**Close Reading Prose:**

1. Always read the prompt and consider the title.
2. Diction: verbs, nouns, adjectives, and adverbs
3. Syntax: sentence types, appositives, participles, gerunds, infinitives, clauses
4. Organizations: chronological, stream of consciousness, foreshadowing, flashback
5. Narrative point of view: who tells the story? what is the effect of that?
6. Rhetorical patterns: questions, repetitions, figurative language
7. TONE: single most important element in literature...how does the speaker feel? How does the character feel?
8. Pose questions about meaning.
9. Mark significant passages.
10. Expect to group annotations immediately.

**Close Reading Poetry:**

1. Read the prompt carefully. The prompt will nearly always ask for as *meaning* as well as something like *language*. They may also give you a list of elements to consider, but these are simply suggestions. You don’t have to use these elements, or you may chose some. If they give you a list, the element are likely to figure prominently in the poem, so you would start looking for these in your close reading.
2. Use your close reading to create some insight, development, and support.
3. Look for the basics first: personification, simile, metaphor, hyperbole, allusion.
4. Skim for sound components: rhyme, alliteration, assonance, consonance.
5. Meter: don’t get overly caught up in determining whether the poem is written in dactylic tetrameter. It’s better to identify how many stressed syllables and what persuasion this choice establishes.