**B.G.E. Close Reading Formulas (S1 – S3)**

**It is important that you know the meaning of the *key command words* used in Reading questions so you know how to answer them.**

* **Identify - find and write down**
* **Quote – find and copy down the exact word/s directly from the passage**
* **Explain – use your own words to describe**
* **Analyse – show and comment on the effects of words/techniques used by the writer**
* **Summarise – find and simplify the writer’s key points**
* **Evaluate – judge/assess how effective**

**Purpose Question**

When you are asked to identify the purpose of a text keep in mind some of the key reasons writers put pen to paper:

To persuade

To inform

To entertain

To explore

To reflect

To educate

Make sure you give a specific purpose. For example ‘*The purpose is to persuade me to agree that we must do something to halt climate change’.*

Then say how you worked this out – try to refer to a technique or idea in the passage

**Audience Question**

**Own words Question**

1. Find the answer from the lines you are directed to in the passage - LOCATE
2. Now reword it taking care not to use the words you have underlined - TRANSLATE
3. Bullet point your answer – use the number of marks on offer to dictate the number of points you make.

Formula

Locate and Translate

**Context Question**

1. Give the meaning of the word.

2. Quote a word or phrase from the context.

3. Explain how this word/phrase helps you understand the meaning of the original word.

Formula

The word ‘…..’ means……………..

The context helped me to work this out because…

**Linking Question**

1. Quote the linking word or phrase (if there is one) and explain its function.
2. Quote the words that link back to the previous paragraph.
3. Explain what the argument in that paragraph is.
4. Quote the words that move the argument forward.
5. Explain what the author is now talking about.

Formula

* The linking word ‘…’ shows the writer is …(moving his/her argument forward or changing direction/introducing a contradictory point)
* “…”
* Links back to the writer’s previous point about….
* “…”
* Links introduces the writer’s next point which is….

**Summarising Question**

This is usually a big mark question. Use the number of marks to work out how many points you should make. Bullet point your answer

1. Break down the chunk of text you are to look at into smaller chunks and work out the key idea in each
2. Ensure that you write out each point **in your own words**

**Imagery Question**

1. Identify the image (what is being compared to what?)

2. Explain the connection between the two by identifying what they have in common.

Formula

Just as…….. so this suggests that……..

**Word Choice Question**

1. Quote a word/phrase – no more than two words together

2. Explain the connotations of the word/phrase (what it makes you think of/what you associate with the word).

3. Explain what this suggests about what the writer is describing.

Formula

The word ‘…..’ means……

In this context it suggests…….

**Sentence Structure Question**

1. Identify/name/quote a technique of sentence structure
2. Comment on the effects of its use and how this fits with/helps you to understand the point the writer is making in these lines.

To help you find relevant features to comment on, follow these steps:

1. What type of sentence(s) is/are being used?

Statement

 Question/rhetorical question

Exclamation

Command

Minor sentence

2. How is the punctuation used to divide up the sentence?

Colons/Semi-colons/Parenthesis/Ellipsis

3. Is there anything unusual about the structure of the sentence?

Inversion

Repetition

Climax or anti-climax

Antithesis

4. Do the sentences form a pattern?

Repetitive or balanced structure

Contrast between complex and short sentences

**Tone Question**

Formula

The writer uses …….

This is effective because…..

1. Identify the tone employed by the writer
2. Think:
	1. Serious/Impersonal/Unemotional
	2. Chatty/Conversational/Light-hearted
	3. Emotive
	4. Humorous
	5. Reflective/Thoughtful/Nostalgic
	6. Ironic/Tongue in cheek/Ironic
	7. Persuasive/Rhetorical
3. Quote a word/phrase/image which reveals the tone and explain how it does so

Formula

The writer uses a …….tone.

He/She conveys this through the use of…….

**Contrast Question**

**Effective as an Introduction Question**

1. Does it introduce the main points? Quote and explain what they are AND how they are expanded upon in the passage.

2. Does it make clear the writer’s point of view? Quote and explain how this makes clear the point of view.

3. Does it hook the reader with a clever technique – an image, a question, emphatic or dramatic word choice, a list….. Name the technique and explain why it is effective in hooking the reader/why it is appropriate to begin in this way

**Effective as a Conclusion Question**

1. Does it sum up the main points? Quote and explain what they are and quote or summarise where they were made earlier on in the passage.

2. Does it restate the writer’s point of view? Quote and explain what it is, then quote/refer to earlier in passage and explain the link.

3. Does it link back to the introduction? How? Quote and explain effectiveness.

4. Does it re-use word choice/imagery from the introduction or used throughout passage? Quote and explain from both the conclusion and from earlier in the passage.

5. Does it conclude in some other memorable way? For example a rhetorical question, repetition (x3), an appropriate image….