

Student

Reading Strategies

Time: *Approximately 2 hours*

1. Check these terms

1. Surveying.
2. Text genre recognition.
3. Skimming.
4. Scanning.
5. Guessing unknown words.
6. Reading for detail.
7. Annotating text.
8. Main idea / subsidiary ideas
9. Credible / Limitations / evidence
10. Authors stance
11. Readers stance

Answers: <https://academic-englishuk.com/reading-skills>

2. Open text document [[Download from link](#)]

Text: Chartered Management Institute: Understanding Leadership Styles

Link: <http://www.managers.org.uk/~ /media/Files/PDF/Civil%20Service/CHK-256.pdf>

[AEUK does not own the text – download from link].

3. Go through the worksheet.

You can do one question at a time and check or do all the questions and then check

4. Summary writing

Write 100-150 words summary / use key points in Q4 answers to check.

Send it to us to check - <https://academic-englishuk.com/essay-checking>

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Reading strategies

General Reading strategies

- Thinking about purpose for reading.
- Surveying.
- Text genre recognition.
- Skimming.
- Scanning.
- Guessing unknown words.
- Reading for detail.
- Annotating text.
- Main idea / subsidiary ideas
- Credible / Limitations / evidence
- Authors stance
- Readers stance
- Summarising.

Reading questions

1. Reference

Title	
Author	
Date	

2. Surveying the text – write down the key section headings to the article

Section 1	
Section 2	
Section 3	
Section 4	
Section 5	

3. Text Genre analysis – what is point of this journal? Who would read this?

Point:

Who?

4. Skim read the introduction – **highlight + write down** the key points

5. Scan the text-**highlight** the academic theorists (14) – do you recognise any of them?

Who?

Vocabulary / grammar development:

Using only the three paragraphs of the Introduction:

Collocation – [verb + noun]

1. A style that _____ you
2. To _____ rapport / trust / respect
3. To _____ good working relationships
4. To _____ a suitable management style
5. To _____ self-awareness
6. To actively _____ and _____ their style
7. To _____ your leadership style
8. Employees who _____ to you within an organisation

Collocation [adjective + noun]

1. The need to be an _____ leader
2. Adopting an a_____ style
3. Is an e_____ aspect of being a good leader
4. A less d_____ society
5. A c_____ and coaching style
6. Some of the most p_____ theories

Linking phrases

1. C _____, leaders who adopt or display...
2. R _____ on how you lead is an ...
3. A _____ from manufacturing and heavy...
4. M _____ collaborative and coaching styles...
5. An a _____ differing leadership...