HOW TO TAKE GREAT NOTES

If you struggle to keep up with taking notes in your classes, this resource is for you! Check out the following methods to enhance your note-taking skills.

Get Organized	Are you taking more than one class this semester? Try to keep all of your notes together for each class so they are easier to find when it's time to study!
Pick Your Materials	Research shows that writing notes by hand can improve memory when writing down information. Also, keep in mind some professors may not allow you to use a laptop or tablet in class, so remember to check the syllabus before your first day.
Label Your Pages	Write the date, class/teacher, title, or anything significant mentioned in class. If you have loose-leaf paper, writing page numbers for your notes will save you time in case your notes get separated!
Use Space Meaningfully	Organize your notes so you are utilizing all available space and it will be easy to find what you're looking for. Use abbreviations or shorthand phrases to maximize any space. (ex: w/o for without)
Get Creative	Use arrows, circles, stars, drawings, and colors to make your notes more fun! Adding creative elements to your notes can help you remember concepts better!
Write Down Questions	While you're taking notes, make sure to write down any questions you have about the material or for your professor. Questions could relate to an upcoming assignment or a key concept.
Choose a Note-taking Strategy	Establish a note-taking strategy to keep your notes organized in a meaningful way. (ex: the Cornell method, the outline method, etc.)