

The Cornell Note-taking System

University of Wisconsin
Eau Claire

Cue Column

*Write questions or main ideas here.
Complete after lecture.*

Note-taking Column

Take your notes as normal here.

How to use this system:

1. Record: During lecture, record your notes as you normally would in the note-taking column. Nearly any style of note-taking can be used with the Cornell System.
2. Questions: Immediately after lecture is done, formulate questions or main ideas in the cue column. *Do not try to do this while you are taking notes!* Questions and main ideas should capture the most important information on the page and help you clarify meanings, establish connections between concepts, and strengthen memory.
3. Summarize: Create a 1-2 sentence summary of the most important information on the page in the summary section.
4. Recite: As a part of your regular review process, cover the note-taking column with a sheet of paper and review your cue column. Try to answer your questions or elaborate on your main ideas in your own words, aloud, with as much detail as possible.
5. Reflect and Repeat: Think about what was easiest to recite and what was most challenging. Repeat step 4 every week, placing a special emphasis on the most challenging material.

Summary

Write brief summary based on information recorded here. Complete after lecture.