

1 Plus 3 Note-Taking Method

This method of note-taking is well suited to any course that requires you to review

the material multiple times because the information is difficult and/or unfamiliar.

Taking notes in class.

Format	During Class	After Class	Why Use It
<p>Write your notes on one side of the notebook. Use only the right hand sheet OR the left hand sheet, it is your choice. But once you decide be consistent.</p>	<p>Take your notes in any way that you want. You can use paragraphs, lists, bullets, outlines or any other format that is comfortable for you to take comprehensive notes.</p>	<p>Reread your notes. They will be on the left OR the right page. On the opposite page of your notes, divide the blank page into 3 sections as illustrated below. Draw a horizontal line 5 inches up from the bottom. In the large section above the line, draw a vertical line slightly to the left of the middle.</p> <div data-bbox="569 759 800 1018" style="text-align: center;"> </div> <p>First, in section A write key terms or concepts.</p> <p>Then, in section B create a graphic organizer to visually represent the key terms or concepts.</p> <p>Finally, in section C write test questions that you think your professor will ask.</p> <p>You can accomplish this during one sitting or a different sitting for each section, whichever way will get you to review multiple times. Then review weekly.</p>	<ol style="list-style-type: none"> 1. This note-taking method requires you to review multiple times thus distributing the learning over time. 2. The 3 sections require you to not only recognize the information but to identify the important material, restructure it and then, to anticipate test questions.