THE CORNELL NOTE-TAKING SYSTEM

Knowing which study methods use to achieve the most of and absorb knowledge is a frequent doubt among students of the most diverse levels, whether in classes at colleges or schools or a lecture, that is, even reading a book.

What many don't know is that a North American university professor in 1940 developed a form of annotation superior to the others, because it is more efficient, more productive, and quite easy to achieve. This technique is known as Cornell Note Taking. This annotation technique consists of:

- Separate the sheet intended for annotation into three blocks: Two columns at the top of the page, and a column at the bottom of the sheet.

- The right side column must be twice the size of the left side column. It must be aimed at the main ideas of the topic being transmitted. It should contain sentences, drawings, questions, etc., everything that is substantial for the understanding of the subject.

- The left column should be for keywords and brief comments. It should be used after the lesson or reading is finished and serves as a reminder in a few words of the main subject.

- The third column is at the bottom of the sheet. It should contain 5 to 10 lines, whose space is intended to summarize the subject.

  Below is an example of how to perform column separation:

At last, the final tips are: must review your notes several times; Correct and update the notes whenever necessary; Always after class, formulate questions based on the notes and recite the information.

Attention! The following template is attached for you use.

Good Studies!