

## Effective notes typically include:

1. Lesson Title / #
  2. Date
  3. Introductory info / definition
  4. Highlight/ star/ underline key words / vocab / headers
  5. box/ circle important groups of info
  6. More than 1 color highlighter used
  7. More than 1 type of 'accent' used (star, underline, highlight, box...)
  8. Bulleted info or lists
  9. No full sentences (except definitions)
  10. # your steps when order is important
  11. dividers between topic changes
  12. examples of a term or method (with examples of what not to do!!)
  13. arrows to connect references
  14. your own thoughts to help understand a concept (link it to you)
  15. Any steps, work, or concepts you know already are skipped (or abbreviated)
- Especially key to Math- 4,6,10,12\*