NOTE TAKING

Useful for helping you to turn a piece of text (books, web sites, magazine articles, course notes, etc) into your own words or as a revision method. Use this routine each time you read a different piece of text.

READ

The text [paragraph / web page / chapter/ magazine article, etc].

WRITE

Down the main points and important details.
NOTE MAKING

REVIEW

Re-read to double check that you have got all the main points. Add any points you missed!

REMOVE

The original text from view.

Now write down your version from your notes!

Remember to take a note of the resources you used!