



SCANNING *and* SKIMMING *for* BETTER READING

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Scanning And Skimming For Better Reading

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PREFACE

All Praise to Almighty God for the Grace and Blessings that has been given so that the writer can complete the reference book entitled ***Scanning and Skimming for Better Reading***. The aim of writing this book is none other than to provide insights in enhancements of reading comprehension enable individuals to extract valuable information efficiently.

This book becomes comprehensive guide to mastering essential reading techniques. Skimming and scanning are not just skills; they are tools that will empower readers to conquer the information age with confidence and ease. In the chapters that follow, this book delves deep into the art of skimming and scanning, exploring their individual nuances, understanding when and how to employ them, and honing the proficiency through practical exercises and real-world examples. Whether a student, a professional, or simply an individual seeking to enhance the reading skills, this book is designed to equip readers with the knowledge and practice necessary to excel in today's information-driven society.

It is realized that the book composed is still imperfect. Therefore, support and input from readers are needed, so that in the future it can be even better at writing a book.

Tondano, August 2023

The Writer

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CHAPTER I

INTRODUCING SKIMMING AND SCANNING FOR EFFICIENT READING

Importance of Efficient Reading

Efficient reading is a critical skill in today's information-rich world. It allows individuals to process vast amounts of information quickly and effectively, which is essential in various aspects of life, from education and career to personal growth and decision-making.

Efficient reading is not just about reading quickly; it's about understanding deeply. It's the ability to extract the most valuable information efficiently. (Stanovich,2000). Efficient reading is not solely about speed but about comprehension and extracting meaningful insights. It underscores a fundamental truth about effective reading. It highlights that reading quickly is not the only goal; rather, the primary aim of efficient reading is to gain a deep understanding of the material being read and to extract valuable information and insights from it.

Efficient reading becomes cognitive skill that can enhance critical thinking, problem-solving, and even empathy by exposing individuals to diverse perspectives (Wolf,2018). This statement highlights the cognitive benefits of efficient reading, including its role in broadening one's horizons and improving cognitive abilities.

As quoted that in an era of information overload, efficient reading is a survival skill. It enables individuals to sift through the