CUE COLUMN	NOTE-TAKING COLUMN
	Record
	1. During class, take notes here.
Reduce	
2. When class is over,	
write practice test	
questions or key words	
based on your notes in	
the note-taking	
column.	
*** TIP ***	
Writing your own test	
questions is the perfect	
set-up for exam studying	
later! Coming up with	
questions or cues helps	
strengthen memory.	
	Recite
	3. Cover up this column with a sheet of paper. Look at the
	practice test questions in the Cue column. Say aloud, in
	your own words, the answers to these questions.
	your own words, the answers to these questions.
	SUMMARY
Reflection	
4. Summarize and refle	ect upon the material in this section.
Ask yourself:	
- What is the significance	
- How does this fit in with	what I already Know?
- How can I apply this?	
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5. Spend at least ten minutes each week reviewing these notes. Repeated practice will help with send this new information into your long-term memory!

The Cornell Note-taking System, adapted from How to Study in College 7/e by Walter Pauk, 2001 Houghton Mifflin Company http://lsc.cornell.edu/notes.html