

# Reading Comprehension Master Cheat Sheet

*Elite Strategies for Standardized Tests, Academic Exams, and Professional Assessments*

## 1. Core Passage Structures

Understanding how an author constructs an argument is the fastest way to predict questions.

- **Compare/Contrast:** Highlights similarities and differences between two or more concepts.
- **Cause/Effect:** Explains reasons why something happened and the resulting consequences.
- **Problem/Solution:** Introduces an issue and outlines one or more interventions.
- **Chronological/Process:** Sequences events or steps in the order they occur.
- **Assertion/Rebuttal:** Proposes a thesis, acknowledges counterarguments, and defends the stance.

## 2. Question Types Taxonomy

1. **Global Questions:** Ask for the primary purpose, main idea, or overall tone. *Tip: Read first and last paragraphs carefully.*
2. **Detail Questions:** Require locating specific facts. *Tip: Scan for keywords (names, dates, quoted terms).*
3. **Inference Questions:** Require reading between the lines. *Tip: Must be directly supported by passage evidence, no extreme leaps.*
4. **Vocabulary in Context:** Words may have common meanings that do not fit. Substitute options back into the sentence.

## 3. Active Reading Techniques

- **Map the Passage:** Jot down 2-3 words per paragraph summarizing its function (e.g., *Intro, Theory A, Critique, Conclusion*).
- **Identify Tone Words:** Look for adjectives indicating emotion or bias (e.g., *skeptical, enthusiastic, indifferent, critical*).
- **Distinguish Fact from Opinion:** Objective data vs. subjective interpretations.

## 4. Common Trap Answers

Avoid choices that feature:

- **Extreme Language:** Words like *always, never, all, none* are rarely correct unless heavily qualified in the text.
- **Out of Scope:** Factually true statements that *were not* discussed in the passage.
- **Half-Right/Half-Wrong:** A choice that starts correctly but introduces a false premise or conclusion later.
- **Direct Contradictions:** Statements that flip the author's actual argument.

## 5. Quick Strategy Framework

1. **First Pass:** Read the questions (stems only) to prime your brain for what to look for.
2. **Second Pass:** Read the passage actively, marking structural shifts.
3. **Third Pass:** Answer global and macro questions first, detail-oriented questions last.