Note-Taking Tips for Class

- Date and give each lesson a title.
 - Use the learning goals to help you
- Rephrase the ideas in your own words
 - Avoid copying directly from slides or board
 - Don't worry about writing exactly what is said
 - Use the success criteria as a guide
- Use subheadings to organize your notes
 - You can add these after class in the margin of your notebook
- Draw pictures
 - If it helps, draw a sketch or diagram to help you remember
- Highlight things that are important or things that you have questions about
- Pay attention to phrases that suggest something is important
 - Listen for "This is important...", "Let me repeat that", "To clarify..."
- Review your notes after class
 - Add details you remember
 - Jot down questions you may have
 - Highlight key ideas



Note-Taking Tips from a Text



- Don't copy! Summarize the key ideas in your own words.
- If the text has subheadings, use them!
 - Each subheading usually has a few important points make sure you know what they are after reading-use a highlighter
- If there is an important picture or diagram, write the page # in your notebook
- Your notes should be a lot shorter than the text!
- Take breaks while reading
 - It gets harder to read and summarize ideas. Taking a break can help refresh you!
- If there are words or ideas that you don't understand, re-read them, if you still don't understand, write down your questions to ask your teacher or a friend
- It takes time to take notes from a text, don't be discouraged. This is not like reading a novel.

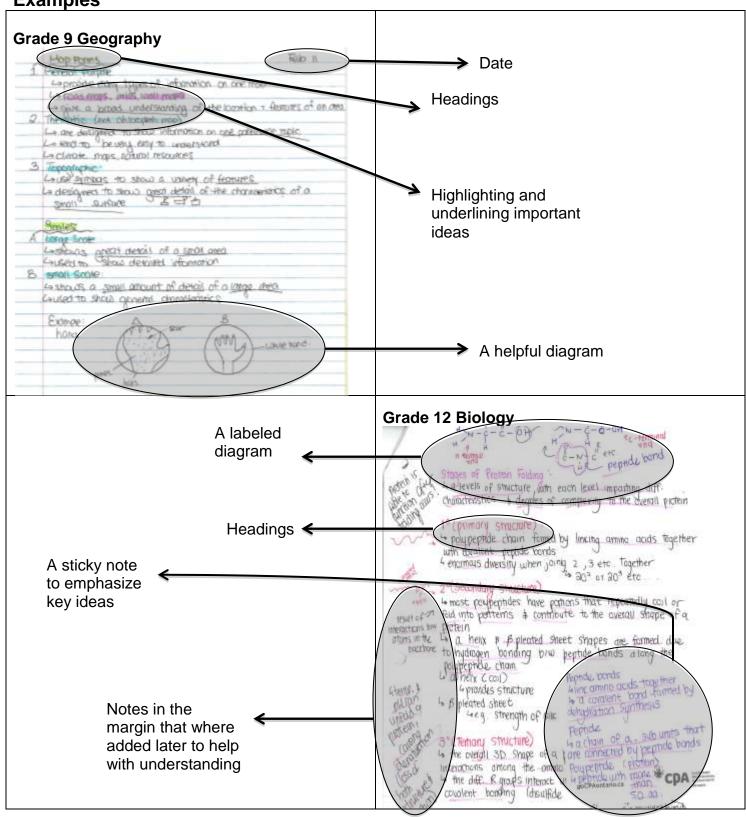
Remember



- Your notes need to make sense to you
- Take time to organize your notes after class
- Don't just copy, but summarize ideas your own words

Albibray Saw W/o without		
COPPUSALENGER	M\	with
ELLIDON SIG	w/o	without
V	b/c	because
	b/4	before

Examples



Additional Resources

Effective Note -Taking When, Why and How to Take Notes

https://www.reading.ac.uk/internal/studyadvice/StudyResources/Reading/sta-effective.aspx http://users.mhu.edu/facultystaff/mnewman/intro%20to%20physical%20sci/Why%20and%20how%20to%20take%20notes.htm

Taking and Using Class Notes

http://users.mhu.edu/facultystaff/mnewman/intro%20to%20physical%20sci/Why%20and%20how%20to%20take%20notes.htm

