



Parul Institute of Engineering and Technology

Career Development Cell

Semester- 4

Professional Grooming and Personality Development (303193252)

Unit 3: Reading Skills Activity and Reading Comprehension

Reading Skills

Semester 4 - Professional Grooming and Personality Development (303193252)

Learning Objectives

By the end of this session, students will be able to:

- Understand the meaning and importance of reading comprehension.
- Identify different types of reading techniques.
- Recognize barriers to effective reading.
- Apply strategies to comprehend a given passage.
- Practice tips to improve reading fluency and retention.

Topics to be Covered

- Meaning of Reading
- Types of Reading
- Barriers to Effective Reading
- Essentials of Effective Reading
- Tips for Effective Reading
- Strategies for Comprehension
- Activity

Meaning of Reading (Introduction)

Reading is the process of interpreting written symbols to derive meaning.

It is an active skill that requires attention and comprehension.

- Example: Reading a newspaper headline and understanding its implication in context.

Types of Reading

- **Skimming** – Quickly reading to get a general idea. Example: Browsing a news article for the main story.
- **Scanning** – Searching for specific information. Example: Looking for a train time in a timetable.
- **Extensive Reading** – For broad understanding of a subject. Example: Reading a novel or magazine article.
- **Intensive Reading** – For detailed understanding. Example: Studying a paragraph in a textbook for a quiz.

Barriers to Effective Reading

- Lack of concentration
- Eye fixation problems
- Regression (rereading due to confusion)
- Overuse of dictionaries
- Example: Losing focus during exam prep and rereading the same line repeatedly.

Essentials of Effective Reading

- **Phonemic awareness:** understanding sound units in words
- **Phonics:** connecting sounds with letters
- **Fluency:** smooth, accurate reading
- **Vocabulary:** knowing word meanings in context
- Tip: Build vocabulary by reading a variety of genres.

Tips for Effective Reading

- Develop a positive attitude toward reading.
- Underline or highlight key ideas.
- Use colored pens to code themes.

- Adjust reading speed based on material difficulty.
- Practice reading regularly to build stamina.
- Example: Use sticky notes while reading textbooks to summarize paragraphs.

Strategies to Understand a Passage

Identify the central idea

- Read openings and endings of paragraphs carefully.
- Pay attention to linking words.

Infer contextual meaning

- Understand both literal and hidden meanings.
- Use surrounding words to guess unfamiliar vocabulary.
- Example: In a passage, the word "grim" followed by "no one smiled" implies a serious mood.

Advanced Strategies

- **Discourse Analysis:** Analyze tone, style, and use of literary devices like metaphor, imagery, etc.
- Example: Recognizing sarcasm in opinion pieces to detect author bias.

Activity

Reading Race – Skim, Scan & Summarize

Instructions:

1. Distribute a short article to each student.
2. **1st read:** Skim for the main idea (1 minute).
3. **2nd read:** Scan for specific info (dates, names) (1 minute).
4. Share key points with the class in 3 bullet points.

Activity (Text Passage)

The self-presentation theory by Erving Goffman supposes that people develop their behaviour so as to manage impressions in social settings. People nowadays consume one another's lives in the illusion of what they can present by the help of social media and because of that, young people are in a state of malaise and anxiety. The online performers glamorise their lives by choosing which of the segments of their lives to display and which of those to conceal. This image

management is in line with Christopher Lasch's idea of the “**culture of narcissism**” in which self-admiration suppresses virtues, allowing the space for acting, but the sincerity of the connection is compromised.

Conclusion

Reading comprehension improves academic and real-life communication.

Mastering various strategies helps decode meaning effectively and retain information.

Learning Outcomes

After this session, learners will be able to:

- Define reading comprehension and its importance.
- Use skimming, scanning, extensive, and intensive reading appropriately.
- Overcome common reading barriers.
- Apply strategies to grasp meaning from a passage.
- Improve retention through purposeful reading.