

JULY 2021

ENGLISH MODULE 4 SOLUTIONS

TYPED NOTES



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ENGLISH MODULE 4

PART A

1. Define reading skills.

A. Reading skills are abilities that pertain to a person's capacity to read, comprehend, interpret and decode written language and texts. Exceptional reading skills can be highly beneficial to assimilating and responding to written communications like emails, messages, letters and other written messages.

2. What is poor reading skill?

A. Readers may have difficulty deriving meaning and gaining understanding from a passage. They tend to have what is called poor reading skill. The reasons include decoding deficiency, attention deficit, poor vocabulary, and limited knowledge base.

3. Write about the techniques of reading?

A. There exist some reading techniques, which if mastered at a growing stage can help us, be better and far more comprehensive readers.

The four main types of reading techniques are the following:

- ★ Skimming – Reading for the gist of a text
- ★ Scanning – Reading for specific information
- ★ Intensive Reading
- ★ Extensive reading

These were mentioned too:

- ★ Active Reading Style
- ★ Detailed Reading
- ★ Speed Reading

4. Define skimming.

A. Skimming – Reading for the gist of a text:

This reading technique is used for getting the gist of the whole text lead. We generally use this technique at the time of reading a newspaper or magazine. Under this technique, we read quickly to get the main points, and skip over the details. It is useful in getting a preview of a passage before reading it in detail or reviving understandings of a passage after reading it in detail.

5. Define scanning.

A. Scanning – Reading for specific information:

Scanning through the text is a reading strategy that is used for getting some specific points by looking at the whole text. For highlighting the important points of a book, the readers can skim through the summary or the preface or the beginning and ending chapters of that book. For example, this technique is used for looking up a name from the telephone guidebook.

6. Define intensive reading.

A. Intensive Reading:

You need to have your aims clear in mind when undertaking intensive reading. If you need to list the chronology of events in a long passage, you will need to read it intensively. This type of reading is indeed beneficial to language learners as it helps them understand vocabulary by deducing the meaning of words in context. It, moreover, helps with retention of information for long periods of time and knowledge resulting from intensive reading persists in your long-term memory.

7. Define extensive reading.

A. Extensive reading:

Extensive reading involves reading for pleasure. Because there is an element of enjoyment in extensive reading, it is unlikely that students will undertake extensive reading of a text they do not like. It also requires a fluid decoding and

assimilation of the text and content in front of you. If the text is difficult and you stop every few minutes to figure out what is being said or to look up new words in the dictionary, you are breaking your concentration and diverting your thoughts.

8. What is active reading skill?

A. Active Reading Style:

Active reading aims to get an in-depth understanding of the text. Under this technique, the reader is actively involved with the text while reading it. Getting in depth knowledge on the text at hand is not possible by reading to skim through or scan through the text. The technique of Structure-Proposition-Evaluation is an interesting reading technique suggested by Mortimer Adler in his book "How to Read a Book". This reading technique is mainly applicable to non-fiction writing which suggests reading as per the three following patterns:

- ★ Studying the structure of the work
- ★ Studying the logical propositions made and organized into chains of inference
- ★ Evaluation of the merits of the arguments and conclusions.

9. What is reading comprehension?

A. Reading comprehension is an intentional, active, interactive process that occurs before, during and after a person reads a particular piece of writing. Reading comprehension is one of the pillars of the act of reading. When a person reads a text, he engages in a complex array of cognitive processes. He is simultaneously using his awareness and understanding of phonemes, phonics and ability to comprehend or construct meaning from the text. This last component of the act of reading is reading comprehension. It cannot occur independent of the other two elements of the process.

10. What is literal comprehension reading?

A. Literal comprehension involves what the author is actually saying. The reader needs to understand ideas and information explicitly stated in the reading material. Some of this information is in the form of recognizing and recalling

facts, identifying the main idea, supporting details, categorizing, outlining, and summarizing. The reader is also locating information, using context clues to supply meaning, following specific directions, following a sequence, identifying stated conclusions, and identifying explicitly stated relationships and organizational patterns.

11. Which technique was suggested by Mortimer Adler?

A. Active Reading Style is an interesting reading technique suggested by Mortimer Adler in his book *How to Read a Book*. His reading technique is mainly applicable to non-fiction writing which suggests reading as per the three following patterns:

- ★ Studying the structure of the work
- ★ Studying the logical propositions made and organized into chains of inference
- ★ Evaluation of the merits of the arguments and conclusions.

12. What are the three steps involved in reading your text more efficiently?

A. PREVIEW - READ – RECALL

At first glance it seems to be an intricate and time-consuming process. However, it gets easier and faster with practice, ensures thorough learning, and facilitates later 're-learning' when you revise for exams.

Preview:

Preview so you can get a main idea of the reading. This will help you plan ahead with your reading and will prepare your brain to better understand and remember what you're reading.

Read:

Read actively not passively. Doing so will help you understand the material and remember it later. Underline key words or phrases, and write notes in the margin. These actions help you if you need to revisit or find something in the text.

Recall:

Recall and quiz yourself so you can remember the information. We forget much of what we read within minutes unless we do something to actively recall it

immediately. Ask yourself questions as you read and answer them with the information from the text.

13. Briefly discuss the significance of detailed reading.

A. This technique is used for extracting information accurately from the whole text. Under this technique, we read every word to understand the meaning of the text. In this careful reading, we can skim the text first for getting a general idea and then go back to read in detail. We can use a dictionary to find the meaning of every unfamiliar word.

14. What are the strategies of speed reading?

A. Some of the strategies used in speed reading are as follows:

- ★ Identifying words without focusing on each letter
- ★ Not sounding-out all words
- ★ Not subvocalizing some phrases
- ★ Spending less time on some phrases than others

15. What is inferential comprehension reading?

A. Inferential comprehension deals with what the author means by what is said. The reader must simply read between the lines and make inferences about things not explicitly stated. Again, these inferences are made in the main idea, supporting details, sequence, and cause and effect relationships. Inferential comprehension could also involve interpreting figurative language, drawing conclusions, predicting outcomes, determining the mood, and judging the author's point of view. The following questions are usually asked:

- ★ What is the theme?
- ★ What effect does this character/event have on the story?
- ★ How do you think this story will end?

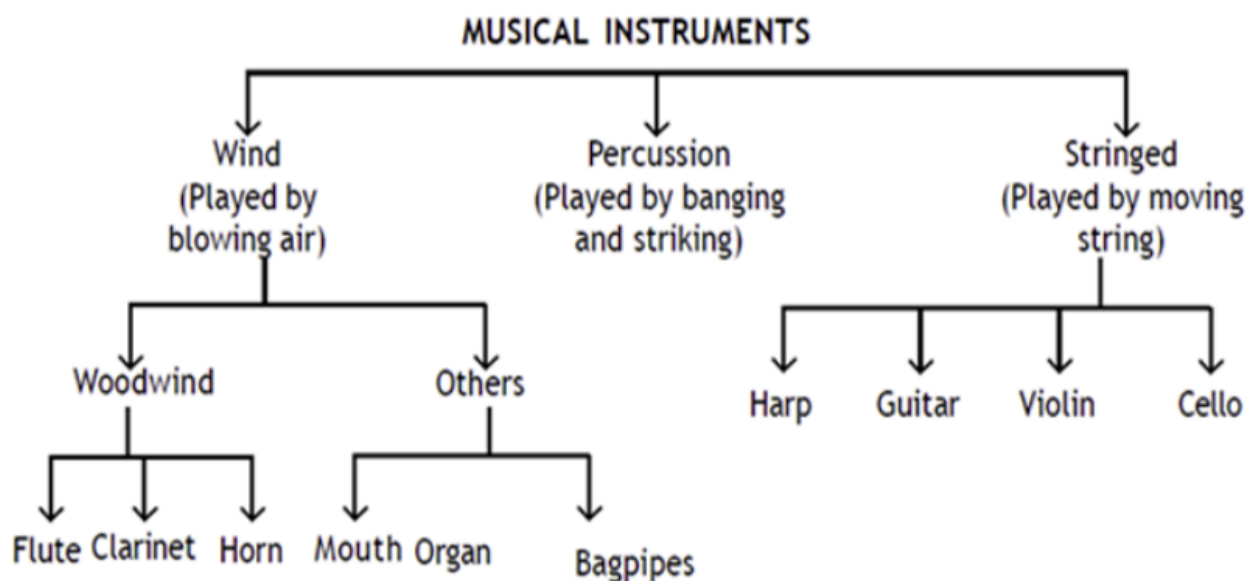
16. What is critical comprehension?

A. Critical comprehension concerns itself with why the author says what he or she says. This high level of comprehension requires the reader to use some external criteria from his/her own experience in order to evaluate the quality, values of the writing, the author's reasoning, simplifications, and generalizations. The reader will react emotionally and intellectually with the material. Because everyone's life experiences are varied, answers to some of the following questions will vary:

- ★ Could this possibly happen?
- ★ Is this argument logical?
- ★ What alternatives are there?
- ★ Is this a fact or an opinion?
- ★ Do you agree or disagree with the author?
- ★ What is the best solution to this problem?

17. Define a tree-diagram in reading comprehension.

A. A Tree Diagram is a way of visually representing hierarchy in a tree-like structure. Typically, the structure of a Tree Diagram consists of elements such as a root node, a member that has no superior/parent. Then there are the nodes, which are linked together with line connections called branches that represent the relationships and connections between the members.



Tree Diagram Example

18. Discuss about the technique of the Structure-Proposition-Evaluation.

A. The technique of Structure-Proposition-Evaluation comes under the Active Reading Style which aims to get an in-depth understanding of the text. It is an interesting reading technique suggested by Mortimer Adler in his book How to Read a Book. This reading technique is mainly applicable to non-fiction writing. This technique suggests reading as per the three following patterns:

- ★ Studying the structure of the work
- ★ Studying the logical propositions made and organized into chains of inference
- ★ Evaluation of the merits of the arguments and conclusions.

19. State four reasons for poor reading comprehension.

A. There are a variety of reasons why a reader may have difficulty deriving meaning and gaining understanding from a passage. The reasons include:

- ★ Decoding Deficiency
- ★ Attention Deficit
- ★ Poor Vocabulary
- ★ Lack of Knowledge Base

20. List the features of inferential comprehension.

A. Inferential comprehension deals with what the author means by what is said. The reader must simply read between the lines and make inferences about things not explicitly stated. Again, these inferences are made in the main idea, supporting details, sequence, and cause and effect relationships. Inferential comprehension could also involve interpreting figurative language, drawing conclusions, predicting outcomes, determining the mood, and judging the author's point of view. The following questions are usually asked:

- ★ What is the theme?
- ★ What effect does this character/event have on the story?
- ★ How do you think this story will end?

PART B

1. Explain the importance of reading skill.

A. Reading is a learning skill. It helps you improve all parts of the English language – vocabulary, spelling, grammar, and writing. It helps to develop language intuition in the corrected form. Then the brain imitates them, producing similar sentences to express the desired meaning. Using skimming or scanning techniques to read quickly is highly effective. While reading, underlining of keywords is a must. Reading Skills help the students grasp the content and draw conclusions. The students should also make it a point to familiarize themselves with jargons and new words by making reading a habit be it reading newspapers, articles, books, magazines etc.

2. What are the techniques of reading? Explain with suitable examples?

A. There exist some reading techniques, which if mastered at a growing stage can help us be better and far more comprehensive readers.

Skimming – Reading for the gist of a text:

This reading technique is used for getting the gist of the whole text lead. We generally use this technique at the time of reading a newspaper or magazine. Under this technique, we read quickly to get the main points, and skip over the details. It is useful in getting a preview of a passage before reading it in detail. Gist is the general meaning or purpose of a text, either written or spoken. Reading a text for gist is known as skimming. Before answering detailed comprehension questions on a short story, learners read it quickly for gist, and then match the text to a picture that summarizes what happens in the story.

Scanning – Reading for specific information:

Scanning through the text is a reading strategy that is used for getting some specific points by looking at the whole text. For highlighting the important points of a book, the readers can skim through the summary or the preface or the beginning and ending chapters of that book. For example, this technique is used for looking up a name from the telephone guidebook.

Intensive Reading:

You need to have your aims clear in mind when undertaking intensive reading. If you need to list the chronology of events in a long passage, you will need to read it intensively. This type of reading is indeed beneficial to language learners as it helps them understand vocabulary by deducing the meaning of words in context. It, moreover, helps with retention of information for long periods of time and knowledge resulting from intensive reading persists in your long-term memory.

Extensive reading:

Extensive reading involves reading for pleasure. Because there is an element of enjoyment in extensive reading it is unlikely that students will undertake extensive reading of a text they do not like. It also requires a fluid decoding and assimilation of the text and content in front of you. If the text is difficult and you stop every few minutes to figure out what is being said or to look up new words in the dictionary, you are breaking your concentration and diverting your thoughts.

3. Write a note on the active reading, detailed reading, and speed-reading techniques used in different situations.

A. Active Reading Style:

Active reading aims to get an in-depth understanding of the text. Under this technique, the reader is actively involved with the text while reading it. Getting in depth knowledge on the text at hand is not possible by reading to skim through or scan through the text. The technique of Structure-Proposition-Evaluation is an interesting reading technique suggested by Mortimer Adler in his book "How to Read a Book". This reading technique is mainly applicable to non-fiction writing which suggests reading as per the three following patterns:

- ★ Studying the structure of the work
- ★ Studying the logical propositions made and organized into chains of inference
- ★ Evaluation of the merits of the arguments and conclusions.

Detailed Reading:

This technique is used for extracting information accurately from the whole text. Under this technique, we read every word to understand the meaning of the

text. In this careful reading, we can skim the text first for getting a general idea and then go back to read in detail. We can use a dictionary to find the meaning of every unfamiliar word.

Speed Reading:

Speed-reading is a combination of various reading methods. The aim of speed-reading is basically to increase the reading speed without compromising the understanding of the text reading. Some of the strategies used in speed reading are as follows:

- ★ Identifying words without focusing on each letter
- ★ Not to sounding-out all words
- ★ Not subvocalizing some phrases
- ★ Spending less time on some phrases than others

4. Mention the techniques that are used to read your textbook more efficiently.

A. PREVIEW - READ – RECALL

At first glance it seems to be an intricate and time-consuming process. However, it gets easier and faster with practice, ensures thorough learning, and facilitates later 're-learning' when you revise for exams.

Preview:

Preview so you can get a main idea of the reading. This will help you plan ahead with your reading and will prepare your brain to better understand and remember what you're reading.

Read:

Read actively not passively. Doing so will help you understand the material and remember it later. Underline key words or phrases, and write notes in the margin. These actions help you if you need to revisit or find something in the text.

Recall:

Recall and quiz yourself so you can remember the information. We forget much of what we read within minutes unless we do something to actively recall it immediately. Ask yourself questions as you read and answer them with the information from the text.

5. Elaborate the statement that "Reading is a difficult skill".

A. Reading skill refers to the ability to understand written text. It is one of the most important ways of knowing the world around us. The purpose of reading is to connect the ideas on the page to what you already know. If you don't know anything about a subject, then pouring words of text into your mind is like pouring water into your hand. There are just so many techniques and strategies which make a part of the whole reading process and yet, many people face difficulties in mastering this skill. Hence it is being referred to as a difficult skill.

6. Define reading and discuss in detail about the technique of Structure-Proposition-Evaluation.

A. Reading is a method of communication that enables a person to turn writing into meaning. It allows the reader to convert a written text as a meaningful language with independence, comprehension, and fluency, and to interact with the message.

The technique of Structure-Proposition-Evaluation comes under the Active Reading Style which aims to get an in-depth understanding of the text. It is an interesting reading technique suggested by Mortimer Adler in his book *How to Read a Book*. This reading technique is mainly applicable to non-fiction writing. This technique suggests reading as per the three following patterns:

- ★ Studying the structure of the work
- ★ Studying the logical propositions made and organized into chains of inference
- ★ Evaluation of the merits of the arguments and conclusions.

7. Define preview and write the various aspects of previews to use it for an effective reading.

A. Preview helps you plan ahead with your reading and will prepare your brain to better understand and remember what you're reading.

Why Preview?

If you give your mind a general framework of main ideas and structure, you will be better able to comprehend and retain the details you will read later.

How to Preview?

Look quickly (10 minutes) over the following key parts of your textbook to see what it's all about and how it is organized:

- a. Title
- b. Front and back cover info.
- c. Author's biographical data
- d. Publication date e.

Table of Contents

- f. Introduction or Preface
- g. Index

Glossary

1. Before you read each chapter, look over:

- ★ Title
- ★ Introduction
- ★ Sub-headings
- ★ First sentences of each paragraph (should give the main idea).
- ★ Any diagrams, charts, etc.
- ★ Conclusions or summaries

2. Then answer the following questions:

- ★ What is this mainly about?
- ★ How is it organized?
- ★ How difficult is it?
- ★ About how long will it take to read?

8. What do you mean by reading actively and discussing the various aspects of it?

A. Active reading aims to get an in-depth understanding of the text. Under this technique, the reader is actively involved with the text while reading it. The technique of Structure-Proposition-Evaluation comes under the Active Reading Style which aims to get an in-depth understanding of the text. It is an interesting reading technique suggested by Mortimer Adler in his book *How to Read a Book*. This reading technique is mainly applicable to non-fiction writing. This technique suggests reading as per the three following patterns:

- ★ Studying the structure of the work
- ★ Studying the logical propositions made and organized into chains of inference
- ★ Evaluation of the merits of the arguments and conclusions.

9. Write a brief note on: a) Skimming b) Scanning

A. Skimming – Reading for the gist of a text:

This reading technique is used for getting the gist of the whole text lead. We generally use this technique at the time of reading a newspaper or magazine. Under this technique, we read quickly to get the main points, and skip over the details. It is useful in getting a preview of a passage before reading it in detail or reviving understanding of a passage after reading it in detail.

Scanning – Reading for specific information:

Scanning through the text is a reading strategy that is used for getting some specific points by looking at the whole text. For highlighting the important points of a book, the readers can skim through the summary or the preface or the beginning and ending chapters of that book. For example, this technique is used for looking up a name from the telephone guidebook.

10. Explain in detail about the technique of Preview-Read-Recall and how it improves reading skills of a student.

A. PREVIEW - READ – RECALL

At first glance it seems to be an intricate and time-consuming process. However, it gets easier and faster with practice, ensures thorough learning, and facilitates later 're-learning' when you revise for exams.

Preview:

Preview so you can get a main idea of the reading. This will help you plan ahead with your reading and will prepare your brain to better understand and remember what you're reading.

Read:

Read actively not passively. Doing so will help you understand the material and remember it later. Underline key words or phrases, and write notes in the

margin. These actions help you if you need to revisit or find something in the text.

Recall:

Recall and quiz yourself so you can remember the information. We forget much of what we read within minutes unless we do something to actively recall it immediately. Ask yourself questions as you read and answer them with the information from the text.

Can also include 7th Answer if required

11. Explain the advantages of Reading skill in day-to-day life.

11) The Advantages of Reading Skills in Day-to-day life are:

- ★ It improves communication skills, educates you, keeps your brain healthy
- ★ It reduces stress and anxiety and motivates and inspires you
- ★ It stimulates your creativity and strengthens your writing ability.

Can add more points on your own

12. What are the techniques to be used to improve vocabulary? Explain in detail?

A. There is no related content in Lecture Notes. Googled Answer below.

- ★ The biggest factor influencing vocabulary is the sheer volume of reading performed by a person.
- ★ One of the best ways to increase vocabulary is through repetition. Throughout the day, repeat a word you're trying to learn to embed it within your memory.
- ★ Relating words to your life will make them easier to remember and use again. The best way to do this is to associate newly learned words with people you know, places you're familiar with, or important events in your life.
- ★ Consult a dictionary at all times to stay updated on the use of unknown words.

13. Suggest the steps to be followed to read the textbook more effectively?

A. The process of Preview-Read-Recall can be followed to read the textbook more effectively.

Preview:

Look quickly (10 minutes) over the following key parts of your textbook to see what it's all about and how it is organized:

- a. Title
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- ★ Title
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- ★ First sentences of each paragraph (should give the main idea).
- ★ Any diagrams, charts, etc.
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2. Then answer the following questions:

- ★ What is this mainly about?
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Read:

Read actively not passively. Doing so will help you understand the material and remember it later. Underline key words or phrases, and write notes in the margin. These actions help you if you need to revisit or find something in the text.

Recall:

Recall and quiz yourself so you can remember the information. We forget much of what we read within minutes unless we do something to actively recall it immediately. Ask yourself questions as you read and answer them with the information from the text.

14. Explain in detail about the different types mentioned in reading comprehension?

A. 1. Literal

Literal comprehension involves what the author is actually saying. The reader needs to understand ideas and information explicitly stated in the reading material. Some of this information is in the form of recognizing and recalling facts, identifying the main idea, supporting details, categorizing, outlining, and summarizing. The reader is also locating information, using context clues to supply meaning, following specific directions, following a sequence, identifying stated conclusions, and identifying explicitly stated relationships and organizational patterns.

2. Inferential

Inferential comprehension deals with what the author means by what is said. The reader must simply read between the lines and make inferences about things not explicitly stated. Again, these inferences are made in the main idea, supporting details, sequence, and cause and effect relationships. Inferential comprehension could also involve interpreting figurative language, drawing conclusions, predicting outcomes, determining the mood, and judging the author's point of view.

3. Critical

Critical comprehension concerns itself with why the author says what he or she says. This high level of comprehension requires the reader to use some external criteria from his/her own experience in order to evaluate the quality, values of the writing, the author's reasoning, simplifications, and generalizations. The reader will react emotionally and intellectually with the material.

15. Define the term comprehension and mention the reasons for poor skills in reading comprehension.

15) Reading comprehension is an intentional, active, interactive process that occurs before, during and after a person reads a particular piece of writing. Reading comprehension is one of the pillars of the act of reading. When a person reads a text, he engages in a complex array of cognitive processes. He is simultaneously using his awareness and understanding of phonemes (individual

sound pieces in language), phonics (connection between letters and sounds and the relationship between sounds, letters and words) and ability to comprehend or construct meaning from the text.

The reasons for Poor Reading skills are as follows:

1. Decoding Deficiency:

There are a variety of reasons why a reader may have difficulty deriving meaning and gaining understanding from a passage. The reasons include but are not limited to decoding deficiency, attention deficit, poor vocabulary, and limited knowledge base.

2. Attention Deficit:

Another reason for difficulty in reading comprehension is an attention deficit which, when officially diagnosed, is referred to as Attention Deficit Disorder (ADD) or Attention Deficit with Hyperactivity Disorder (ADHD).

3. Poor Vocabulary:

No matter how skillful a person is at sounding out words, if he or she does not know the meaning of the words he or she is reading, he will not gain understanding from the text.

4. Lack of Knowledge Base:

This refers to how much knowledge a reader has about the subject of which he or she is reading. It actually goes hand-in-hand with vocabulary. If the reader knows little about the subject he is reading, he will find it more difficult to comprehend the material than someone who has some knowledge about the subject.

16. Write a short note on reading for a gist and Reading for specific information.

16) Skimming – Reading for the gist of a text:

This reading technique is used for getting the gist of the whole text lead. We generally use this technique at the time of reading a newspaper or magazine. Under this technique, we read quickly to get the main points, and skip over the details. It is useful in getting a preview of a passage before reading it in detail or reviving understanding of a passage after reading it in detail.

Scanning – Reading for specific information:

Scanning through the text is a reading strategy that is used for getting some

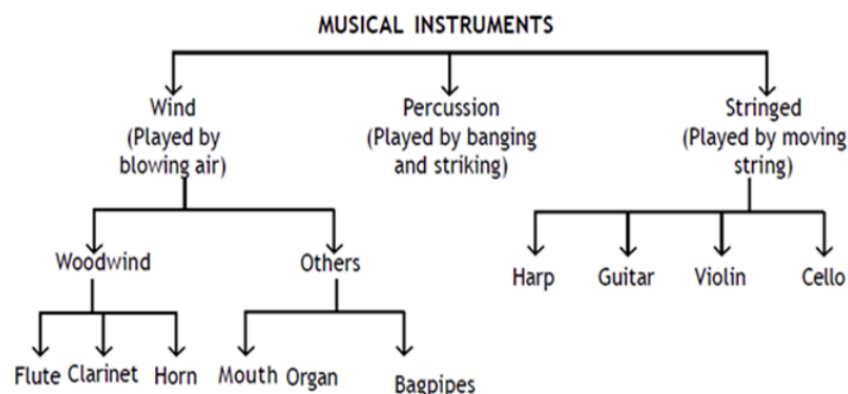
specific points by looking at the whole text. For highlighting the important points of a book, the readers can skim through the summary or the preface or the beginning and ending chapters of that book. For example, this technique is used for looking up a name from the telephone guidebook.

17. Write a note on the following: a) Literal comprehension b) Inferential comprehension c) Critical comprehension

17) Same as the 14th. Just scroll up, duh.

18. Mention the details of drawing a tree diagram and explain how it supports presenting information in the form of a diagram.

18) A Tree Diagram is a way of visually representing hierarchy in a tree-like structure. Typically, the structure of a Tree Diagram consists of elements such as a root node, a member that has no superior/parent. Then there are the nodes, which are linked together with line connections called branches that represent the relationships and connections between the members.

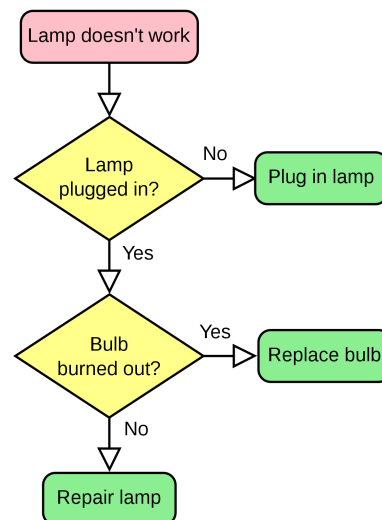


Tree Diagrams are often used:

1. To show family relations and descent.
2. In taxonomy, the practice and science of classification.
3. In evolutionary science, to show the origin of species.
4. In computer science and mathematics.
5. In businesses and organisations for managerial purposes

19. Define flow charts and discuss the various symbols used while drawing it.

19) A flowchart is a type of diagram that represents a workflow or process. A flowchart can also be defined as a diagrammatic representation of an algorithm, a step-by-step approach to solving a task. The flowchart shows the steps as boxes of various kinds, and their order by connecting the boxes with arrows. A flowchart is simply a graphical representation of steps. It shows steps in sequential order and is widely used in presenting the flow of algorithms, workflow, or processes.



20. What are the different types of Information Transfer? Explain.

A. Information transfer is equivalent to data transmission which highlights more practical, technical aspects. Sometimes transfer of information can help students learn more quickly or more easily.

1. Tree Diagram:

A Tree Diagram is a way of visually representing hierarchy in a tree-like structure. Typically, the structure of a Tree Diagram consists of elements such as a root node, a member that has no superior/parent. Then there are the nodes, which are linked together with line connections called branches that represent the relationships and connections between the members.

2. Flow chart:

A flowchart is a type of diagram that represents a workflow or process. A flowchart can also be defined as a diagrammatic representation of an algorithm, a step-by-step approach to solving a task. The flowchart shows the steps as boxes of various kinds, and their order by connecting the boxes with arrows.

PART C

1	What are the various reading forms applicable in day-to-day life? Write a brief note about them.
2	Mention the differences between skimming and scanning.
3	Explain in detail about the techniques of reading and mention your preference and give reasons in support of it.
4	Write few methods to improve reading skill and mention a few real-life occasions where they can be applied.
5	Explain how the habit of reading changes the human life significantly?
6	Explain the essentials of reading skill to make it an effective skill for real life situations.
7	Explain 'Structure-proposition-evaluation' which is an interesting reading technique with an example.
8	Mention real life aspects where we can apply intensive reading and extensive reading.
9	Explain the application of the following techniques: a) Detailed reading b) Speed-reading
10	Write a note on the lack of reading skills among students and explain the reasons behind it.

Similar to previous modules, Part C Solutions for Module 5 are not included as they're subjective and are very much similar to the Part A and B questions. You can write them in your own words and support them with the definitions provided in the above solutions...