

SAMPLE NOTE-TAKING: CORNELL METHOD

9/30/12

Note-taking

3 main steps:

- before
- during
- after

Before:

prepare by reading, look over notes before class starts, print ppts, think about ?'s why? >> helps organize information and prepare your brain to listen.

DURING

• Develop a system for writing that makes sense to you (codes, abbreviations, etc.)

ex: w/ b/c Δ ppl gov't

• listen for important points - cues include tone, body language, emphasis, written on board.

• if it's going too fast: ask ?'s, write what you can + leave space, abbreviate examples

• listen for organizational cues for what is coming next

• if you're going to record, ask the prof first

(?) what do you write if it's all on the ppt. slide you print?

(?) find out % from prof. →

AFTER - most important

students who review notes remember more for exams than those who don't!

Summary:

Note taking isn't just what happens in class, but how you prepare for and review material before and after class - all 3 are important * and this connects to the memory process - repetition * !!

(?) practice test questions:

- name 3 cues to indicate importance
- provide examples of possible abbreviations
- describe why it's important to prepare before class