

Student Success Skills for Polar Bears

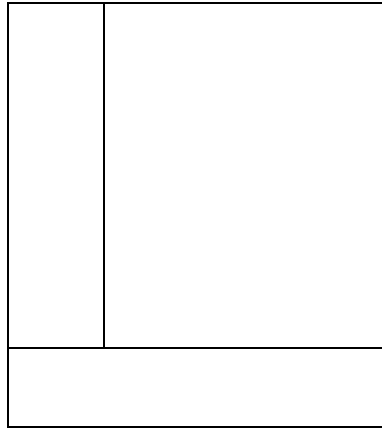
Taking clear and effective notes is an important skill for all students. Let's take a look at 3 popular note-taking systems:

- ◁ Outlining records content as well as relationships.
 - Place major points farthest to the left.
 - Indent each more specific point to the right.
 - Levels of importance will be indicated by distance away from the major point.
- ◁ It is easy to review by turning main points into questions.
- ◁ This system can be difficult to use during a fast lecture, but can be helpful for reading a text when there is enough



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Contact Tina Chong
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- < The Cornell method provides a systematic format for condensing and organizing notes without laborious recopying.
- < Use only one side of your paper and draw a vertical line a few inches from the left side of the paper and a horizontal line a few inches up from the bottom of the page. [Print out a template!](#)



- < Use the right side of the page to
 - put down simple notes throughout the reading or during class.
 - Before you move to a new point, skip a few lines.
- < Use the left-hand margin to
 - annotate your notes indicating key terms, concepts, dates.
 - Put down question marks to indicate that you should do further investigation on this section, either on your own or by going to office hours.
- < Use the bottom margin to
 - write a summary of each page of notes.
 - briefly state the relationship between that page's key concepts.
- < To review, cover your notes on the right side with a card, leaving the cues (left margin) exposed. Say as much as you can of the material underneath the card. Highlight any concepts you didn't know and kn



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