## The Cornell Note-Taking System

<table>
<thead>
<tr>
<th>2.5”</th>
<th>6”</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Cue Column</strong></td>
<td><strong>Note-taking Column</strong></td>
</tr>
</tbody>
</table>

- Use this section to write down questions, or key words that will be helpful when studying.
- Use note-taking column to develop questions.

- **Record**: During lecture, use the note-taking column to record the lecture using telegraphic sentences (concise, 5 words or fewer).
- **Questions**: Formulate questions based on notes in this column, and write them in the cue column.
- **Recite**: Cover the note-taking column with a sheet of paper, and answer the questions or explain key words you wrote in the cue column.
- **Reflect**: Reflect on the material by asking yourself critical questions (located in the cue column).
- **Review**: Spend at least 15 minutes three times per week reviewing your previous notes.

## Summary

- After class, use this space to summarize your notes.

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