

Cornell Notes Instructions

Introduction:

The Cornell method of note taking offers more organized notes. It allows a quick way to identify key words and key concepts from the notes. The notes can easily be used as a study guide for exam preparation.

Instructions:

- Put the page number at the top, outside corner of each page in your Earth Science Notebook.
- On each right page in your Notebook starting on page 11, measure 1 ¼ inches right from the red line on the left side of the page and draw a straight, vertical line down the page to about 1 ½ inches from the bottom. This is your "Keyword Column" area, (see example below).
- Next, draw a straight, horizontal line at the 1 ½ inch mark from the bottom of the page all the way to the end of the right side of the page. This space is known as your "Summary" area.
- The remaining large area is known as the "Note-Taking Area."
- The Note-Taking area is the area where all class notes are written.
- The Keyword and Questions area is where you write important words from the notes, such as bold words or vocabs. Also included in this area is where valid questions are written about important information on this page of notes.
- Last is the Summary area. Here is where you summarize or encapsulate the note material on each page for quick reference by writing a few sentences.
- Each left page of your Notebook is reserved for drawings and any legitimate topic information you might have on the class notes.

Example:

