**Note-Making Checklist**

Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |
| --- |
| **Key: R:** Rarely **S:** Sometimes  **A:** Always  **NA:** Not Applicable **N:** Never |

**Lecture notes**

|  |  |
| --- | --- |
|  | Jot notes from the board and/or slides |
|  | Ask questions |
|  | Make connections to other topics |
|  | Use lists or webs/maps |

**Notes from readings**

|  |  |
| --- | --- |
|  | Write notes in own words |
|  | Use headings |
|  | Include drawings of a process |
|  | Define new words in own words |
|  | Can illustrate vocabulary |
|  | Ask questions and find answers |
|  | Map key concepts |
|  | Know how to use double-column note-taking |
|  | Can summarize a key section |
|  | Make inferences |
|  |  |