

## How Do I Make Sense of My Notes?

- **Use a three-ring binder** to keep class notes, reading notes, handouts, problem sets, graded work, and review sheets in one place.
- **Sit in the front of the classroom, ask questions, and attend every class.** You'll know what's going on in class, and your notes will reflect it!
- **Decide whether to read the course material before or after class.** This decision should be based on your learning style and the relationship between the course material and the lecture.
- **Review your lecture notes before the next class.** This review should include adding information to your notes to help you understand the sections that weren't clear during class. You also need to test yourself by covering up portions of your notes and reciting the information.
- **Use your preferred learning style to make the most of your notes.**
- **If you are a visual learner, add color or highlighting to your notes to mark the important points.** Create diagrams to process how ideas relate to one another.

If you are a visual learner, you may want to read or skim the course material before going to class, especially if the professor discusses the reading in the class.

- **Take your OWN notes** even if the professor distributes notes or if you are tape recording the class. Writing down information keeps you involved in the lecture. While taking notes, add your reactions to the ideas presented in class. Note possible exam questions.
- **If you are an auditory learner, read your notes aloud.** Explain your notes to a study partner, tutor, or study group.
- **If you are a kinesthetic learner, someone who learns by doing— you may want to rewrite your notes integrating ideas as you go.**
- **Use your notes to create review sheets for the next exam.**

- **Leave space at the top of each set of notes to write a brief summary.** This statement becomes your "label" for storing the information in your long-term memory. Write main ideas at the left hand margin. Indent to record details and examples.
- **Take class notes on the right-hand side of your binder.** Save the left-hand page for reading notes and for sessions with your professor, SI group, SI leader, tutor, or study group.

Example of an Effective Notebook System:

