**Annotating a Text**

**Q:** **What is annotating?**

A: Marking in a text (or using sticky notes if the text doesn’t belong to you!)

**Q: Why annotate?**

**A:** to interact with a text, allowing for better retention and comprehension of what you read

**Q: How do you annotate?**

**A:** Use a highlighter, pencil, pen and a series of symbols or color-coding to differentiate between the things you are annotating for.

**Q: What do I look for when annotating?**

**A:** Sometime you will be looking for something very specific, but if you are annotating for general comprehension, these are the things you should look for:

* **Vocabulary**- Make a note of words you do not know. Find the definition! Use a dictionary, context clues, or stems to figure out what a word means and write a brief definition in the margin of the text.
* **Characters**- Note any new characters or major changes to characters you already know. Also make note of character traits.
* **Conflict**- Label the type of conflict. Also make note of the specifics of whom or what is involved in the conflict and a brief note about what the conflict is.
* **Themes**- If you see any recurring themes, make a note of it.
* **Anything that stands out in the reading**- if you have questions about something, find it interesting, think it’s odd, etc. make a note in the margins
* **Author's style (ie. figurative language/sensory details)**- authors use different elements to draw attention to something. So pay attention to it.
* **Chapter summaries**- at the end of a chapter write a few sentences or a bulleted list of key details and events in the chapter. When you look back at the summary, it may help you to recall other details.

**Q: What are some symbols should I use?**

**A:** Create a system that works for you, but here are some suggestions:

* ! or \* If it’s important
* !! or \*\* If it’s really important
* \_\_ If it’s a key word or phrase
* If it’s a word you don’t know (then find the meaning!)
* If it’s a literary device or figurative language
* ? If it’s something you are confused about or have a question about
* [ If it’s a larger passage that you think is important

**ANNOTATING TEXT**Annotating is a key component of close reading. Since we will annotate texts all year, you need to develop a system that works for you within the following guidelines. Your annotating should be very consistent.   
Use the following:  
  
-If you highlight or mark text, **you must note in the margin why you marked that text.**-Use any white space available, including in between lines of text.  
-Put circles, boxes, clouds or stars around important words or phrases.   
-Connect words or phrases with arrows.  
-Underline sparingly. Underlining entire paragraphs loses its effectiveness. Use brackets in the margin if you want to mark a paragraph.  
  
  
ALL STUDENTS MUST:  
1. Mark important plot events (new characters, turning points, setting changes, etc).  
Not every page will be marked.  
  
2. Mark unfamiliar words. Figure them out and write the definitions in the margin.  
  
3. Mark any conflicts that occur with characters. Also note your ideas about these conflicts   
(who is involved, predicted outcomes, etc)  
  
4. Mark and note any personality changes or attributes of the characters.  
  
5. Mark any symbolism you find and note what you think the object may be representing.  
  
IF YOU MARK EVERYTHING, NOTHING WILL STAND OUT.