

Name: \_\_\_\_\_  
Date: \_\_\_\_\_

## Cornell Note Taking Strategy for Reading

When reading often times "word sliding" occurs. The words are physically read but when asked about the information contained in the reading, students often say they do not know. The Cornell note taking strategy is designed to help you to get out of the "word sliding" habit and get into the "Thinking While Reading" habit.

### Set up:

You can use a regular piece of notebook paper or the template provided. You will need to draw a line making 2 columns on the paper in any case. The left hand column should be about two and a half inches and the second column should be the remainder of the width of the page. The first column should have the title of Questions Answered By Notes and the wider column should have the title Notes. See sample table below.

Questions answered by notes	Notes

Leave a few lines at the bottom of the page for summary.

### While Reading

As you read the assigned section take notes on important info you come across. Here's a news flash - not all of it is important. How do you know what to write down? Here are some things you should begin your note taking with:

- a. bold, underlined or italicized words
- b. Information in boxes or with a symbol next to it.
- c. Headers, sub-headers on the page (they are usually in a different color)
- d. Information that is repeated
- e. Quotes, examples, or details you could use later in a paper or presentation
- f. Pictures or diagrams

### After Reading

After you have taken notes on the whole section, come up with questions based on the notes you wrote in the right hand column. You do not have to answer the questions because the answer will be in the right hand column. Writing questions helps clarify meanings, reveals relationships, establishes continuity and strengthens memory. You

should have one question for each section of the reading with a blue heading

At the bottom of each page of notes in the extra space you needed to leave write a sentence or 2 that summarizes all the notes on the page

**Bonus: Built in Study Guide**

When you are studying your notes you can use your Cornell strategy in 2 ways.

- a. Learn the notes in the Note column in small sections. Use flash cards, look for connections, highlight vocab. Learning a few smaller section that focus on a couple of topics a day will make learning all the notes much easier to memorize. Review your notes everyday for at least 10 minutes. Make sure you look over all of the notes at least twice a week.
- b. Cover up the note-taking column with a sheet of paper. Then looking at the questions in the left column, say aloud, in your own words, the answers to the questions.

Cornell Note-Taking

Name:

Date:

Section:

Questions  
Answered by  
Notes

Notes

Summary of This Page of Notes (1-2 original sentences)