

TASK #1: Outlining Chapters

Standard: P.2 (SWBAT Outline chapter readings)

Description: You will be outlining chapter readings for each unit. In order to do this you must know how to outline properly for the task to be effective and beneficial. You will learn how to create power notes when completing chapter readings, and then you will do this on your own for the remainder of the semester. The purpose for this is to help you learn how to record critical pieces of information that are essential to your understanding of the curriculum. Furthermore, learning how to pull key pieces of information from the text and record information is a valuable skill that you will use in college, the workplace, and everyday life. We will spend one day practicing in class and then you will produce an outline which will be evaluated for you to receive feedback for developmental purposes.

When reading a chapter in your textbook you need to make sure that you are actively reading the words that are written.

The following tips may be helpful:

- ✓ Think about what you already know about the topic
- ✓ Read introductory story
- ✓ Read and examine bold print headings, visuals, & chapter objectives
- ✓ Review by examining practice questions at the end of each chapter
- ✓ Do not use complete sentences
- ✓ Write the author's information in your own words
- ✓ Color code information

Focus of reading & outlining:

- ✓ Use your AP Topic Outline to focus your reading & purpose
- ✓ Why did the author write this section?
- ✓ What is the importance/significance (analyze the information)?
- ✓ What is the big idea/point the author is trying to convey?
- ✓ Do not focus on all the specifics, think big picture
- ✓ Most outlines should be **2-3 pages** on average

Format:

HEADING (Bolded headings)	The Spanish in the Americas
I. Main Topic	I. The Invasion of America
A. Subtopic	A. Locations
i. Detail	i. Caribbean and Central/South America
ii. Detail	ii. Labor shortages lead to ↑ exploration & devastation
iii. Detail	
B. Subtopic	B. Impact on Native Americans
i. Detail	i. Violence and abuse towards Natives
1. Sub Detail	ii. Encomienda – slave labor
Examples	iii. Weakness/conflict among and within tribes exploited
ii. Detail	
Questions? (from reading)	C. Aztecs
	i. Dominated central Mexico – Tenochtitlan great city
	ii. Cortez
	1. Overthrew empire through alliances, disease, and better weapons

	<p>2. Plundered society, bringing wealth to Catholic Monarchs</p> <p>iii. Model for future European conquest in the Americas</p> <p>Did any explorers speak out against the inhumane treatment of the Native Americans?</p>
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Criteria:

- ☒ Well organized (proper use of headings and subheadings)
- ☒ Includes key concepts and ideas
- ☒ Sufficient Detail (2-3 pages)

Rubric:

+ (plus)
☒ Proper use of headings and subheadings
☒ Appropriate placement of information
☒ Major concepts and topics included
☒ Sufficient Detail
✓ (check)
☒ Mostly proper use of headings and subheadings
☒ Most information placed appropriately
☒ Most concepts and topics included
☒ Adequate Detail
- (minus)
☒ Minimal proper use of headings and subheadings
☒ Some information placed appropriately
☒ Major concepts and topics missing
☒ Insufficient Detail