

Taking Class Notes in Outline Form

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Why Do I Have to Take Notes in Class?

One of the most important learning behaviors that effective students perform in an academic class is taking notes. In my years of experience as both a student and teacher, I've found that students who are consistent and effective note takers learn much more and earn higher grades than students who are not good note takers. If your goal is to be a good student and earn a good grade in a course, note taking is critical. In the classes I teach, not taking notes is an almost certain path to a low grade or academic failure.

The task of a student is a challenging one. In a typical high school or college class, a student is often required to understand and remember a lot of information about the subject of the course. This task is made even more demanding when the student is tested on course material that he or she may have read or discussed in class many weeks before the test. Throughout an academic course, in addition to acquiring new information, students are constantly being asked to integrate new information with information learned earlier in the course. And before you know it, the ultimate challenge arrives: the dreaded cumulative final exam that tests the student's knowledge of eighteen weeks or more of assigned reading and instruction!

The reason students need to take notes in their classes is obvious. Most students do not have photographic memories. Students often forget facts and relationships among ideas if they are only exposed to them once. Psychological studies that measure how much information students remember from a class lecture and how long they remember it without taking and studying notes reveal the disappointing limits of human memory. We forget about 50% of what we hear almost immediately. We forget another 25% two months later. What our limited human memory forgets is lost to us unless we preserve it in writing or some other media. Class notes preserve the material to be learned. By doing this they enable us to refresh our memories and relearn knowledge through study. This is one of the most important reasons for taking notes in class. Your class notes should be the first and primary source you use to study for tests.

Additional Benefits of Taking Notes

In addition to preserving information and knowledge for future study, taking notes in class provides some other very valuable benefits. These include:

- Taking notes condenses and organizes the material to be studied. Learning occurs when new information is mentally organized and integrated with what you already know. Note taking helps you to do this.
- Taking notes requires the student to analyze the course content into main ideas, subordinate ideas, and supporting details and examples. Analysis is an important form of studying that leads to learning. Note taking in class begins the learning and remembering processes in class and reduces the difficulty and time needed for studying at home.

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