







Cornell Note-Taking Revision Checklist

Directions: Review and revise notes taken in the right column. Use the symbols below to revise your notes.

COMPLETED	SYMBOL	REVISION
<input type="checkbox"/>	1, 2, 3... A, B, C...	1. Number the notes for each new concept or main idea.
<input type="checkbox"/>	 Key Word	2. Circle vocabulary/key terms in pencil.
<input type="checkbox"/>	 Main Idea	3. Highlight or underline main ideas in pencil.
<input type="checkbox"/>		4. Fill in gaps of missing information and/or reword/rephrase in red.
<input type="checkbox"/>	 Unimportant	5. Delete/cross out unimportant information by drawing a line through it with a red pen.
<input type="checkbox"/>		6. Identify points of confusion to clarify by asking a partner or teacher.
<input type="checkbox"/>		7. Identify information to be used on a test, essay, for tutorial, etc.
<input type="checkbox"/>	Visual/symbol	8. Create a visual/symbol to represent important information to be remembered.