

TIPS FOR INCREASING READING SPEED

- ✓ Try to avoid focusing on every word. Rather, **look at groups of 2 to 3 words**. For instance, this sentence could be grouped in this manner:

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- ✓ Work on **vocabulary improvement**.
 - Familiarize yourself with new words so you don't get stuck on them when you read them again.
- ✓ If you find yourself moving your lips when reading, force yourself to read faster by grouping words together (as mentioned above) so that you can no longer move your lips.
- ✓ **Read more!**
 - 15 minutes a day of reading an average size novel equals 18 books a year at an average reading speed!
- ✓ **Determine your purpose before reading.**
 - If you only need main ideas, then allow yourself to skim the material.
 - Don't feel you must read every word.
- ✓ **Spend a few minutes a day reading at a faster than comfortable rate** (about 2 to 3 times faster than your normal speed).
 - Use your hand or an index card to guide your eyes down the page
 - Time yourself reading a few pages at your normal speed.
 - You'll find that often your normal reading speed will increase after your skimming practice.
- ✓ **If you have poor concentration when reading**, practice reading for only 5 - 10 minutes at a time and gradually increase this time.

Note: There are several books on increasing reading speed available in most bookstores. If you are serious about increasing your rate you may want to work systematically through one of these books.