Tutorial: How to calculate reading time for reading assignments.

KRF 9/27/10

The average reading rate for adults is 250 words per minute.

1. Get a word count for your reading assignment.

PDF file: To get a word count,

1. select all text
2. copy
3. open word doc
4. paste
5. in the lower left hand corner of your screen, you will see the number of words OR

click on “Review”, then “Word Count”

Webpage: To get a word count from a web page,

* 1. Highlight the text you will use in your reading assignment
	2. Copy
	3. Follow steps c-f above
1. EASY READING ASSIGNMENTS:

Divide the total word count by 250 for reading assignments that are informative and easy reading

1. MORE COMPLEX READING ASSIGNMENTS

For reading assignments which are more complex or technical, divide the total word count by 125 to allow for study time.

1. Example: Green Cross Academy of Traumatology Standards of Practice

<http://www.greencross.org/index.php?option=com_content&view=article&id=183&Itemid=123>

1. Highlight the Standards portion of the web page
2. Copy
3. Open blank word doc
4. Paste copied info into Word Doc
5. Word count = 9213

Assume a Master’s Level Education for this assignment, with the possibility that the individual is new to the traumatology field. Based on this assumption, study time will be needed. Calculate as follows:

9213 $÷$ 125 = 73.7 minutes reading time

Round up to 75 minutes.

The above example indicates a lot of reading time. One recommendation for a lengthy assignment is to break the reading assignments into sections, and include a narrated power point prior to or immediately after each section to emphasize teaching points, and to provide examples.