

# Note Taking

Social Studies Skill

A large, dark blue, diagonal shape that starts from the bottom left corner and extends towards the top right corner, covering the lower half of the page.

# Why is Note taking important?

- Applied in all aspects of life: Useful in school, home, community, and University
- Remembering important / key information
- Allows the ability to summarise information
- Organises your information
- Allows you to focus and concentrate on the information
- Deepens your understanding on the topic

# Steps to improve note taking

- Active Concentration / Active Listening
- Key information - important info, key facts
- Summarising
- Use of symbols and abbreviations
- Use of colours

# 5 R's

**Record:** Important information - link to theme/topic

**Reduce:** Summarise the information

**Recite:** Use summarised info to remember information

**Review:** Check if your notes makes sense/ proofread

**Reflect:** Thinking about your own opinions and ideas on the theme/topic - ability to raise questions.

# Reading strategies improve note taking skills

## Strategies of Good Readers

Good readers will:

- Re-read
- Read forwards and backwards for comprehension
- Self-correct
- Attack new/unfamiliar vocab
- Read everything on the page
- Visualise as they read
- Re-establish concentration if it is lost
- Use headings, sub-headings, titles, captions, graphics etc
- Ask questions of the text
- Notice/pay attention to words in bold, italics, capitals, underlining
- Skim and scan
- Read at different speeds
- Activate prior knowledge and put this on hold if need be
- Make predictions
- Take breaks
- Make notes/annotations
- Continue reading – persevere – they don't give up

# Listening and Note taking skill

<https://www.youtube.com/watch?v=3kxF1-jkz-U>