

How to Make a Book Your Own reading a book intelligently and fruitfully

When you buy a book, you establish a property right in it, just as you do in clothes or furniture when you buy and pay for them. But the act of purchase is actually only the prelude to possession in the case of a book. Full ownership of a book only comes when you have made yourself a part of it – which comes to the same thing – is by writing in it.

1. **UNDERLINING** – of major points; of important or forceful statements
2. **VERTICAL LINES AT THE MARGIN** – to emphasize a statement already underlined or to point to a passage too long to be underlined.
3. **STAR, ASTERISK, OR OTHER DOODAD AT THE MARGIN** to be used sparingly, to emphasize the ten or dozen important statements or passages in the book.
4. **NUMBERS IN THE MARGIN** – to indicate a sequence of points made by the author in the developing an argument.
5. **NUMBERS OF OTHER PAGES IN THE MARGIN** - to indicate where else in the book the author makes the same points, or points relevant to or in contradiction of those here marked.
6. **CIRCLING OF KEY WORDS OR PHRASES**
7. **WRITING AT THE MARGIN, AT THE TOP OR BOTTOM OF THE PAGE** – to record questions (or perhaps answers) which a passage raises in your mind.