

How to take Science notes that help you to learn and remember

Physical Science: Energy

STEP	Purpose & actions
Step 1: Create Format	<p><i>This step allows you to easily find the correct notes when you need them later.</i></p> <ul style="list-style-type: none">• Make a heading - record the topic and the date• Record the Essential Questions
Step 2: Organize Notes	<p><i>This step allows you to take notes quickly, and to easily find the important information in them later.</i></p> <ul style="list-style-type: none">• Record only main ideas, key words, and phrases.• Use abbreviations or symbols when you can• Paraphrase. No need to write in complete sentences. Grammar and spelling are secondary to speed in this case.• Don't crowd notes together. Leave enough space for easy reading later and so that you can add things later• Use indentation to show relationships between main ideas and sub-topics.• Use bullets to create lists and organize notes
Step 3: Revise Notes	<p><i>This step should be carried out 24-48 hours after steps 1 & 2. Doing this step will make the information "stick" better in your memory, and you'll find that you can recall it faster when you need to remember it later.</i></p> <ul style="list-style-type: none">• Number the notes to indicate a new concept, main idea or topic• Circle vocabulary/key terms• Highlight or underline main ideas
Step 4: Summarize	<p><i>This step should be carried out right after step 3. It is a self-test: can you answer the Essential Questions at the top by using the notes you took earlier? Reading the summary later can be a fast way to remember the essential information.</i></p> <ul style="list-style-type: none">• Summarize by writing a few sentences that completely answer the essential question(s).