Reading in Business Studies

What does it mean to be a proficient reader in Business at Broughton High School?

In Business pupils read to: be inspired and gain motivation from entrepreneurs, support and reflect on classroom learning and see how issues discussed affect real businesses and their stakeholders.

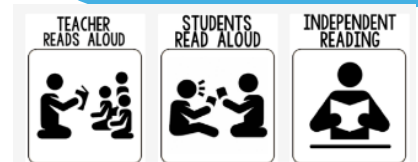## Distinctive Features of reading in Business

- **Problem solving -** In business, reading often means deciphering problems. This requires an understanding of the language used and the ability to find a solution.

- **Texts contain many 3 tier words**.

- **Some visual representations** (graphs, charts, spreadsheets)

- **Comprehension** – decoding meaning and understanding based on the text and case study.

- **Texts are usually concept dense** – students are required to read to learn new information and to build on existing knowledge and understanding.

- **Connections to real-life situations -** an important aspect of reading is the ability to apply business concepts to case study information.

- **Interpreting instructions and guidance** – Students must accurately interpret what the exam question is asking them to do.

Strategies for reading successfully in Business

- **Summarising.** Students summarise sections in their own words to solidify understanding and retention.

- **Determining importance.** Students decide which information in the text is most important and which is interesting but not necessary for answering exam questions.

- **Making connections.** Students are required to link what is being read in the case study to what they already know and understand.

- **Synthesising.** Students have to pull together background knowledge, connections, inferences and summaries into a complete and original understanding of the text.

- **Skimming and Scanning.** Students skim through texts to get a sense of the content and scan for the information they need. This skill is valuable when searching for key terms or specific financial information.

- **Active reading.** Continually ask questions and make predictions to deepen understanding.

TEXTS

- Written instructions
- News articles
- Business blogs
- Websites
- Questions (e.g. exam questions)
- Journals
- Biographies
- Textbooks
- Revision guides
- Case studies
- Graphs and charts
- Ratios
- Photographs

TEACHER READS ALOUD | STUDENTS READ ALOUD | INDEPENDENT READING

DISCIPLINARY LITERACY

READING one of the major habits successful people have in common

1,200 A study of 1,200 wealthy people found that they ALL had reading in common

30 MINUTES 88% of wealthy people devote 30 minutes or more a day to self-improvement reading

85% of 'rich people' read 2 or more education, career-related, or self-improvement books per month

INFERRING | VISUALISING | SUMMARISING | PREDICTING | DETERMINING IMPORTANCE | QUESTIONING | MAKING CONNECTIONS | SYNTHESISING | SKIMMING | SCANNING | CLOSE READING

BILL GATES reads 50 books per year | WARREN BUFFET reads 500 pages per day | MARK CUBAN reads 3 hours + per day