Why take notes?
You can’t remember everything.
Taking notes helps you focus and pay attention in class.
Supplemental information to the textbook.
It is a record of what was discussed in class.
Information to use to create study guides.

How can I take notes?

Outline – Straightforward method based on hierarchy. Use of bullet points to highlight the main points of the lecture and subpoints for minor details.

Cornell Method – System of note-taking that involves dividing your paper into three sections – cues, notes, and summary. During class, you take notes in the notes side. After class you create questions or cues to help guide studying. At the bottom of the page, you write a summary of the notes to help you further remember the information. This method helps you make usable notes for studying at a later date.

Write on the Slides – This is the easiest way to write notes if your professor provides PowerPoint slides or notes before lecture. Print slides three to a page so that you have lines to write your notes beside the slides. This helps you write less so that you can focus more during lecture.

“Acquiring the habit of note-taking is a wonderfully complementary skill to that of listening.” – Richard Branson