

CRITICAL TEXT HANDOUT

Sharing Knowledge with Colleagues



What Questions Your Handout Should Answer

What issues does the author explain or focus on? How does the writer respond to what others have said about the topic and what new idea is being added to the discussion? What evidence and examples does the author use to prove a main argument? What topics/concepts/issues does the author bring up as important for scholars and readers to consider, and what opinion about these ideas are presented in the text?

Requirements

- 1) **Thesis Statement:** Identify what the writer is trying to prove clearly on your handout, labeling it as the author's thesis. Usually a thesis is one- two sentences and can be found in the initial paragraphs of the essay, reiterated in the text's conclusion.
- 2) **Three or More Key Quotes from the Text (cited with page number in MLA):** Choose short segments or phrases to share an idea the author expresses in a way that really gets a key concept across well, offering a key takeaway from the text.
- 3) **Three or More Relevant Primary Texts (books, etc):** Briefly describe/summarize the books, films, or other texts that the text uses to make its argument as well as how each contributes to the argument the author makes.
- 4) **Three or More Scholarly Resources for Further Reading:** What additional sources would be useful for someone wanting to learn more? Students typically include these in a short bibliography and they can often be found in the author's works cited page.
- 5) **Three or More Definitions of Related Terms:** Include terms or concepts that are related to or connected to the main idea of your text. For these, be clear about how the term/concept is related to the author's thesis and offer definitions to explain each term.

Instructions

Create: Choose a text and due date from the sign up sheet on e-learning and create a handout that provides a detailed explanation of the text's main point for your colleagues in an easy to read, stylish form.

Submit: On the due date, submit your handout to e-learning in the dropbox folder. The handout should be only one sheet / two pages in length (single or double-sided).

Make a Snazzy Handout

Consider the design/layout of your handout carefully, as the most successful handouts are not only eye-catching and easy to read, but offer quick, succinct information that your colleagues can scan and understand in only a few minutes. Make sure that you draw attention to your main ideas and consider spacing and design elements. Think about how you might use fonts, text boxes, bold or other format choices, headings, images, etc—these can be useful tools to create a snazzy handout that delivers content well and engages readers so that they can easily synthesize information. And use space wisely—you want as much information as possible in this small space!

Sharing with Your Colleagues

Your handout will be posted in a centralized location in e-learning so that others can benefit from your research and learn about the perspective of the author of the text that you studied. You might also be asked to speak to what you've learned as part of class discussion.