

# The Cornell Note-taking System

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<p>2 1/2 “</p> <p>←-----→</p> <p><b><u>Topic Column</u></b></p> <ol style="list-style-type: none"><li>1. Write down the main idea or topic you are reading about</li><li>2. In textbooks the headings are usually the main idea</li><li>3. Include vocabulary words to define and important people to identify</li></ol>	<p>6”</p> <p>←-----→</p> <p><b><u>Notetaking Column</u></b></p> <ol style="list-style-type: none"><li>1. <b>Record:</b> information that is related to main idea, definitions of vocabulary words, descriptions of key individuals</li><li>2. <b>Questions:</b> as you take notes, mark individuals, words, definitions that you are unclear about or have questions you need clarified.</li><li>3. <b>Recite:</b> Cover the notetaking column by folding it over so only the topics are visible. Quiz yourself or have a parent or friend quiz you using your notes. As you master topics put a check next to them so you know that this is information you don't need to continue to study. Focus on terms and ideas that you haven't mastered.</li><li>4. <b>Review:</b> Spend 10 minutes a night studying and reviewing previous notes for the chapter or topic currently being learned. This is a great way to study for chapter tests.</li></ol>
<p>↑</p> <p>2”</p> <p>↓</p>	<p><b><u>Summary/Question/Reflection</u></b></p> <p>You will use this space to summarize the section, answer a question from your teacher or write a reflection on a specific topic from your notes.</p>