

Effective note-taking – the Cornell method

Section off the page in your exercise book like this:

<p>This is the recall column</p> <p>Use it after the lesson to review notes, list key ideas, key concepts, important facts or keywords.</p> <p>Question words: What Who When Where</p>	<p>This is the notes column.</p> <p>Use it during the lesson to note the:</p> <ul style="list-style-type: none">• main ideas and concepts• diagrams, sketches, drawing, charts or calculations• bullet points, numbered processes or sequences• concise sentences• developed paragraphs <p>Leave a clear line between different ideas or new topics.</p> <p>Where possible, write in your own words. Use abbreviations if you are allowed to.</p> <p>Question words: What, Who, When, Where Why How</p>
<p>This is the summary section.</p> <p>Summarise the main ideas and points here at the end of the lesson. Keep it basic, and use it as a way to find important information quickly.</p>	