

Topic/Objective: How To Take Notes	Name: Melissa Wood
	Class/Period: Advisory
	Date: 12/3/20

Essential Question: How do I take class notes using this form?

<p>Main Ideas:</p> <p>Why this form</p> <p>How to use</p>	<p>Notes:</p> <ul style="list-style-type: none"> ● Using form → success/ all classes ● ↑ organization ● #1 - File/Make Copy ● Topic = Title of document ● Teacher gives topic & essential question ● Learn w/teacher MI & notes ● No sentences here- key words, phrases, symbols & abbreviations ● Look @ symbols in chart ● Main ideas on left/matching details in notes ● Box gets bigger when I write ● Summary box/Complete Sentences (including proper capitalization & punctuation)
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Summary (complete sentences)
We will be using this form for class every day to stay organized and be successful with learning. We will practice using the form and our teachers will help us learn how to fill out each section.

Note-Taking Symbols & Abbreviation		
+ or & ...and	↑...increase, growth, rise	↓...decrease, decline
→...leads to, results in, cause-effect	= ...means that, equal, same as	/ ...new idea
w/...with	b/c...because	#...number