

Making useful study notes

Why do you need to make notes?

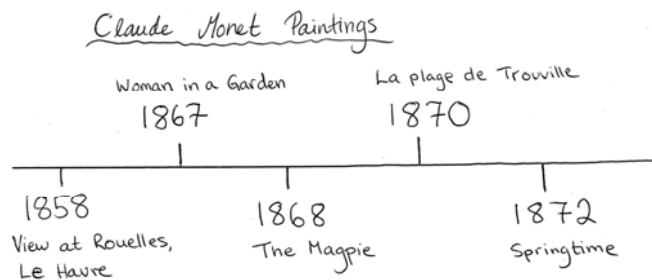
Study notes are a way for you to **summarise** and **synthesise** material that you are learning or collecting for a written assignment. A key point for making notes is that you need to re-write material **in your own words**.

Types of notes: Flowcharts / process notes

Flowcharts and similar process notes can be useful when making notes for certain processes or methods.

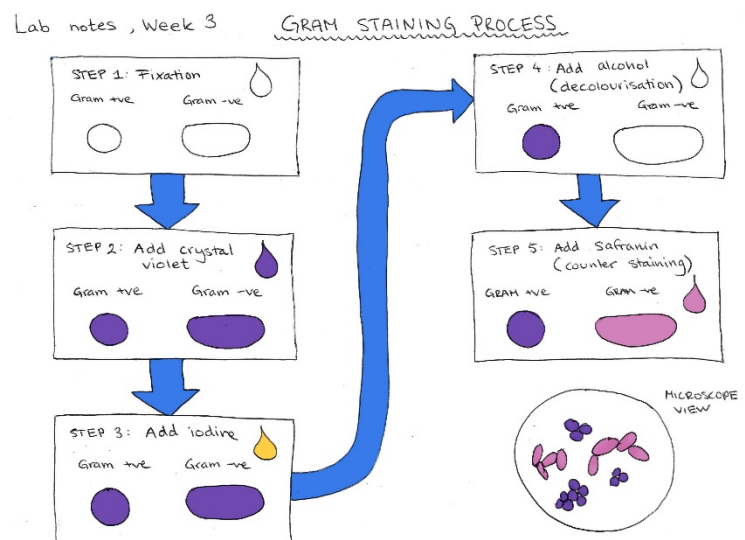
Example 1

Historical timelines



Example 2

Steps in a laboratory method



Example 3

Mind Maps

For more information, visit [Brainstorming: Mind mapping](#)

Types of notes:

Cornell notes

To make Cornell notes, divide the page up into three areas, as shown:

1. A larger **notes column**
2. A smaller **recall column**
3. A **summary section** (at bottom of page)



Notes column:

In the right hand column, write down the bulk of the notes from your lecture or study materials as you are reading your textbook or online materials.

Recall column:

After you finish a chapter/section or study session, note down any questions, key words and main ideas in the recall column.

Summary section:

At the bottom of the page, the summary section is used to summarise all the notes from the page, to make sense of the material and make revision easier.

Using your notes

For study notes, revisit your notes:

- the day after you wrote them,
- the following week,
- at least once the following month.

This helps with your memory, meaning you will be better prepared for your exams!

Tip

If you are making research notes or using multiple different sources, also note down the reference details!