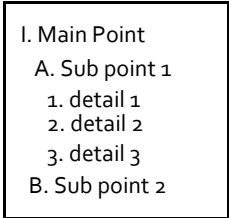
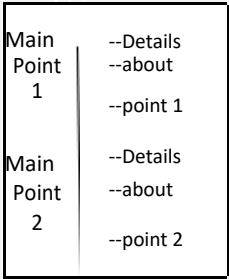
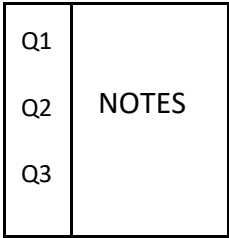
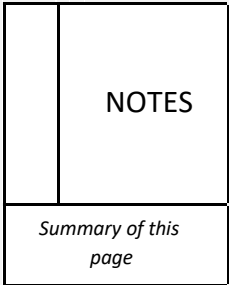




There are many options for taking notes in class. Choose a system that works best for you. You might vary your approach to note-taking depending on whether a class is lecture or discussion based.

Systems	Example
Linear Notes: The traditional method uses main points and sub-points. Details and specific examples are shown indented under main points and use different letters or numbers. Although this is a style that is most known, it is not necessarily the most effective for you.	
Two-column Notes: Divide your paper into two columns. During lecture, use the left column to record main points. In the right column, write down specific information – details, examples, helpful stories, etc. These notes are still linear but work better for students who are more spatially and visually oriented.	
Question Generated Notes: Create a larger margin on the left of your paper. Take class notes on the right of the margin leaving space between concepts. Read your notes after class and fill in additional helpful information. Create questions in the left hand margin that correspond with the notes next to it. Your notes are answers to those questions. This is an excellent way to prepare for exams	
Summarize Notes: Take notes in class leaving space at the bottom of the page for a summary statement. After class, read through your notes and create a summary statement of the important information on the page and how the concepts relate to each other and the lecture title.	
Mind Mapping: This method works well if you think visually and learn by looking at how information is connected. Start in the middle of the page with your main topic. Circle it. As you listen to the lecture, connect related pieces of information via lines and then circle them.	