**Template for focused reading for assignments: text books**

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| **Question to direct reading?** |
| **Reference details:** |
| **What is this chapter about?**  Gist/outline:  More detailed understanding: |
| **How are key terms or concepts defined?** |
| **What models, frameworks or theories are relevant to this assignment?** |
| **SUMMARY: What information is relevant to my** *assignment, seminar, exam***? Why is it relevant?** |