

# READING LIKE A BOSS



Learning Hub  
Conference  
2018

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**BUSINESS SCHOOL**

# Is your reading effective?

- Do you enjoy reading for your courses?
- Do you think you comprehend everything you read?
- Do you think you could read faster?
- Do you think you could read more efficiently?
- Do you remember the information you are reading?



# The way we read



- Most people at tertiary level can read between 200-400 words a minute.
- Speed reading
- Comprehension
- RSVP systems

# Effective reading

- You need to connect with what you are reading – it has to have a **PURPOSE**. This means you are *actively* reading, not *passively*.  
Ask yourself:
  - Why are you reading? Assessments, course readings...
  - Give your reading purpose by assigning a central question or topic to guide you.
- Have a place you read.
- **Reading is a skill that takes time to master.** Read daily for 15 minutes every day to improve your speed, comprehension, vocabulary etc.

**DO READING TO GAIN THE KNOWLEDGE, NOT JUST TICK A BOX!**

# Active reading

## Techniques:

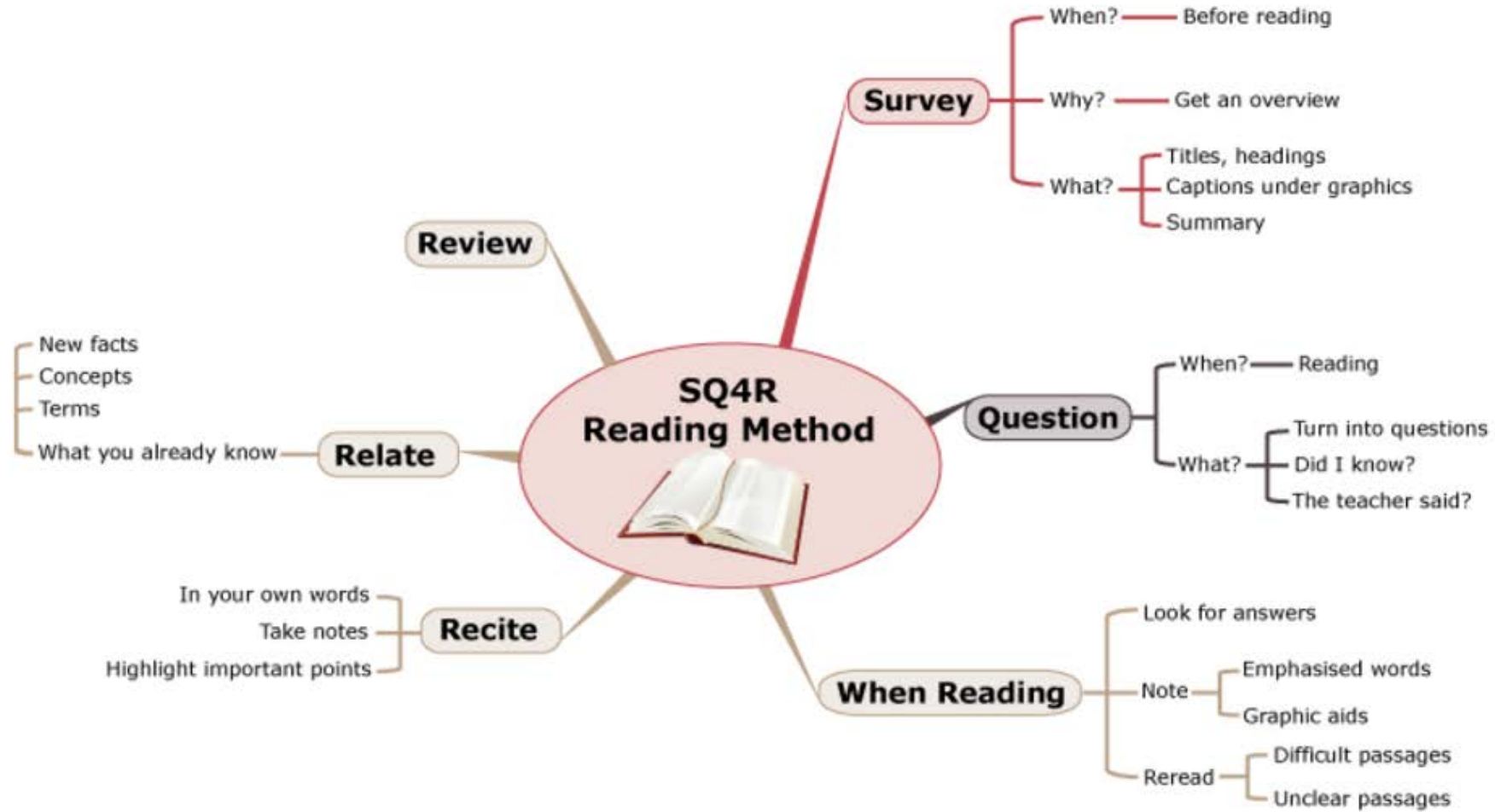
1. Psuedo skimming
2. Skimming
3. Scanning

## Engage:

- Ask questions of the text – be a critical reader.
- Predicting.
- CREATE AN **ORGANISED** OUTPUT – make notes, diagrams, mind maps, etc.
- **Do something with the information.**



*“By God, for a minute there  
it suddenly all made sense!”*





# Tech for reading

1. Rewordify – helps to simplify difficult readings - <https://rewordify.com/>
2. Text compactor – summarises long readings -  
<https://www.textcompactor.com/>  
Beeline reader  
<http://www.beelinereader.com/>

Ever wonder why stop lights use colors and not words? It's because the human brain processes color very quickly—much more quickly than it can process words. BeeLine Reader uses the same principle to make reading easier and faster. With BeeLine Reader, the color of the text guides your eye across and between lines, eliminating "line transition errors" (accidentally skipping or repeating lines) and making reading faster, easier and more efficient.