SSC Note-Taking Examples: Outline Format

Title of Lecture: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_

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| Recall Column  Questions that connect points  Cues  Main ideas  Prompts to help you study  When:  After class  During review | Notes Column  Record the lecture notes here, using:  Concise sentences  Shorthand symbols and abbreviations  Lists  Skip space between points  Example in Outline Format  A. Main Idea  1. Supporting Facts  2. Examples  B. Main Idea  1. Supporting Facts  2. Examples  \*Review these notes right after lecture\*  \*\*Review the previous lecture notes before the next lecture\*\* |
| Summary | Succinct main idea for quick reference |