

BECOME AN EXPERT LEARNER

MANUAL

SPEED READING MODULE

Don't Open the Manual Until Instructed

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OPENING TEST:

IS IT POSSIBLE TO READ FASTER? - FREQUENTLY ASKED QUESTIONS

In this article, I will answer some questions I am asked most.

Why do we read slowly?

The reason we read slowly is that we are never taught how to read faster in the first place. In school, you were taught, how to read, and the education stops there. As a child, you were taught a lot of things which were true as a child but not as an adult.

For e.g., were you told to read loudly? Or were you told to read slowly and carefully each word?

Those strategies might have worked for you as a child but not now. It is slowing your reading.

As a child, you developed a lot of bad reading habits and conceived lot of myths and misconceptions which makes you read slowly.

Is it possible to read faster and still understand?

Once you develop right mindset, right reading habits, your reading speed will increase. Once you train your eyes and use it in a right way, your reading speed will increase even further.

Our brain likes speed. One of the reasons our mind wanders while reading is we read slowly. Our brain has the capability to read faster and understand the text. Once you start reading faster, you will realize your concentration is better and your understanding is better.

So, Yes, it is possible to read faster and still understand. In fact, your reading experience will be much better if you read faster.

How much time will it take to increase my reading speed?

Average reading speed is 150 to 250 Words per Minute (WPM). Most of the population across the world read at this speed. Once you apply the techniques and read with the right mindset, you will notice changes in few hours. You will see an increase in reading speed right away and also your experience of reading speed will be way better.

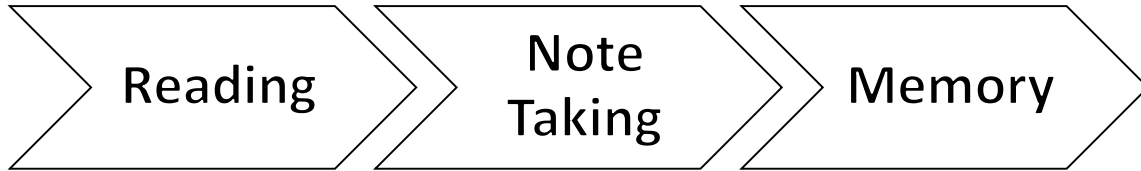
Within 21 days of regular practice, you can expect to read at around 400-600 WPM and beyond. (i.e. 300% increase) You need to practice regularly for a longer period to go above 600 WPM.

To Summarize,

It's possible to read faster and understand the text. To increase your reading speed, you need to work on your myths towards reading, your bad reading habits and how you use your eyes.

Number of Words:	392	Time taken to read: (Write-in seconds)	
Your reading speed (Number of Words X 60) / time taken in seconds		Comprehension %	

LEARNING STAGES AND THEIR PURPOSE



MYTHS TEST

According to you, Which of these statements are true?

Sr. No		(Yes/ No)
1	You should aim to understand 100% of what you read, the first time.	
2	Speeds of over 1000 words per minute are not possible.	
3	You should read at the same speed for all reading materials.	
4	For better comprehension, you should read slowly and carefully. If you read faster, then your comprehension is reduced.	
5	When you come to a word you do not understand, you should have a dictionary close at hand so you can look it up immediately.	
6	Word-to-word reading helps comprehension. You should read all the words when you read.	

Number of Yes : ____

Number of No : ____

READING WITH ALPHA STATE AND SENSE OF URGENCY

BAD READING HABITS

Bad Habit 1: - Regressions And Progressions

Regression is the behavior we engage when reading a book and you go back to re-read something or look at the text you've already read in order to be sure if we really understood the message we read.

Progression is when you try to read the text that is about to come.

Regression or progression happens when you are looking at anything other than the text you are supposed to read.

Solution to Minimize these Regressions And Progressions

The best way to minimize this habit is **simply to stop doing it**.

The reason we do regressions and progressions is that we are afraid that we might have missed something important while reading.

Instead, develop this attitude: If I miss some point the first time when I am reading, I will get it when I read through the material again.

Bad Habit 2: -Poor Vision Span

The ineffective reader takes a pause at every word. In this pause, he sees and reads the word he is looking at. This pause is called fixation. To read faster, the number of fixations or eye-stops made per line must be reduced.

Let's say, that you read one word per fixation. With training, your vision span has increased and now you see 2 words per fixation, it means that now you have doubled your reading speed.

Bad Habit 3:- Vocalization and Sub-Vocalization

Vocalization means **reading aloud** and

Sub-vocalization means reading aloud **silently** in your mind.

Reading is a visual process. You see the words on the page and your brain recognizes these words and understands them.

By vocalizing and sub-vocalizing, you are involving an auditory aspect which is irrelevant. To increase your reading speed, you need to eliminate the auditory aspect from reading.

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Bad Habit 4: - Underlining/ highlighting.

While reading, your focus should be only on understanding the text and you should ignore everything else. That's it.

Underlining/ highlighting while reading stops your thought process for a few seconds and gets you out of leaning state. Underlining is unnecessary and is a waste of time. You shouldn't do it while reading.

What should you do instead?

If you find something important while reading, put a light tick mark with your pen on the margin of that sentence.

This way, you know where important content is.

You can come back to these light marks after you finish reading and highlight them if you still want to do it.

Number of Words:	421	Time taken to read: (Write-in seconds)	
Your reading speed (Number of Words X 60) / time taken in seconds		Comprehension %	

CHUNKING PRACTICE

A Town Mouse once visited a relative who lived in the country. For lunch the Country Mouse served wheat stalks, roots, and acorns, with a dash of cold water for drink. The Town Mouse ate very sparingly, nibbling a little of this and a little of that, and by her manner making it very plain that she ate the simple food only to be polite. After the meal the friends had a long talk, or rather the Town Mouse talked about her life in the city while the Country Mouse listened. They then went to bed in a cozy nest in the hedgerow and slept in quiet and comfort until morning. In her sleep the Country Mouse dreamed she was a Town Mouse with all the luxuries and delights of city life that her friend had described for her. So the next day when the Town Mouse asked the Country Mouse to go home with her to the city, she gladly said yes. When they reached the mansion in which the Town Mouse lived, they found on the table in the dining room the leavings of a very fine banquet. There were sweetmeats and jellies, pastries, delicious cheeses,

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indeed, the most tempting
foods that a Mouse
can imagine. But just
as the Country Mouse
was about to nibble
a dainty bit of pastry,
she heard a Cat mew
loudly and scratch
at the door. In great
fear the Mice scurried
to a hiding place,
where they lay quite
still for a long time,
hardly daring to breathe.
When at last they ventured
back to the feast,
the door opened suddenly
and in came the servants
to clear the table,
followed by the House
Dog. The Country Mouse
stopped in the Town
Mouse's den only long
enough to pick up her
carpet bag and umbrella.
"You may have luxuries
and dainties that I
have not," she said
as she hurried away,
"but I prefer my plain
food and simple life
in the country with
the peace and security
that go with it." Poverty
with security is better
than plenty in the
midst of fear and uncertainty.

CHUNKING PRACTICE - GULLIVER'S TRAVELS

My father had a small estate **in Nottinghamshire**: I was the third **of five sons**. He sent me to **Emanuel College** in Cambridge **at fourteen years old**, where I resided **three years**, and applied myself **close to my studies**; but the charge **of maintaining me**, although **I had a very scanty** allowance, **being too great** for a narrow fortune, **I was bound apprentice** to Mr. James Bates, **an eminent surgeon** in London, **with whom I continued** four years. **My father now and then** sending me small **sums of money**, I laid them out **in learning navigation**, and other parts **of the mathematics**, useful to those who **intend to travel**, as I always believed **it would be**, some time or other, **my fortune to do**. When I left Mr. Bates, **I went down** to my father: **where**, by the assistance of him **and my uncle John**, and some other relations, **I got forty pounds**, and a promise **of thirty pounds a year** to maintain me at Leyden: **there I studied** physic two years **and seven months**, knowing it would be **useful in long voyages**.

Soon after my return **from Leyden**, I was recommended **by my good master**, Mr. Bates, **to be surgeon** to the Swallow, **Captain Abraham Pannel**, commander; **with whom I continued** three years **and a half**, making a voyage or two **into the Levant**, and some other parts. **When I came back**, I resolved to settle **in London**; to which Mr. Bates, **my master**, encouraged me, **and by him**, I was recommended **to several patients**. I took part **of a small house** in the Old Jewry; **and being advised** to alter my condition, **I married** Mrs. Mary Burton, **second daughter** to Mr. Edmund Burton, **hosier**, in Newgate-street, **with whom I received** four hundred pounds **for a portion**.

But my good master Bates **dying in two years after**, and I had few friends, **my business** began to fail; **for my conscience** would not suffer me **to imitate** the bad practice **of too many** among my brethren. **Having therefore** consulted with my wife, **and some of my acquaintance**, **I determined** to go again to sea. **I was surgeon** successively **in two ships**, and made several voyages, **for six years**, to the East **and West Indies**, by which **I got some addition** to my fortune. **My hours of leisure** I spent in reading **the best authors**, ancient **and modern**, being always provided **with a good number** of books; **and when I was ashore**, in observing the manners **and dispositions** of the people, **as well as learning** their language; **wherein I had** a great facility, **by the strength** of my memory.

The last of these voyages not proving very fortunate, I grew weary of the sea, and intended to stay at home with my wife and family. I removed from the Old Jewry to Fetter Lane, and from thence to Wapping, hoping to get business among the sailors; but it would not turn to account. After three years expectation that things would mend, I accepted an advantageous offer from Captain William Prichard, master of the Antelope who was making a voyage to the South Sea. We set sail from Bristol, May 4, 1699, and our voyage was at first very prosperous.

FINAL READING TEST

STEP-BY-STEP SYSTEM TO READ ANY BOOK

When people start to read any book, they open the first page and start reading. In my research, I have found that this approach is the least effective way to read any book.

In this article, I will share a Complete blueprint on how to read any book the most effective way.

Step 1: Begin with an end in mind—Set a purpose

Before you start reading any book, **You must have a clear idea of why you are reading the book and what you want to get out of the book.**

If you are not clear about your purpose, it is better you don't read the book. You will not get any benefit from the book, anyway.

Step 2: Go to learning state

You must go to learning state/alpha state before you read any book. It takes less than 10 seconds to go to the state and it will save you hours.

Step 3: Preview

In this step, your focus will be to get the overview of the book. It's like watching a trailer before you watch the movie.

In this step, you look at the table of contents, index, headings, author writing style, whether any diagrams are used and at any keywords popping out on each page.

Remember, You are only looking the important sections and **not** reading at this stage. Don't spend over 5 seconds per page at this step. It will take less than 15 minutes to preview a 200-page book.

This step will help you become familiar with the book and author's writing style.

Step 4: Read

You would have noticed that many people start with this step and skip all the previous steps. That is why they are average readers and you are an expert reader.

In this stage, you will do the actual reading.

For Non-fiction books, I recommend you do 2 readings

In the 1st reading, read to get the **main ideas of the book**. It normally takes 60 minutes to 90 minutes to complete reading a book.

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In 2nd reading, **read everything**. I do 2nd reading only if I want to get more information or it is worthwhile to read. In most of the books, my purpose is solved in 1st reading. If it is a technical book, then it is required to do the 2nd reading as well.

If you follow this strategy, then you would have read the book multiple times and your understanding will be deeper.

Step 5: Review

If the book is very important, it is recommended you review the book multiple times in next few weeks.

STOP!!

Number of Words:	439	Time taken to read: (Write-in seconds)	
Your reading speed (Number of Words X 60) / time taken in seconds		Comprehension %	

Important: You can follow the above steps for most the books. For remaining books, you can eliminate few steps depending on the book. For e.g., You need not do 1st reading and review for reading a fiction book. If you any book, where you have difficulty in applying the above steps, mention below I will guide you.

ROAD AHEAD...

Keep these **Bad habits** in mind and AVOID THEM when you are reading from now.

1. Regression and progression.
2. Vocalisation and sub vocalization.
3. Underlining and highlighting while reading.
4. Slow page turning.
5. Poor vision span.

Techniques and Drills for Daily Practice

1. Always read with Pacer from now.
2. Always go to learning state before you read anything.
3. Practice speed Drills at least twice a week.
4. Whenever you are reading chunk them and read. Slowly expand the chunk size.

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QUESTIONNAIRE & FEEDBACK FORM

Name:	
Education/ Profession:	
Mobile:	
Email id:	

Before coming to the workshop, What frustrated you most about reading? What are the other challenges/ problems you face while reading?

1. _____
2. _____

What benefits will you see in your life if you could read anything 3X faster? / What would your life or business look like if you could read 3x faster from today?

1. _____
2. _____
3. _____

	Reading Speed (WPM)	Comprehension (%)
First Test		
Final Test		

Which part of the session was most useful to you? Which concept/ technique did you find most useful?

What additional support do you want from Srinivas to help you accomplish your learning goals?

If you could offer one advice/ tip to Srinivas to become a world-class trainer, what would it be?

Your Testimonial about the workshop.

Thank you for your feedback.