Cornell Note-taking Method

2.5 inches

6 inches

Cues:
- Main Ideas
- Questions based on notes and that connect the main points
- Diagrams
- Prompts for recall

Class Notes:
Record using:
- Concise sentences
- Shorthand symbols
- Abbreviations
- Lists

Steps:
1. During class take notes on the right hand side (in the 6 inch margin)
2. After class (as soon as possible), record the main ideas, formulate questions based on your notes, draw diagrams, and list prompts for recall on the left hand side (in the 2.5 inch margin)
3. When studying, cover the right hand side and use the cues from left hand side as a study guide. Use the main idea and fill in the information around it. Answer the questions. Use the diagrams and the prompts to recall the information.
4. Reflect on the significance of the material, asking questions such as: “what’s significant about this material?” “How can I apply/use this information?” “How does this fit in with what I already know?”
5. Spend time reviewing the material at least once a week, reviewing all previous material.

Adapted from Cornell University (http://lsc.cornell.edu/study-skills/cornell-note-taking-system/) and “Geek to Live: Take study-worthy lecture notes” (http://lifehacker.com/202418/geek-to-live--take-study-worthy-lecture-notes)