NOTE TAKING SAMPLE: “NOTE CARD” FORMAT

Notes are to be written in point form. Pick out the main ideas. No complete sentences. Use abbreviations, symbols and even drawings to explain an idea.

USE YOUR OWN WORDS!

For writing essays: You can group information from a variety of resources by topic or main idea. When information is organized, each main idea then becomes the subject for the paragraphs in your essay.

For test reviews: Write the keyword, topic or question on the other side of the card and you can use them as flashcards for study purposes.