

# How to Effectively Take Notes



## Lead

Set yourself up for success by finishing your readings and bringing your materials to class.



## Ideas

Filter out the conversation by taking notes on the main ideas, add supporting details if necessary.



## Summarize

Use your own words when you write a summary but do look to your notes for clarification.



## Talk

Discuss the lecture materials with your professor or a friend to solidify your understanding.



## Why Do We Take Notes?

Taking good notes during class will help you with your comprehension and retention of the materials!

