

# TAKING LECTURE NOTES

## Why taking lecture notes?

- So you don't have to rely on your memory
- So you can focus better during class (and listen carefully!)
- test your understanding (you have to know what's important)

## Type or write?

the key question

### you can:

- write on notebooks/lecture notes (with internet)
  - type on iPad/laptop
  - write on iPad
- Great flexibility + awesome for people who can't concentrate
- great when you have to capture lots of info (esp when prof. speaks really fast)
- won't lose your notes + great flexibility + you can type when you have the need (BUT can be slow + complex)
- \* App rec: notability/pdf expert

## you should take notes of...

1. Things on board
2. definitions + key words & phrases
3. enumerations
4. Signaling phrases ("this is important")
5. emphasis in voice/body language
6. Things repeated
7. examples
8. summaries/reviews

## Cornell + Outline?

the best method for taking classnotes?

### Cornell: Active learning

- encourage you to review your notes
- makes everything clear + concise

### Outline method

- encourage you to look for key ideas + main points
- clear, so you can spend less time reviewing them
- and of course, more organized

### you can use it on...

- Paper/notebooks (etc!)
- Laptop/iPad (type: DooNotes)

## Good note-taking habits

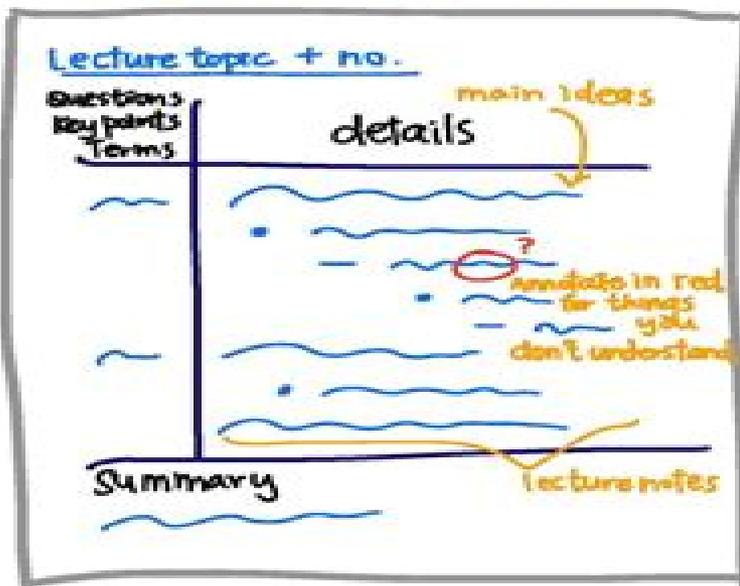
1. Review notes (prev. lecture)
2. Previewing the textbook (15 mins)
  - main terms/summary + prepare questions
3. When in doubt, write in down
  - "should i write it or not?" → write!
  - (Better too much than not)
4. Be concise
  - use abbreviations
  - short sentences
  - know lecture style

make an abbrev sheet after preparing for class (since you'll know what words will be used frequently)

(Ask if you need to write down)

\* 1st lecture: walk up to your teacher your notes (ask if they're good for this class) → may give you suggestions or ask for an example of note-taking

\* They know the mainpoints of lecture
5. Use a good note-taking system



note-taking format employing Cornell method + the outline method

# Lecture Note Taking Guide

**EW Minium**



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