

## **BASIC SKILLS Annotation Assignment Harrigan**

**Assignment:** Annotate the second page of the first text essay you read for an assignment. Annotate to show that you know how—your job is to prove you can do a good job taking notes on a page. Use the “How To” suggestions below. Even if you think you know the meanings of all words on this page, for example, you must circle and define at least one word to demonstrate that you know how to take proper notes. You may copy the annotated page of your book or tear it out to turn in.

### **How to Annotate (take effective notes while reading):**

- Jot down (or underline) brief phrases that help you understand main ideas or important details. Double underline the thesis.
  - Place question marks in the margins next to things that you do not understand.
  - Circle or mark unfamiliar words. Go back after reading and look up key words, as needed for meaning, and write definitions in the margins, with arrows to the words.
  - Write questions in the margins—perhaps to later ask in class.
  - Place marks next to things that are important to the meaning or by data that support the main idea or point.
  - Place marks next to writing with which you don't agree, or that doesn't follow logic. Also make marks next to things you like, or approve of, or with which you agree.
  - Use any personal marks you like--include underlining or symbols that have meaning for you. Remember, these notes are for *you* to use in review of the information.
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