

# **EFFECTIVE NOTE TAKING STRATEGIES:**

## **Cornell Note Taking System & Learning Log**



# Lesson Objective

- The student will learn how to properly record notes and utilize both the Cornell Note Taking System and the Learning Log.

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# Bellwork!

???Have you ever tried to take notes and then had a difficult time understanding them at a later date? If so, describe your experience.



# Terminology

- **Cornell Note Taking System**

- The Cornell method provides a systematic format for condensing and organizing notes.

- **Learning Log**

- This technique is used to help with focusing on what is learned in class by writing thoughts, reactions, and responses to class lectures, videos, or discussions.



# The 5 Parts of Cornell Notes

- Part 1: **Heading**
  - Your name, date, class/subject, and topic
- Part 2: **Topic**
- Part 3: **Notes**
  - Record the lecture here
- Part 4: **Questions/Cues**
  - Main ideas, questions that connect the points, diagrams, and prompts
- Part 5: **Summary**
  - Summarize main idea for quick reference after class during review

# The Five (5) Steps Stated on the “Notes” Section

## STEP #1 - RECORD

### RECORD



- Listen and write your notes using concise sentences
- Use shorthand symbols, abbreviations, or lists
- Skip a space between points for easy reading

# The Five (5) Steps Stated on the “Notes” Section contd...

## STEP #2 - QUESTIONS



- Develop questions either during the lecture or immediately after class
- Questions help clarify meanings or any misunderstandings
- Strengthens memory



# The Five (5) Steps Stated on the “Notes” Section contd...

## STEP #3 - RECITE

### RECITE



- Cover the “Notes” column with a sheet of paper or fold it over
- Then, looking at the questions in the “Cue” column only, say aloud in your own words, the answers to the questions or main ideas

# The Five (5) Steps Stated on the “Notes” Section contd...

## STEP #4 - REFLECT

### REFLECT

- Ask yourself—“What’s the ‘BIG PICTURE’ and how can I TIE everything together?”

WHAT'S THE

BIG

IDEA HERE?



# The Five (5) Steps Stated on the “Notes” Section contd...

## STEP #5 - REVIEW

### REVIEW



- Spend at least 10 minutes every week reviewing all of your previous notes.
- By doing the above, you will retain a lot of knowledge for the exam! 😊

# Active Participation

- (1) Reflect on what was learned during 1<sup>st</sup> hour and record in Learning Log.
- (2) Using your copy of the Cornell Notes, label and circle the five parts involved in this note taking process. (complete during lecture)
- (3) Record 5 steps of “Notes” from the Power point on their Cornell Notes copy, under the section, “Notes”. (complete during lecture)
- (4) Independently, formulate and write questions in the “Questions” column. Analyze the information and develop a summary based on the lecture, “Plotting Points.”
- (5) Discuss with a partner the questions that you developed.

# CLOSURE-CORNELL NOTE TAKING

- Teacher calls on non-volunteers to share with the class one item that is entered under the “Questions/Cue,” “Notes” and “Summary” columns; teacher assesses and provides feedback.

# Ticket-out-the-Door

- Students demonstrate the completion of the Cornell Notes page, which includes:
  - Labeled parts
  - Notes
  - Questions
  - Summary.

\* Based on “Plotting Points” Lesson