

NOTE TAKING SAMPLE: TWO-COLUMN NOTE FORMAT

Keyword or Topic	Resource Used
Chocolate	(World Book v. 3 pp. 518-519)
Cacao tree	<ul style="list-style-type: none"> ~ tropical tree (approx. 25 ft. high) ~ 20° N + S of equator ~ produces leaves, fruit, flowers all year ~ flower clusters → pods of cacao beans ~ ripe pods - red, yellow, golden, pale green or. combo. ~ 20 - 40 almond-shaped beans / pod
Harvesting	<ul style="list-style-type: none"> ~ cut by hand / knife or machette ~ beans scooped out + piled under banana leaves or burlap → FERMENTATION (7-10 days) ~ dried in sun or artificial heat ~ bagged + shipped to food producers, etc.
Manufacturing (milk choc.)	<ul style="list-style-type: none"> ~ Choc. liquor + milk solids + sugar + extra cocoa butter - MIX WELL ~ Pass thru steel roller - SHEARED + RUBBED to smooth paste ~ Pass thru "conches" (stone rolling machines) 72 hrs to smooth + develop flavour ~ sold as bars or coating for candy
Types	<ul style="list-style-type: none"> • Baking Choc. - bitter, unsweetened <ul style="list-style-type: none"> - common form of <u>choc. liquor</u> • Cocoa <ul style="list-style-type: none"> - ground, powdered, reddish-brown - all choc. liquor pressed out.

Point Form Notes
Abbreviations / Symbols, etc.