




What is the Cornell note-taking method?

This is an effective method for taking notes during lectures, when reading or preparing for exams. It is named after Cornell University where the system was created.

How does it work?

1. Divide a page into three sections: cues, notes, and summary.
2. Place the cues column on the left-hand section and the notes column on the right-hand section.
3. The summary column is placed at the bottom of the page.

Cornell note-taking method

Title of lesson		Name: Date: Paper:	
Cue column <ul style="list-style-type: none">• Most important information• Headings• Topics	Notes column <ol style="list-style-type: none">1. Record: During the lecture, use the note-taking column to record the lecture using short sentences.2. Questions: After class, formulate questions based on the notes in the note-taking column. Writing questions helps to clarify meanings, reveal relationships, establish continuity, and strengthen memory. Also, the writing of questions sets up a perfect stage for exam-studying later.3. Recite: Cover the note-taking column with a sheet of paper. Then, looking at the questions or cue-words in the questions and cue column only, say aloud, in your own words, the answers to the questions, facts, or ideas indicated by the cue-words.4. Reflect: Reflect on the material by asking yourself questions, for example: "What's the significance of these facts?", "What principle are they based on?", "How can I apply them?", "How do they fit in with what I already know? What's beyond them?"5. Review: Spend at least ten minutes every week reviewing all your previous notes. If you do, you'll retain a great deal for current use, as well as, for the exam.		
 1/3		 2/3	
 +/- 8cm		Summary <p>After class, use this space at the bottom of each page to summarise the notes on that page.</p>	