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EFFECTIVE STRATEGIES FOR IMPROVING READING COMPREHENSION

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Annotation: *This article examines the challenges encountered by L2 learners during reading exams, focusing on the complexities within the reading criteria and the diverse types of questions posed. By analyzing effective methods, task sequences, and essential skills, it offers insights into how learners can approach tasks with greater efficiency. This analysis emphasizes the importance of time management to minimize last-minute stress and underscores the disparity between proficient and disorganized readers.*

Key words: *short answer questions, diagram, flow chart, table, summary, completion, sentence completion or gap filling, matching, multiple choice questions, the method of SQ3R, skimming, scanning, speed reading techniques, word families.*

As time flows the demand on more skilled and knowledgeable candidates also soars, just like it is increasing in our country where the need for the staff who comprehended a foreign language or more is increasing on a daily basis. Moreover, the employees with foreign language skills are not only supported with various incentives, but also hold wider options of both remote occupations along with those which require personal attendance. So, it can be inferred that possessing a document that illustrates one's language proficiency is advantageous for hired staff, work managers as well as the executives. Which is contended to be the root factor on growing popularity of language testing exams. Truth to be told, a plethora of test-takers find modalities of such tests, checking reading comprehension skills is considered to be one of those. Majority of candidates have tough time dealing with that kind of inquiries as a result of a number of factors including given timeframe, lack of concentration, not knowing how to approach each task or failing to prepare themselves a straightforward pattern to accomplish each task. In order to alleviate the previously mentioned barriers a number of researches carried out by scholars. First of all, the test taker should be fully aware of the potential types of questions, differentiate them and their characteristics, how to locate keys within the passage. When it comes to tackling reading comprehension, especially in a timed

situation, there are definitely some strategies that can help you be more effective. Let's break down some common question types and general reading techniques.

Headings: Now, matching headings to paragraphs can be tricky. Even if you see words from the heading in the paragraph, don't automatically assume it's the right match. Those words might be "word traps" distracting you from the main point. You need to read carefully and deliberately to avoid getting confused. It's not necessarily about finding the solution in the first or last sentence either, sometimes the main idea is hidden deeper within the paragraph.

Multiple Choice

Questions: These questions often zero in on a specific part of the passage, usually one with complex information that requires your complete focus. You usually can't eliminate answers based on grammar alone. What makes it even trickier is that the options will be presented in a way that mirrors the information in the paragraph, which means it sounds relevant. If two options have similar meanings using different words, chances are they're both incorrect. And if the options all use the same words from the passage but contrast certain ideas, pay close attention to those contrasting elements. It's helpful to identify keywords from both the question and the options.

True/False/Not Given vs. Yes/No/Not Given: It's important to remember the difference between these two. True/False/Not Given is based purely on what the passage states as fact. Even if the author has a different opinion, you're looking for verifiable information. Yes/No/Not Given, on the other hand, is based on the author's opinion, even if it doesn't align with objective facts. With both of these question types, watch out for even small differences or contradictions, especially in adjectives or adverbs, as these can change the entire meaning of the statement. Just because a question uses words from the passage doesn't automatically mean it's True or Yes. If the statement doesn't fully cover the main idea or refers to information that isn't mentioned in the passage, the answer is Not Given.

Effective vs. Ineffective Reading: It's helpful to contrast ineffective reading habits with the habits of an effective reader.

The unproductive reader	The effective reader
focuses on words	focuses on ideas
has no purpose	sets a goal
articulates words	envisions words
reads slowly	uses speed reading techniques
pays equal attention to all parts	concentrates on relevant sections
reads slowly	uses speed reading techniques

Essential Speed Reading Skills: Besides skimming and scanning, there are other techniques to help improve reading speed and comprehension:

The 3R Technique (Read, Rephrase, Review): This involves first thoroughly reading the passage to understand the content, then rephrasing it in your own words to make sure you've grasped the main idea, and finally, reviewing the text to confirm you haven't missed any important information.

Chunking: This involves dividing sentences into manageable units while skipping unnecessary words like articles.

Word Families: Recognizing common suffixes, roots, and prefixes can greatly help you understand the meaning and part of speech of unfamiliar words.

Required essential speed reading skills. Apart from previously mentioned Skimming and Scanning techniques, there are a healthy number of remaining techniques to lighten the burden. One paradigm can be 3R techniques, which stands for Read, Rephrase, Review. (-*Read*. First, the passage is "read" thoroughly in order to get a clear understanding of the content; -*Rephrase*. Second, the passage is "rephrased" with a person's own words to ensure a reader grasped the major idea without memorizing everything by heart; -*Review*. Last but not least, the text is "reviewed" so as to confirm no needed information is overlooked.)

-*Chunking*-dividing a sentence into a number of units with a wide span while skipping unneeded parts including articles.

-*Word Families*- Majority of English words are established from the same suffixes, roots, and prefixes, mastering those affixes may aid in getting the idea to which part of speech a word belongs.

Developing effective reading comprehension skills requires strategic approaches to understanding and analyzing texts. Identifying key differences in similar answer choices, distinguishing between fact-based and opinion-based questions, and recognizing subtle linguistic contrasts are crucial for accurate comprehension. Additionally, contrasting effective and ineffective reading habits highlights the importance of goal-setting, speed-reading techniques, and focusing on main ideas rather than just words. To further enhance reading efficiency, techniques such as the 3R Method (Read, Rephrase, Review), Chunking, and Word Families play a vital role. These strategies help readers grasp content quickly, process information effectively, and improve retention without unnecessary memorization. By consistently applying these methods, individuals can significantly boost both their reading speed and overall comprehension, leading to better academic and personal success.

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