

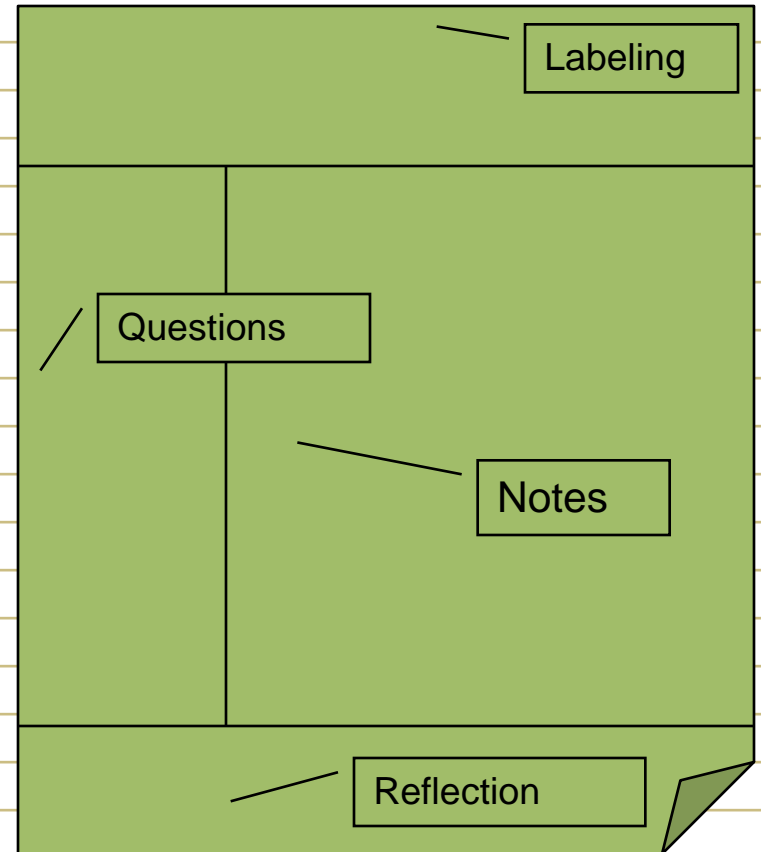
# Cornell Notetaking

**Why should you take notes?**

- **To minimize your “rate of forgetting”**
  - ☑ Don't take notes =  
**Forget 60 % in 14 days**
  - ☑ Take some notes =  
**Remember 60 %**
  - ☑ Take organized notes and do something with them=  
**Remember 90-100% indefinitely!**

# Cornell Notetaking

- **Dr. Pauk created the Cornell Notetaking System, which is used at Stanford, UCLA's School of Engineering, most Law Schools, and of course, at Cornell University**
- **The Cornell System requires the student to review notes and think critically after learning has taken place**



# Cornell Notetaking

**When should you take notes?**

- **Notes are a record of your learning, so take them when:**
  - You listen to a lecture**
  - You read a text**
  - You watch a film**
  - You work in a group on an activity**
  - You need to recall information about what happened to you in a class, meeting, or activity-- which means always!**

# Cornell Notetaking

**What do you notice  
that is different  
about Cornell  
Notes?**

- They are divided into two parts: questions and notes
- There is a reflection at the end
- There is room for a topic
- They are labeled with name, date, class, period or other information

# Cornell Notetaking

**What types of questions should I place on the left side?**

- Questions which are answered in the notes on the right
- Questions you still need the answer to--ask a friend or the teacher after class
- Questions the teacher might ask on a test
- Higher level thinking questions

# Cornell Notetaking

**What else could  
I place on the  
left side?**

- **Key terms, vocabulary words, or dates**
- **Diagrams or figures**
- **Reference pages in a text**
- **Steps in a solution process**
- **Notes to myself about actions I need to take**

# Cornell Notetaking

**What are some good tips for taking the notes on the right?**

- Write only what is most important:
  - ☑ listen for repetition, change in pace or volume, numbering, explicit clues (“this is important,” or “on the test”);
  - ☑ watch for gestures, or clues to organization;
  - ☑ look for material being written down by instructor or shared in a visual manner

# Cornell Notetaking

**What are some good tips for taking the notes on the right?**

- Write in your own words (paraphrase)
- Write using abbreviations (check a dictionary for these and create your own)
- Draw a figure or diagram
- Leave space where you think you might need to “fill in” info later
- Use bullets, arrows, and indenting to list key ideas
- Write legibly



# Cornell Notetaking

**What are some good tips for taking the notes on the right?**

- **Actively listen**
- Maintain eye contact with the speaker, group, or presentation source**
- Nod your head at appropriate times**
- Frown when you do not understand**
- Ask relevant questions**
- Answer questions posed by the instructor**
- Make a written record**

# Cornell Notetaking

## What are the steps to taking Cornell Notes?

- **S**et up your page
  - ▢ Draw your margins
  - ▢ Label clearly
- **T**ake notes
  - ▢ Use your best strategies
- **A**ctively listen, analyze, ask questions
- **R**evise, review, reflect
  - ▢ Look over notes and highlight, edit, or add info
  - ▢ Write your questions and reflection

# Cornell Notetaking

**Why will you  
take  
notes?**

- **because they are worth something in class**
- **because they are able to use them on exams**
- **because notes will become habit**