

Cornell Notes

Textbook chapter and title: _____

Study Guide:

In this column, condense the notes that you took from your textbook, essentially creating a study guide for future use. Carry over the headings you used in the record column to serve as a topical guide during your studying; then write brief study questions or keywords to answer or define during your studying.

What you should include in this column:

- Main Ideas
- Vocabulary
- Questions
- Key Points
- Time references
- Diagrams
- Prompts to help you study

Outlined Notes:

Record important information that you will need to know for assignments or tests in the larger, right-hand column. Use headings to separate different ideas and to keep your notes organized. Avoid recording your notes word for word and using words or phrases that will lose their meaning over time.

Here are some tips:

- Take sufficient notes with selective (not too much verbiage), accurate paraphrasing, and abbreviations
- Use headings to keep your notes organized
- Use bulleted lists and lettered/numerated listings
- Include diagrams or tables if needed for clarification

Example Outline:

A. Heading

1. Important detail
 - a. Supporting detail
 - b. Supporting detail

B. Heading

1. Important detail
 - a. Supporting detail
 - b. Supporting detail

Summary:

In your own words and in complete sentences, write a 5-6 sentence summary paragraph. Your summary should cover the main concepts of the notes, be accurate, and have adequate details.