

Taking Lecture Notes

Using the Cornell Method

Recall Column	Cornell Notes
	Preparation Before Lecture
<i>Plan time so I don't miss class -</i>	Attendance is Important! Separate notebooks and folders - rule off 2 inch margin
<i>How can I prepare for lecture? Use syllabus</i>	Read assignment -or
<i>What steps are included in survey</i>	Survey - title- subtitles - summary- builds mental schema
	Note: If he follows book closely - read & mark - then take book to class
	During Lecture
<i>Improve concentration</i>	1. Arrive early - sit in front
<i>What should I write?</i>	2. Record MI's - details -examples (from application question's) - too fast? write as much as you can study later
<i>What are the 5 org. formats?</i>	Use proper organizational form listing 1. 2. 3. time sequence before - compare/contrast cause/effect summary therefore, thus- Use verbal/nonverbal cues
<i>What is purpose of blank space</i>	Leave blank line (on left-hand side)

	Write legibly Use abbreviations
	After Class
<i>Why is it important to review? 10 -15 min</i>	Review Within 24 hours
<i>How do I reorganize?</i>	Reorganize underline make notes legible add relevant material write questions
<i>Turn my headings into questions</i> <i>Recite!</i> <i>Recite!</i> <i>Recite!</i>	Use recall column to predict test questions key word use 5W's & H Summarize lecture Recite answers during review
Summary: <i>Preparing well is as important as what I write during lecture. Organizational formats can organize notes as well as ideas in your head. Reviewing after class will assure that I'm learning my lecture notes and am prepared for an exam.</i>	

