



# Taking Cornell Notes—Some Tips

Level 2: sort, infer, analyze, sequence, organize, solve, explain, compare, contrast, classify, isolate, characterize, make analogies.

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

Level 3: conclude, criticize, reorganize, justify, judge, evaluate, estimate, predict, speculate, make a model, extrapolate, apply a principle, interpret, hypothesize, if/then

Class: \_\_\_\_\_

Period: \_\_\_\_\_ Date: \_\_\_\_\_

## Topic Note-taking Strategies

### Study/Review Questions

*How can you use the speaker's style to identify important points?*

*Become familiar with the speaker's style.*

*Listen for important points that might be emphasized when the speaker:*

- Pauses or slows down
- Repeats a point
- Modulates the volume of her/his voice
- Uses introductory phrases (e.g., "The four main points are" or "Note the relationship")
- Writes on the board
- Gestures or uses visual aids

*Write only the important ideas such as name, examples, terms, definitions, effects, evaluations, cross references; make it brief, but clear. Use abbreviations for familiar words.*

*How can you keep up with the speaker?*

*Speaker says: "An altitude of a triangle is the perpendicular segment from a vertex to the opposite side or the line that contains the opposite side. An altitude can lie inside, on, or outside the triangle."*

*Notes say: Altitude of  $\Delta$  is  $\perp$  from vertex to opp side or line containing opp side.*

- Can be inside, on or outside  $\Delta$

*How should you use your notes to review?*

*Use notes to review:*

- Develop study questions and identify the main ideas.
- Fill in details for clarity.
- Look up and add to the definitions of new words/terminology.
- Identify information that is unclear and/or questions that need to be answered; write and mark them so they can be easily found; get answers to the questions from other students and/or the speaker.
- Add symbols to highlight important ideas and key words.
- Delete irrelevant information.
- Review the overall organization of the material; add symbols to make the organization clear or rewrite for clarity as needed.
- Write a summary of the significant ideas.

### Connections, Summary, Reflection, Analysis:

*Three important note-taking strategies are reviewed in the notes. Identifying important points and main ideas, using abbreviations to paraphrase information provided during the class and the use of notes for review are outlined. The important cues in identifying main points and the use of questions to help with review are particularly helpful strategies as is the writing of summaries.*

# Common Math Abbreviations

Name \_\_\_\_\_ Date \_\_\_\_\_ Period \_\_\_\_\_

## Common Short Cuts For Note-taking—Abbreviations/Acronyms

|                |                            |                            |               |
|----------------|----------------------------|----------------------------|---------------|
| For            | 4                          | Factorial                  | !             |
| To             | 2                          | Difference/change          | $\Delta$      |
| With           | w                          | Therefore                  | $\therefore$  |
| Without        | w/o                        | Perpendicular              | $\perp$       |
| Within         | w/i                        | Mean                       | $\mu$         |
| And            | & or +                     | Pi                         | $\pi$         |
| Minus          | -                          | Theta – used for angles    | $\theta$      |
| Equal/same     | =                          | Sigma – standard deviation | $\sigma$      |
| Not equal      | $\neq$                     | Infinity                   | $\infty$      |
| School         | sch                        | Union                      | $\cup$        |
| No/not ever    | $\emptyset$                | Intersection               | $\cap$        |
| Part           | prt                        | Then – implies             | $\rightarrow$ |
| Point          | pt                         | Empty set                  | $\emptyset$   |
| Be             | b                          | Sum/summation              | $\Sigma$      |
| Between        | b/w                        | Similar                    | $\sim$        |
| Reference      | ref                        | Approximately equal        | $\approx$     |
| Symbols        | $> < \geq \leq$            | Congruent                  | $\cong$       |
| If and only if | IFF, $\longleftrightarrow$ | Parallel                   | $\parallel$   |

## Additional Suggestions

- Make names and titles into acronyms after writing them the first time.
- Write first few syllables of long words and complete the word when reviewing notes.
  - coll Collect
  - comm Communicate
- Write words deleting vowels until notes are reviewed.
  - spk Speak
  - commnct Communicate
  - commnty Community

Think of some of your own short cuts.

- |          |           |
|----------|-----------|
| 1. _____ | 6. _____  |
| 2. _____ | 7. _____  |
| 3. _____ | 8. _____  |
| 4. _____ | 9. _____  |
| 5. _____ | 10. _____ |

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## DLIQ Summary

*Include the following in a DLIQ summary:*

- A. What did we *do* in class?
- B. What did we *learn* in class?
- C. What was *interesting* in class?
- D. What *questions* do I have?
- E. Check your summary to be sure the details support the topic and the concept in your notes.

Topic: \_\_\_\_\_  
\_\_\_\_\_

Concept: \_\_\_\_\_  
\_\_\_\_\_

**DLIQ**

D \_\_\_\_\_

L \_\_\_\_\_

I \_\_\_\_\_

Q \_\_\_\_\_

**Write three to five sentences using DLIQ:**