

## Practicing Editing Notes

Students should have a piece of binder paper, a piece of notes from one of their other classes, and pens and highlighters. Students take notes on the steps for editing notes on binder paper. After the discussion of each step. Set up a timer and students edit a piece of notes from one of their content classes. Can give students a copy of this on next page.

1	Create the format: Must have date, period, subject, and topic (E.Q. Later)	2 min
2	Chunk the sections: include Headings or HL or UL existing titles of sections. Draw dashed lines between chunks	1 min
3	Create an outline format or add #'s and bullet points for organized lists	1 min
4	HL or UL vocab terms to potentially memorize	1 min
5	Edits with pen: <ul style="list-style-type: none"><li>• Draw arrows to connect different parts of the notes</li><li>• Descriptions of steps (like in math or science, or translations in FL)</li><li>• Add examples from: other classes, other topics, or personal life</li></ul>	4 min
6	Add questions on the left side. For one page, at least 2 level 1's and 2 level 2's	3 min
7	Write Essential Question at top of notes	1 min
8	Answer questions on the right side in pen	3 min
9	Add "?" marks for items you do not understand, and score yourself with: 1: I'm awesome 2: I think I get it 3: IDK	1 min
10	Write a Summary: First one or two sentences answer E.Q. Then one sentence summarizing each chunk/section in notes. Include examples!	4 min

# Steps for Cornell Notes

*Assuming notes are complete. If not, steal ideas from your classmates.*

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