

Cornell Note-Taking Method

Divide your note paper into three sections before class.

- Draw a dark horizontal line about 5 or 6 lines from the bottom. Use a heavy magic marker or dark pen to draw the line so that it is clear.
- Draw a dark vertical line about 2 inches from the left side of the paper from the top to the horizontal line.

Document

- Write course name, date, and topic of the class (chapter, theme, etc.) at the top of each page.

Write notes.

- The large box to the right is for writing notes.
- Skip a line between ideas and topics.

Don't use complete sentences. Use abbreviations, whenever possible. Develop a shorthand of your own, such as using "&" for the word "and."

Review and clarify.

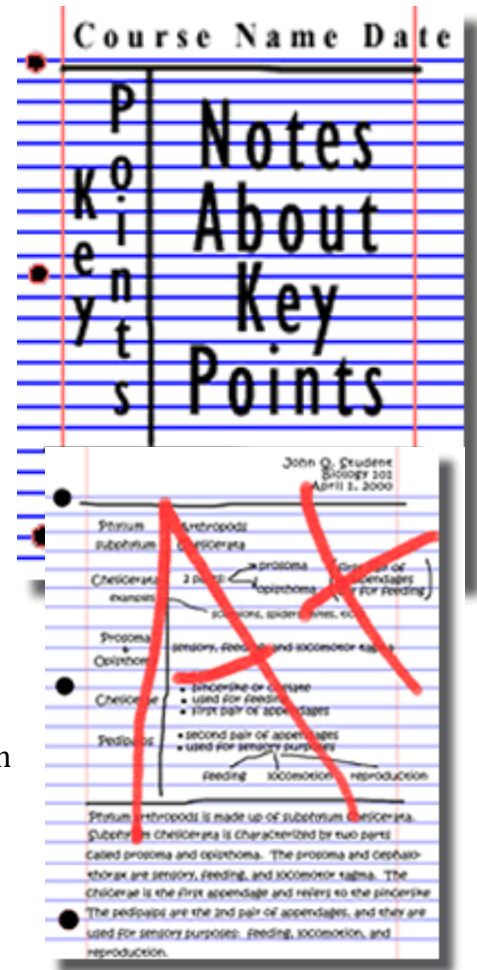
- Review the notes as soon as possible after class.
- Pull out main ideas, key points, dates, and people, and write these in the left column.

Summarize.

- Write a summary of the main ideas in the bottom section of each page.

Study your notes.

- Re-read your notes in the right column.
- Spend most of your time studying the ideas in the left column and the summary at the bottom. These are the most important ideas and will probably include most of the information that you will be tested on.



Samples

Class Notes / Learning Log / Textbook Notes

Topic: **The World of Physical Science, Chapter 1 pgs. 4-33**

Name: Sam Spade
 Class: Physical Science
 Period: 1
 Date: 8/30/09

Physical Science	Study of matter and energy, often divided into two categories, chemistry and physics.
Describe Physical Science as the study of energy and matter	Everything is made of matter. All matter has energy. There are many types of energy. Chemistry = Study forms of matter & how they interact. Properties, structure of matter & how they are affected by changes in temperature & pressure. Physics = How energy affects matter, different forms of energy.
Explain the role of physical science in the world around you	Astronomy = Planet composition, light given off by stars, motion of galaxies. Meteorology = Movement of masses of air, weather patterns, composition of atmosphere. Botany = Study of plants, CO ₂ & H ₂ O, Food Geology = Earthquake waves, rock composition. Oceanography = Explain waves, currents, chemistry of ocean H ₂ O. Ecology = Explain nitrogen cycle, energy transformations/ organisms in food chain. Biology = How body systems work.
Name some careers that rely on Physical Science	Auto mechanic, researcher, photographer, medicine development, chief, architect, pharmacist, firefighter, engineer, construction, optician, pilot, electrician, computer technician.

Cornell Notes

Name
 Date
 Class
 Period

<ul style="list-style-type: none"> • Main Idea • Key Question (after notes are completed) 	<ul style="list-style-type: none"> • Key words & ideas • Important dates/people/places • Repeated/Stressed Info • Ideas/brainstorming written on board / overhead projector • Info from textbook/stories • Diagrams & Pictures • Formulas
<hr style="border: 1px solid black;"/> Summary of your notes in your own words	

Material used in this handout was taken in part from resources at Penn State Mont Alto's Academic Support Center. For more assistance with note-taking skills and other study strategies, please contact Mount St. Mary's University Learning Services at 301-447-5006.