

Monday's Pete's Lesson

15/09/25

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Main thing: Do not record the lesson as note

Be prepared

- Read ahead
- Be familiar with topic
- Catch up on missed material
- Be ready

Digital

- Can't write
- Can't write without looking or thinking about
- Use 21st century technology
 - Notes
 - Photos
 - Typing

Avoid Distractions

- Don't doodle
- Use Airplane mode

Location, location, location

- Sit near the front
- Avoid noisy students
- Avoid window views
- Sit close enough to read
- Sit close enough to hear
- Sit next to the smart kids

Before the start

- Label the first page
- Time Stamp
- Data & Time & Day of Week
- Course Title
- Lecture Title

Exam Clues

- Material written on Board
- Repetition
- Emphasis
- Key phrases of importance
- Summaries at the end of class

Do Not

- Record Pete's Slides
- Write down everything Pete's says

Outline

- Write down keywords and phrases
- Leave space
- **Highlight**, underline
- ☺ Bullet points
- Expand important

Cornell method

- Split page into three sections
- Complete notes during class

Cornell Notes Again

- Fold to cover notes & summary sections
- Talk out loud about keywords
- Reveal notes verify
- Read summary for quick fix (of knowledge drug)

Mind Maps

- Main concept in centre
- Link ideas outwards
- Add Images Use colour
- Tree structure
- Only works for visual & spatial people
- Mind type specific

All note talking methods

- Need to revisit soon afterward
- Need to restructure

- Need to recreate
- Need to reduce

Teach somebody else, that can improve your own knowledge if you right, if not they just tell you that you are wrong

Pomodoro method

- Plan your Tasks
- 25 minutes work 5 minutes break

Bad Listening Habits

- Labelling subject Dull
- Criticising the speaker
- Over stimulation
- Only listening for fact
- Faking attention
- Tolerating distraction
- Choosing only what's easy
- Letting emotional words affect you

Time warp

- Lecture 100 words/minute
- Brain speed 500 words/minute

Good Listening Habits

- Anticipating the next point

School 3 Rs

- Reading
- Writing

College 5 Rs

- Record
- Reduce
- Recite
- Reflect
- Review

Improve your skills

- Don't swallow everything uncritically
- Don't reject what seems strange or incorrect – check it out

- Improve your note taking skills

Care about posture

- Buy good chair
- Buy good table
- Buy laptop holder