



Using the Cornell Method

1. Format your paper similar to the chart below.
2. Take notes in the note taking section, leaving the cue column blank
3. While rereading and revising your notes, write cues in order to make your notes easier to read
4. Sum up the notes on each page in one or two sentences in the summary area.

<u>Cue Column</u>	<u>Notes</u>
<p>A “cue” can be many things, but they commonly fall into one of these categories:</p> <ul style="list-style-type: none"> a) Questions b) Categories c) Vocabulary 	<ol style="list-style-type: none"> 1. Record: During the lecture, use the note taking column to record the lecture using telegraphic sentences. 2. Questions: As soon after class as possible, formulate questions based on the notes in the left hand column (cue 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 question 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.
<u>Summary</u>	
<p>After class, use this space at the bottom of each page to summarize the notes on that page.</p>	