**Chesterton Academy Guide to Annotating**

**1**

**Understand the Text**

* Underline unknown or confusing vocabulary
* Look up the unknown vocabulary words

**2**

**Summarize the Text**

* For each paragraph, write a short clause or sentence in the margins summarizing the basic point/argument/plot of the paragraph.
* Summarizing the text will help you when you return to the text to review it with ease, especially if you are being assessed on it!
* Make sure your summaries are neat and readable! They don’t help you if you can’t read them later!

**3**

**React to the Text**

* Underline or highlight passages that stood out to you or that you particularly enjoyed. If there are specific pages you find important to the story/argument, tab the page so it’s easy to find later.
* Write down in the margins any questions you have regarding the argument or plot of the text.
* Note in the margins passages or concepts you found confusing (“?”), exciting (“!”), funny (“Ha”), or important (“Note Well”).