NOTE-MAKING
&
NOTE-TAKING
Note making helps you organise your ideas and keep you focussed on your reading.

Note taking is the practice of writing down pieces of information in a systematic way.
Uses of Notes

- An important aspect of studying
- Notes are effective study tools
  Helps to
- Highlight key points
- Identify relevant supporting details such as examples, explanations, diagrams and other material
- Separate key points from supporting details
NOTES CAN BE TAKEN

WHILE

- Attending lectures
- Participating in tutorials
- Participating in a classroom activity
- Doing laboratory practicals
- Reading a hard-copy
- Browsing the internet
WHO CAN MAKE GOOD NOTES

- An Active Learner with Effective Listening Skills
LINEAR NOTES

- Taking notes in a linear or sequential fashion
- Wide left-hand margin to add material at a later date
- Approximately one third of your page blank to add material either during the lecture or when reviewing the notes or when doing other research
A. TOPIC IDEA
- Key point
  - supporting point
  - supporting point
  - supporting point
- Key point
  - supporting point
  - supporting point

B. TOPIC IDEA