**How to Annotate**

Annotating is the act of taking notes within the text (marginal or post it notes) as

you read. It involves marking the text with substantive commentary regarding the

author’s content and/or style.

When completing an annotation, there needs to be a clear purpose to the

annotations reflective of the goals of the reading. For instance, if you are tracing

symbols or motifs see if you can stick with that same pattern throughout the text. A focus of annotating literature should be on gaining a better understanding of patterns and meaning. Annotation should not be limited to identifying an element; annotation should explain the significance of the technique or element and its contribution to the unit’s focus.

**Suggested areas of focus:**

• Characterization of for example-Victor and the creature

• Thematic development

• Literary devices such as the impact of the setting on tone, symbolism, allusions, foreshadowing

• Genre conventions of an epistolary text

• Sentence and word level- diction, detail, syntax, organization of selected

passages

**What it looks like:**

All methods must be consistent and contain written explanations of annotated

areas.

Students may use any of the following methods:

• Brackets, Highlighting, Underlining and writing about it in the margins

• Post its- but remember not to only identify the literary device but state how it functions in the text.

**Avoid**

Summaries, generalities at the end of chapters or marginal notes not anchored in a specific passage.

**How many annotations?**

Make a reasonable number of annotations: every page is too many; one every 100 pages is too few.