**Taking Notes**

**Class Discussion:**

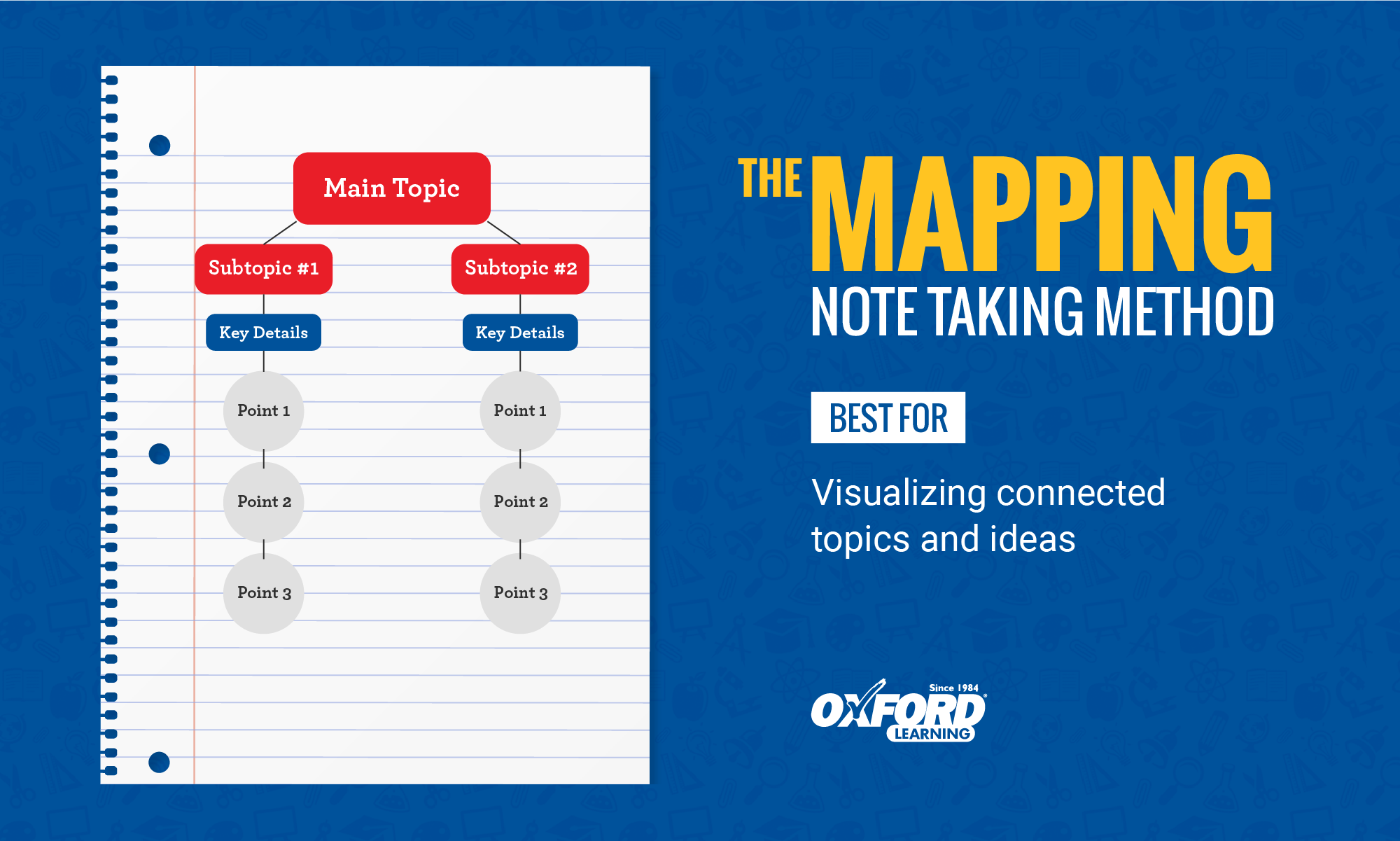
* Why is taking notes important?
* How can they help you study?
* Do they give you good grades?

Taking notes are a vital part of education. Notes help you learn and study new material. When you take clear and organized notes, you are actively listening, thinking about what you are writing, making connections between topics, and creating review materials for after class. This means that you remember information for longer and do better on tests!

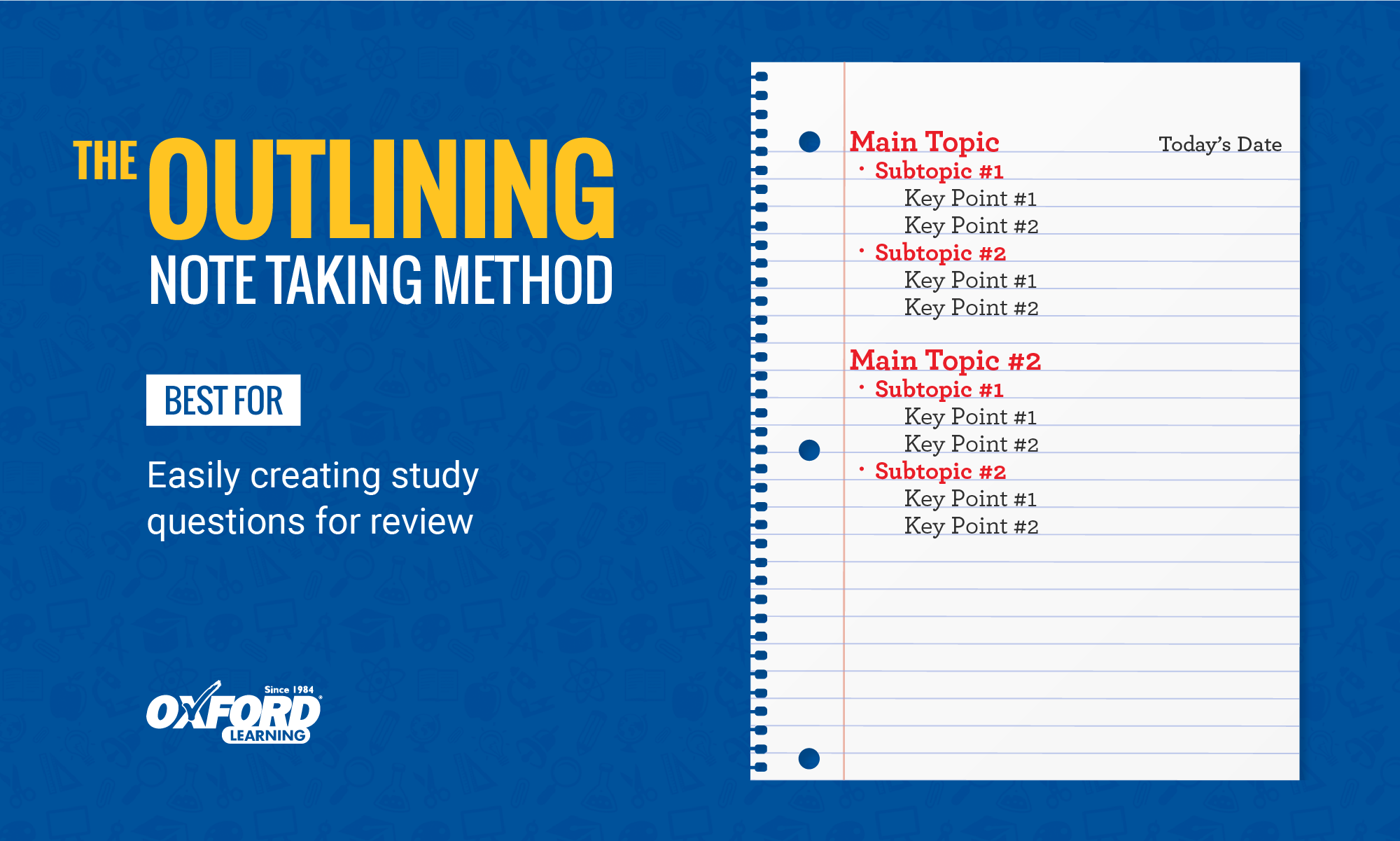
Notes are used during a class lecture, homework readings, and videos. Notes help remind you of what the content and material is that you have already learned.

**Types of Notes**

* The Mapping Method
  + Creates visual relationships between topics
  + How to use the Mapping Method:
    - Begin with the main topic as the top bubble
    - Branch off with the "Subtopics"
    - Write important details under each subtopic



* The Outlining Method
  + Uses headings and bullet points to organize
  + Creates neat and organized notes
  + Each section starts with a main idea and the bullet points below it are details and supporting information
  + Can be used to make study questions easily
  + How to use the Outlining Method:
    - Make a "Header" with the main topic
    - Make each subtopic its own bullet point
    - Indent (the subtopic details) additional information below the bullet point



* The Charting Method
  + Uses columns to organize
  + Great for lots of facts
  + Highlights key pieces of information
  + How to use the Charting Method:
    - Divide your paper into columns by category
    - Make a "topic" for each column
    - Write specific details under each topic



**Things to use when taking notes:**

* Don't copy word-for-word! Use your own words.
* Use a pen and paper OR a note-taking app.
* Break notes into sections.
* Write neatly or format clearly when typing.
* Use abbreviations.
* Take advantage of bullet points.
* Try different colors of highlighters/pens.
* Write questions for topics you don't understand.

Information adapted from: [How to Take Study Notes](https://www.oxfordlearning.com/5-effective-note-taking-methods/)(Video also available)

**Watch the videos:**

* ["How I take notes"](https://www.youtube.com/watch?v=njstk6xlrh0)
* ["How to take efficient and neat notes"](https://www.youtube.com/watch?v=m5cQ5bWLi2A)

We are going to try the method in the first video, "How I Take Notes."

* First, read the short article: [Old Bones Are Found](https://www.newsinlevels.com/products/old-bones-are-found-level-3/)
* Second, summarize the article (take notes! no need for paragraphs).
* Third, watch the video below the article: [Old Bones Are Found Video](https://youtu.be/R2r9xjhFOz0)
* Take a 10 minute break: Stretch, use the bathroom, have a snack, etc.
* Come back to your notes and read them.
* Answer the questions:
  + What type of notes did you take? Mapping, Outlining, or Charting?
  + Do they make sense? Do you understand them?
  + Are they neat?
  + If you had a test on the article and video, is there enough information to study?

**Attach your notes and the answers to the questions above to this assignment.**