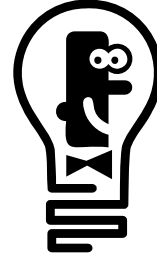# Cornell Notes

Tips for taking notes in your Interactive Notebook

Set up your paper

- ✓ Put the DATE in the upper right-hand corner.
- ✓ Give all notes a TITLE.

Take Notes

- ✓ Paraphrase the text or lecturer in the right column.
- ✓ Listen carefully to identify important information. Concentrate on the main ideas.
- ✓ Use memory cues such as CAPITAL LETTERS, **highlighting**, underlining, stars & pictures.
- ✓ Don't worry about speling.
- ✓ Use abbreviation or shorthand that works for you.
  Dn't try 2 wrte evrytng wrd 4 wrd; as lng as the notes make sens to U, that's ALL that mttrs!!
- ✓ If you are absent, be sure to get someone else's notes. Write your **own** comments on the left.

After class

- ✓ Edit your notes as soon as possible. Reread them & make additions and clarifications.
- ✓ Work with a partner when you find it useful.
- ✓ Use a highlighter or different colors to emphasize important points. COLOR helps you to remember stuff!
- ✓ Make a note to ask questions about confusing items before the next class.
- ✓ Fill in the LEFT side with questions, symbols, and memory cues.

Review your notes

- ✓ Review notes **regularly** (*not just before a test!*): 1st, after class, then every 2 or 3 days, and finally before a test.
- ✓ Cover the RIGHT side with a blank piece of paper. Then use questions, symbols & memory clues on the left side as cues to either rewrite the information, or to say it out loud.
- ✓ Reflect on the notes. Summarize them & try to relate them to personal experiences.