

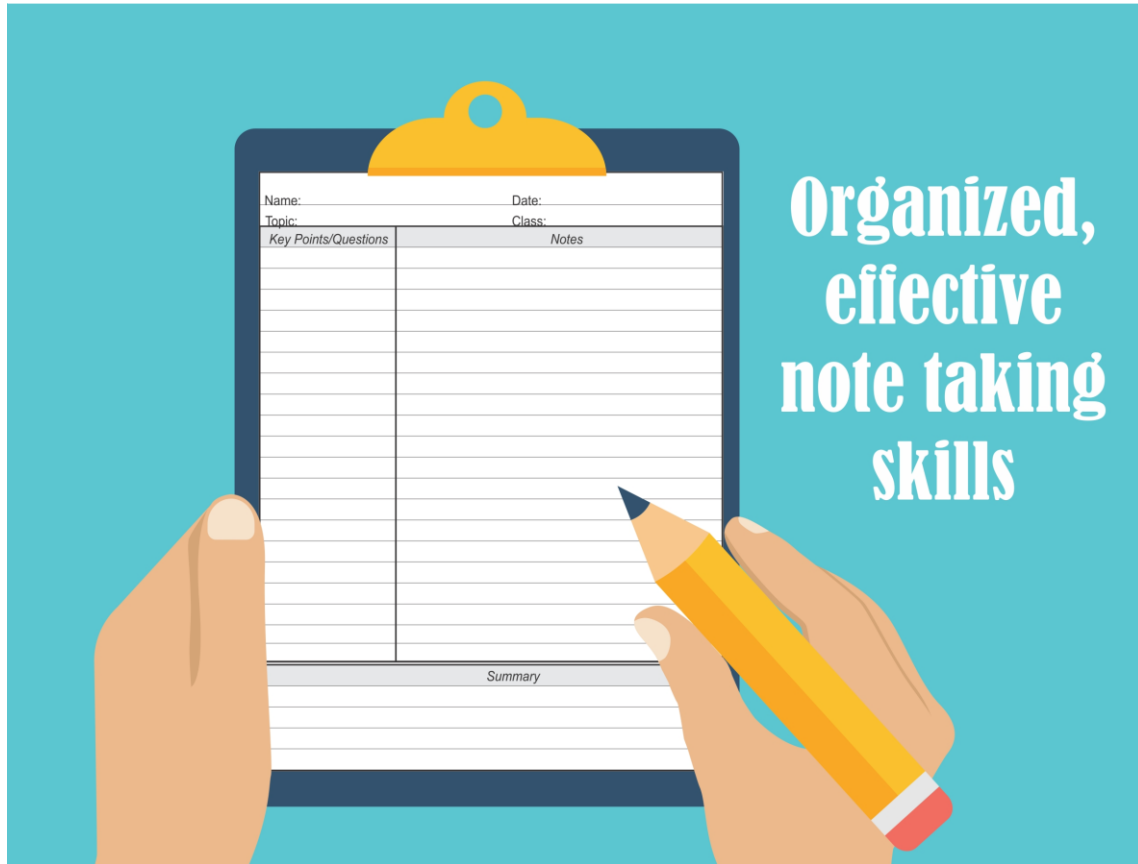


Noteworthy Notetaking



CORNELL NOTETAKING GUIDE

What is Cornell Notetaking?



A system of taking notes which provides a way to note important information, review it and, thus, remember it.

WHY TAKE NOTES?



Research tells us that 60% of those who don't take notes forget what they heard or read in 14 days.

Those who take some notes remember 60%.

Those who take organized notes and do something with them remember 90-100% indefinitely.

When should you take notes?

- ✓ When your teacher presents the lesson
- ✓ When you read text and want to remember or organize what you read
- ✓ When you watch a video for information
- ✓ When you need to remember what happened at a meeting
- ✓ When completing a group project

Create 2 column notes

Column 1	Column 2
Reflection:	

Draw a line down your paper to create a smaller space on the left. This will be for you to record questions, main ideas, or key words.

You can then fold the paper and use it as a study guide. Ask yourself the question or review the word on the left and turn over your paper to find the answer on the right.

Reflection:

Write out notes in your own words or analyze them.

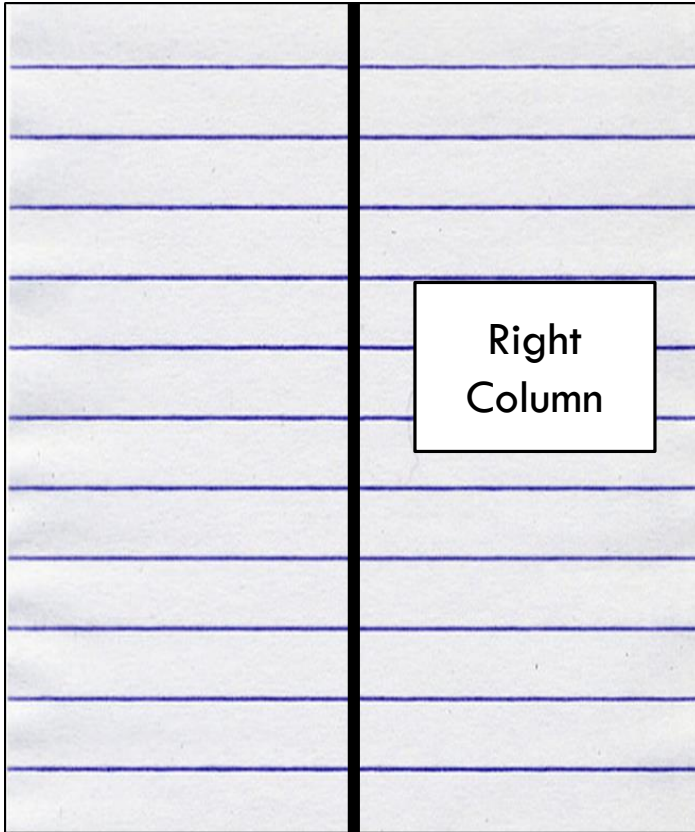
WHAT SHOULD I WRITE IN THE LEFT COLUMN?

Left
Column

Reflection:

- Key words to remember or on which to reflect
- Questions answered in the text
- Questions to which you cannot find answers
- Steps in solving a problem or within a process
- Notes to yourself
- Diagrams or figures

WHAT SHOULD I WRITE IN THE RIGHT COLUMN?



Reflection:

- Write down only what is important
- Look for ways demonstrated by the teacher to organize the information
- Write down the material written down by the teacher
- Note patterns or repetitions
- Listen for specific clues such as, “this is important or may be on test.”
- Be an active listener- don’t just listen, make notes
- Ask relevant questions- note them and the answers

How should I write my notes?



- Find a way to organize them that fits you
- Write them in your own words so you better remember them
- Use abbreviations
- Use drawings or diagrams to support your notes
- Draw pictures to make your notes clearer
- Leave space if you think you need to add additional information
- Use bullets, arrows, indentations
- Write neatly