

AFTER CLASS

- Clear up any questions raised by the lecture by asking either the teacher or classmates.
- Fill in missing points or misunderstood terms from text or other sources.
- Edit your notes, labeling main points, adding recall clues and questions to be answered. Key points in the notes can be highlighted with different colors of ink.
- Make note of your ideas and reflections, keeping them separate from those of the speaker.

PERIODICALLY

- Review your notes: glance at your recall clues and see how much you can remember before rereading the notes.
- Look for the emergence of themes, main concepts, methods of presentation over the course of several lectures.