. Look up the definition and write it down in the margin.

2. Underline, highlight or circle definitions. It is useful to write "def" in the margin so you can locate the definition quickly.

3. Number lists of ideas or give them titles. Writers provide support points to back up their main idea.

4. Make notes to yourself in the margins (questions, comments, ideas, confusions, contradictions, etc).

How does this idea relate to the ones I read in another article? Is this the same as x? …

5. Star important passages.

6. Don’t go overboard. Too many annotations won’t be helpful.

7. Once you have finished reading and annotating, write a brief description of the article at the top (a couple of words max) so that you can find it quickly when you are looking for it without having to reread all of your articles.