

Note taking tips based on the Cornell note taking system

Study smarter not longer!

Main Ideas/Questions	Notes
	<ol style="list-style-type: none">1. During the Lecture: Record notes in paragraph form in the Notes column.. Capture general ideas. Don't try and write everything down. Leave a blank line between ideas or thoughts. Use abbreviations to save time. Write neatly.2. After the Lecture: As soon as possible after the lecture, that night at the latest. Read through notes. Clarify and make easier to read if necessary. Write main ideas and key words in the left hand column which will give you the idea of the lecture. Also write down questions you want to ask the teacher next class.3. Summarize: Use the Summary section at the bottom of the page to record the lecture's ideas and concepts in your own words.4. Study: Cover up the left hand column and recite the general ideas and concepts of the lecture. Switch and cover up notes column. Read through your summary.
Summary	