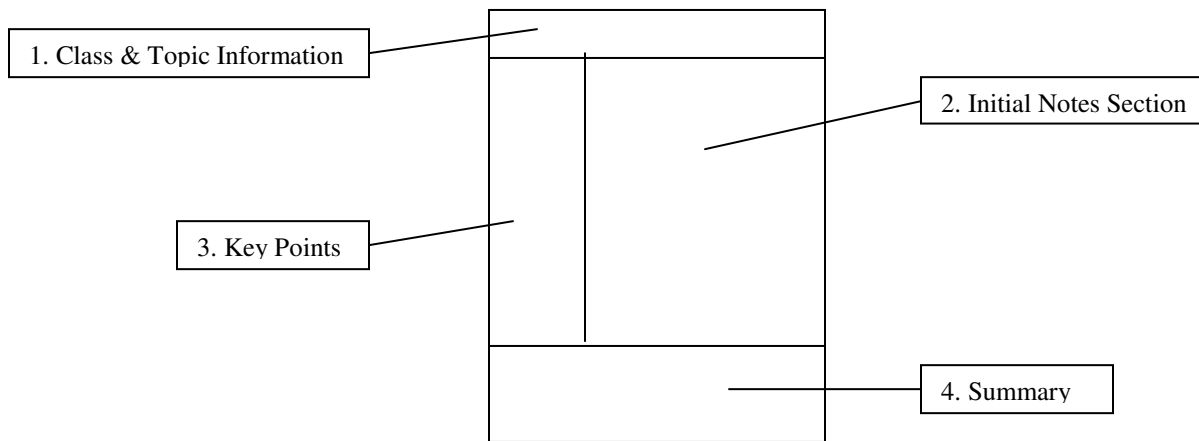


Cornell Style Note Taking



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- Divide a sheet of loose leaf paper into four sections by drawing three lines.
 - The top line separates the heading of the page.
 - The bottom line is drawn about 5-6 lines up from the bottom of the page.
 - The vertical line to the left is about 2 inches away from the edge.
-

1. Class & Topic Information.

- Student Name
- Class Name
- Topic Name (e.g. Julius Caesar Act III Scene 3)
- Date

2. Initial Notes

During a reading, lecture, or class discussion, students use this large section of the page to write down in shorthand abbreviations all notes and pieces of information about the topic that may potentially be useful for an essay or a test.

3. Key Points

At the end of a reading, lecture, or class discussion, students then review and evaluate the notes to draw out the most important pieces of information on the topic and write them into the Key Points section.

4. Summary

From the information in the Key Points section students then use complete sentences to write a paragraph length summary that synthesizes the information into a brief overview of the topic.