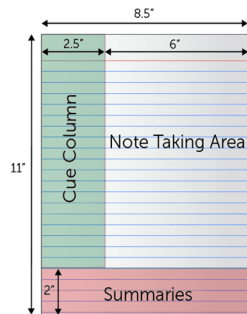


NOTETAKING



Do you take enough notes? Do you take them correctly? It's time to get started. As you go from middle school to high school you will need to take more notes and as you go and from high school to college, you will have to take even more. The Key is to actually take the NOTES. Perhaps one of the most commonly taught methods is the Cornell method. The Cornell method looks something like this:



In the note taking area you want to record the lecture as meaningful as possible. As you are taking notes, keep the Cue column empty. Soon after you take the notes reduce them and put the clues for reviewing in the cue column. Summarize every page of notes in the summaries section. Once you've done this you simply want to remember the 5 R's of Notetaking.

1. Record – take notes as thoroughly as you can.
2. Reduce – scan your notes and reduce them by taking out the most important ideas that you need to remember, this would mean writing the clues in the cue column.
3. Recite – Cover the notetaking area, using only your clues in the cue column and say the facts over and over again and verify them in the notes section.
4. Reflect – draw out how your notes reflect the important ideas to better instill them into your mind.
5. Review – Spend 10 minutes every week to re-read and review your notes.