

# Reading skills

## IGCSE English

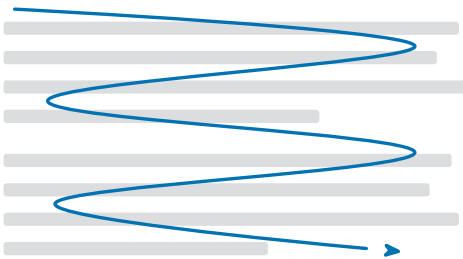
### Reading for specific information

In the exam you do not read every word slowly. You change your speed to fit your goal.

#### Skim first, then scan

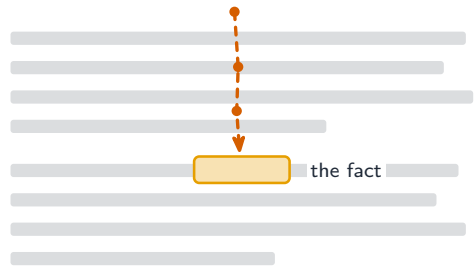
- First **skim** 略读 the text. Read it fast to get the **gist** 大意—the general idea. Look at the title, the first line of each paragraph 段落, and any pictures.
- Then **scan** 扫读 to find one piece of information. Move your eyes quickly down the page. Do not read every word. Stop when you see what you need.
- Use scanning for facts like names, numbers, dates, times and places.

**Skim** - read fast for the gist



one fast sweep over every part:  
"what is this text about?"

**Scan** - jump to one fact



eyes hop down the page and  
stop only at what you need

*Skim sweeps over everything for the gist; scan jumps straight to one fact*



*A departure board is a real text you scan: you do not read every line —you jump straight to the one flight time or gate you need*

## Match the question to the text

- Read the question first. Decide what kind of answer it wants: a name? a number? a reason?
- **Predict** 预测 the answer before you look. This helps your eyes find it faster.
- Find the part of the text that talks about the same idea. The answer is usually there.

## Write short, exact answers

- Here you write a single word or a short **phrase** 短语, not a full sentence.
- Copy the exact word from the text when you can.
- Answer only what the question asks. Extra words can lose the mark.

## Connecting ideas across a text

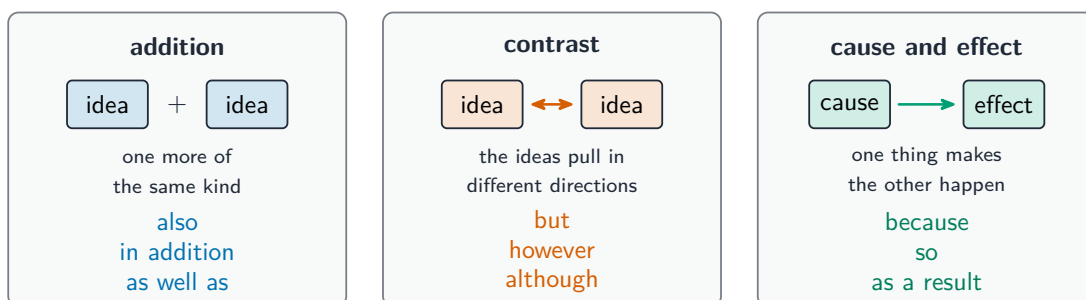
A long text is not just a list of facts. The ideas link to each other, and you must follow how.

## Multiple matching

- In a **multiple matching** 多项匹配 task you read several short texts, or several parts of one text.
- Each question describes an idea. You choose the text or part that matches it.
- The words in the question are usually different from the words in the text. Look for the same meaning, not the same words. This is called a **paraphrase** 改写.

## Signal words

- Writers use small words to show how ideas connect. These are **signal words** 信号词.
- Some show **addition** 递进 (also, in addition, as well as). Some show **contrast** 对比 (but, however, although). Some show **cause and effect** 因果 (because, so, as a result).
- When you notice these words, you can see how the writer's ideas fit together.



*The three signal-word families and what they do to ideas*

## Making notes and summaries

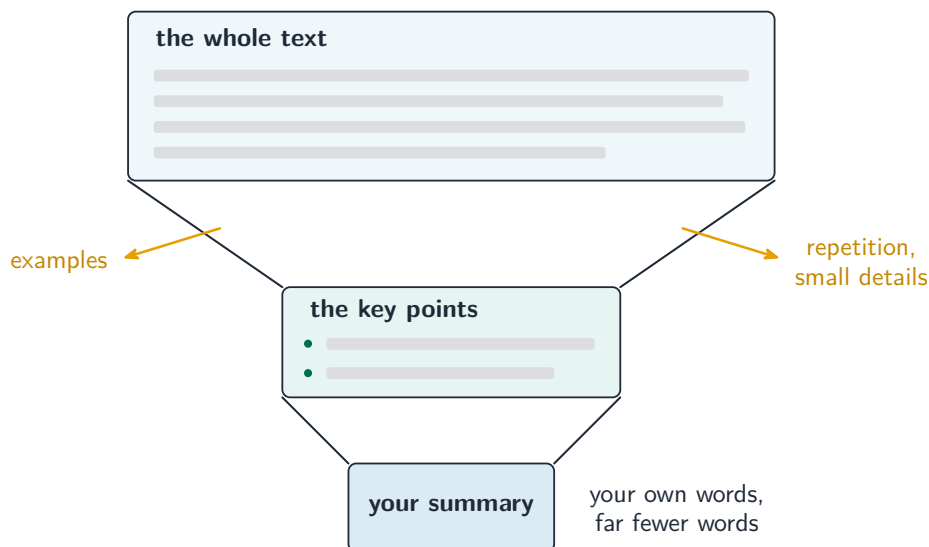
Sometimes you must take the main points out of a text and write them in a short form.

### Note-making

- In a **note-making** 做笔记 task you complete notes under headings.
- Write short notes, not full sentences. A word or a short phrase is enough.
- Choose only the points that fit the heading. Leave out examples and extra detail.

## Summary skills

- A **summary** 概括 gives only the most important ideas, in fewer words.
- Find the key points. Ignore examples, **repetition** 重复 and small details.
- Use your own words where you can. Do not copy whole sentences.



*A summary keeps only the key points, in your own words*

## Reading between the lines

Some answers are not written directly in the text. You must work them out. This is called **inference** 推断.

### Implied meaning

- Sometimes the writer **implies** 暗示 something without saying it openly. The meaning is there, but it is hidden.
- Read the words around the idea. Ask: what does the writer want me to understand here?

### The writer's attitude

- The writer's **attitude** 态度 is how they feel about the topic—for example, excited, worried, or unsure.
- You find the attitude in the writer's **word choice** 用词. Strong or emotional words show feelings.

- In a **multiple-choice** 选择题 question about attitude, read all the options. Choose the one that fits the whole text, not just one line.

## Unfamiliar words

- You will meet words you do not know. Do not stop.
- Use the **context** 语境—the words around it—to guess the meaning of the new word.

## Exam tips

- Read the question before the text. Underline the key word: a name? a number? a reason?
- Answers usually come in the same order as the text, so do not hunt backwards for question 1.
- Copy the exact word from the text when you can; a changed word can lose the mark.
- Check how many answers the question wants: "Give TWO reasons" needs two, not one.
- In multiple matching, the text usually does not repeat the question's words. Hunt for the same idea said differently.
- Never leave an empty line. A guess can win a mark; a blank never can.