Label In The Margin
Record

- Get out your paper and pen.
- Listen Carefully.
- Write important information in the shortest form.
Read over your notes.
Write QUESTIONS in margin.
Recite

- Cover your notes.
- Use the labels as cues.
- Say the answer out loud in your own words.
Reflect

- Think about the lecture.
- Begin to organize your notes.
- Make it personal.
- Make a mnemonic device.
Review

- Self test yourself.
- Review ten minutes after you finish going over your notes.
Summarize

- Put together information.
- Write a short summary at the bottom of your notes.