

FOUR COLUMN READING

Four column reading is used for writing out important quotes and definitions, while also allowing you to include your own thoughts and the exact source and page details.

Instructions

In the first two columns, you should write e.g. the quote and the page number. In the third column, you can include your own comments, and in the fourth, you can make note of which section of your written work the chosen passage/quote/paraphrase should/could be used.

Author:			
Exact source:			
Original text	Page No.	My comments	In my work
<ul style="list-style-type: none"> • Paraphrase • Quote 		<ul style="list-style-type: none"> • Question about the text • Critical commentary • Important/special? • Contradictions (to other sources)? 	<ul style="list-style-type: none"> • Supports aspect x,y,z • Fits with section x,y,z • Include in the introduction • Include in the conclusion

Example

Author: Rosemarie Piontek			
Exact source: Wegbegleiter Psychotherapie. 2 nd rev. Edition 2005			
Original text	Page No.	My Comments	In my work
All forms of psychotherapy can have a positive effect, which is why a general openness towards different therapeutic approaches is recommended.	59	This means that the Writing Counselling should consider diverse approaches to the fundamentals of psychological counselling, not just Rogers.	Should be included in the introduction to argue as to why different approaches to psychological counselling should be considered for the Writing Counselling.
“Ein zentrales Element der verhaltenstherapeutischen Praxis stellt z.B. die systematische Desensibilisierung (SD) dar.“	62	This means a confrontation with a fear-triggering situation. E.g. driving again after being involved in a traffic collision. Can this play any role in the Writing Counselling? Can confrontations be used?	Can possibly be used in the section about using techniques from (cognitive) behavioural therapy in the Writing Counselling.

In dependence on:

Handout ZQS/ Schlüsselkompetenzen Team Schreiben, Leibniz Universität Hannover, 2016.

Concept: Writing Centre of TU Dresden, 2016.

Further information on our support services, writing advice, workshops, writing marathon, etc. on our website: www.tu-dresden.de/deinstudienenerfolg/szd