



Effective Note Taking

There are many effective methods for note taking. Among the most useful methods used by successful medical students is the *Cornell Note Taking Method* (see back for sample layout).

Preparation:

- *Use a large, loose-leaf notebook.* Use only one side of the paper. Keep your packets in this notebook
- *Make about a 2-inch margin on the left.* Notes will be taken to the right of this margin during the lecture.
- *The bottom of the page* can be used to sum up each page in a sentence or two.

During the lecture:

- *Remember to date and number* each page.
- *Record as many meaningful facts and ideas* as you can.
- *Add cross-references* (texts, handouts, etc. with page numbers).
- *Leave blank spaces as you write* (add diagrams and explanations later).
- *Use abbreviations* to help with speed.
- *If you miss a part, mark it* and try to fill in the answer as soon as the lecture is over (ask classmates or professor).

Following the lecture:

- *Summarize facts and ideas concisely* in the 2-inch cue column. Include key words, diagrams and questions that give you the idea of the lecture. *This summary can be used as a very effective method of review.*

Cornell Note Taking Format

Memory Margin	Class Notes
Overall Summary	