

Before you Take Notes



Be prepared

- Know what topic will be explained
- download lecture slides
- get your notebook/ e-notebook



Mindmaps

Activating Your Note-Taking



Put them to use

- right after class (5 minutes)
- later that night (5 minutes)
- end of week (5 minutes)



After you Take Notes



Use them to Study

- cover your notes and recite
- answer questions on your own



As you take Notes



Make decisions

- what to note and what not to note
- how to organize your notes



Write

- Summaries in your own words
- Questions and cues



Leave a space for

- Overall summaries
- Reflection and making connections

