Got That? – Effective Note-Taking Strategies

Effective notes help you identify key ideas; organize and link new ideas to prior knowledge, increase the ease of recalling information (effective recall cues), and produce a personalized study guide for quizzes and tests. Effective note taking is more than just writing down something said in class or written on the board or in a power point, active note-taking focuses attention, activates memory, and enables you to learn, organize, and study class materials simultaneously making the most of your most precious limited resource - TIME!

**Strategies**

### Before Class:
- Review readings-cueing
- Question list
- Review prior notes-prime
- 3-ring binder – easy inserts
- Bring writing supplies
- Bring textbook
- Relate class to your goals
- Think critically

### During Class:
- Get a good seat
- Eliminate distractions
- Highlight / underline
- Ask questions / clarification

### Note-taking strategies
- Repetition / write on board
- Cueing phrases
- Use key words
- Use pictures / diagrams
- Use directional / grouping cues [],,,,
- Write on one side paper
- Editorial cue (me - )
- Confused / lost symbol

### After Class:
- Reviewing – the other note-taking process
- Add retrieval cues
- Review – sooner is better, within 24 hrs
- Edit / fill in / mind maps

### Exercise:
Hard to take notes:  

Easier to take notes:  http://www.khanacademy.org/humanities/art-history/art-history-400-c-e--ancient-cultures/v/thutmose--bust-of-nefertiti--c--1340-bce

Resources:


