

# Note Taking: Cornell Method

Academic Success Center

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Recall Column	Note-Taking Column
<p>Use this side to:</p> <ul style="list-style-type: none"><li>(a) Identify places to revisit, gaps where you need clarification or questions you have from the lecture.</li><li>(b) Create questions to study from (based on the information to the right)</li><li>(c) Highlight keywords</li><li>(d) Make connections to other material either from your experience or from the textbook.</li><li>(e) Reduce ideas and facts to concise summaries and important topics.</li></ul>	<ul style="list-style-type: none"><li>1. <b>Record:</b> During the lecture, use the note taking column to record the lecture using telegraphic sentences.</li><li>2. <b>Questions:</b> As soon after class as possible, formulate questions based on the notes in the right- hand column. Writing questions helps to clarify meaning, reveal relationships, establish continuity, and strengthen memory. Also, the writing of questions sets up a perfect stage for exam-studying later.</li><li>3. <b>Recite:</b> cover the note-taking column with a sheet of paper. Then, looking at the question or cue- words in the question and cue column only, say aloud, in your own words, the answers to the questions, fact, or ideas indicated by the cue-words.</li><li>4. <b>Reflect:</b> reflect on the material by asking yourself questions. For example: “What’s the significance of these facts? What principles are they based on? How can I apply them? How do they fit in with what I already know? What’s beyond them?”</li><li>5. <b>Review:</b> spend at least ten minutes every week reviewing all your previous notes. If you do, you’ll retain a great deal for current use, as well as, for the exam.</li></ul>
<p><b>Summary</b></p> <p>After class, use this space at the bottom of each page to summarize the notes on that page.</p>	