

How to Survey a Textbook

1. What is the title?
2. What do you already know about the subject as stated in the title?
3. Read the Table of Contents and list the major divisions or parts of the book.
4. Is the book organized chronologically, topically, or does it follow some other organizational plan?
5. Make three predictions about what you can expect to learn in the rest of the book.
 - a.
 - b.
 - c.
6. Ask one question you would like answered.
7. Read the Introduction and Preface. Who is the author; what do you know about him/her? Mention qualifications and background, biases, unusual approach, or any other information about the author that you find in the Introduction or Preface.
8. List three items of useful information in the Preface or Introduction that will help you read the book.
9. Look at the first chapter of the book. What is its title?

10. Look at the last chapter of the book. What is its title?

10a. Why do you think the author decided to place this chapter last?

11. Is there an index and/or a glossary or other built-in aids to help you read the book? List these features

12. Read the first paragraph of each of the other chapters. List three major ideas that are developed in the book

13. Describe the book in fifty words or less.