

# Taking Lecture Notes

1. **Actively listen** - this is the basis of increased comprehension, as well as serving to make the lecture more interesting.
2. **Preview the lecture** - Most instructors will state in their syllabi an outline of the lecture, write an outline on the blackboard, or make introductory comments at the beginning of the lecture.
3. **Note the organization of lecturer** - Pay attention to statements such as “the main point is,” or “note this,” or “the three main assumptions of this theory are.” If the instructor slows down and says something as though he or she thinks it is important, the statement is important
3. **Organize the lecture** - Write down the main ideas and important details.

**Review your notes as soon after the lecture as possible**