

Making Notes

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When, Why, What and How

- When to make notes?
- Why make notes?
- What kind of notes?
- How to get the most out of notes?



Notes help us to:

- Learn actively
- Think creatively
- Organise knowledge
- Retain information



Types of notes

- Linear notes
- Column Notes (e.g. Cornell method)
- Pattern notes

Reading vs recitation

1. Passive reading

- Reading + recitation > rereading several times (M. and D. 1969)
- * !!! organized material = less time for better learning
- learning unbound material \approx 80% of study time (on second language vocab.)

2. Active Recitation Methods

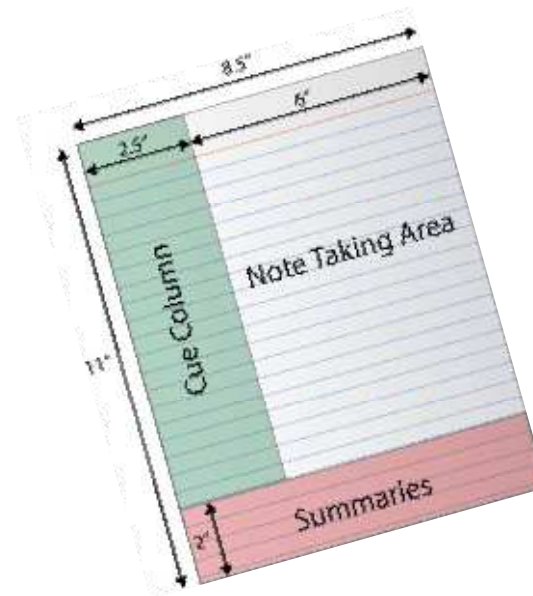
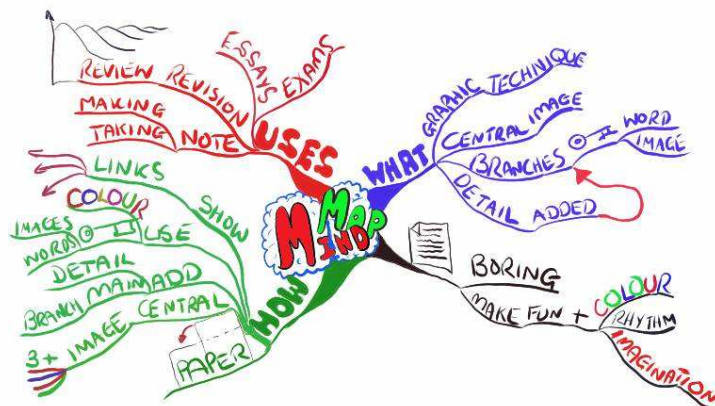
2.1 learning cards - Cognitive maps

- (id) draw structure - thought is organized around it
→ group of clues

2.2 Questions

- (id) organize question-answer periods with comrades (small groups)
- ⇒ students actively organize what is perceived; learning + efficient

3. Active reading and note taking



Making the most of your notes



- Prepare
- Capture
- Revise



Tips for note taking

- Use colour
- Construct your own shorthand
- Make drawings
- Ask questions ????????



Any Questions ?