



How to Take Notes

According to the science of learning, some of the most commonly used yet least productive learning strategies are underlining and highlighting. A better strategy is taking notes and we have provided you a built-in notetaking system to help you succeed. Here is how to use **TAKE NOTES** while reading **SociologicalYOU**.

Before Reading

Skim the entire chapter for headings, subheadings, and highlighted terms. Type the Learning Objective into your notes.

During Reading

Read the content in the Learning Objective and complete the quiz questions that follow the content.

After Reading

Within **TAKE NOTES** (located at the bottom right side of each SY page), type what you remember about the Learning Objective. Don't worry if you can't remember it all.

Reopen the Learning Objective and check your notes. Correct any mistakes and add any missing information.

Type the blue highlighted terms without the definitions, people, theories, etc., so you can use them to test yourself later as a means of retrieval practice and elaboration.

Add notes about anything that is still fuzzy in your mind and questions to ask your professor during class or by email.

SAVE your document and you can also save it as a Microsoft Word or GoogleDocs document and print your notes. The TAKE NOTES system organizes your notes for easy retrieval. There is a search feature to find information quickly.

