* Take Good Note

**Unit:** 9.1 - Skills Needed for Post-Secondary Success

**Grade Level(s):** All

**Duration:** 40minutes

**Standard:** Academic/ Personal & Social Readiness – Understand

**Ramp-Up Standards:**

**AC. 1:** The student understands the academic knowledge, skills and habits needed for college success and his or her current level of academic readiness.

**PS. 1:** The student understands that goal setting, self-management, persistence, and building positive relationships with peers and adults are essential to college success and knows his or her strengths and weaknesses in these areas.

**Goal:**

Students understand the academic, personal, and social skills necessary for success in high school and postsecondary and work to develop these skills.

**Resources for this Lesson:**

* Online: *Pre and Post-Test* in Naviance Family Connection
* Online: *Note-taking Strategies* *Reflection* in Family Connection
* Power Point: *9th grade Unit 1: Take Good Notes*
* Handouts:
  + SQ3R Method for Reading
  + SQ3R Practice
  + Q-Notes
  + Selected passage from a class textbook or college textbook.

**Procedures:**

***Opening:***

1. Slide 2: Review
   1. Review self-management strategies with student.
   2. Discuss which strategies they tried and how they worked.
2. Slide 3: Discuss
   1. Tell me about reading for your classes:
      1. How often do you read something for class and get to the end of the page and realize you have no idea what you just read?
      2. What strategies do you know to help you read smarter?
   2. Tell me about taking notes in your classes:
      1. How many of you look back at your notes after you take them? How do you use your notes to study? What note-taking techniques do you know?
3. Slide 4: Objective
   1. *The purpose of today's lesson is to help you read smarter to help you take worthwhile notes.*
4. Slide 5: Pre-test
   1. Students record their answers to the pre-test questions on their own paper or the Naviance survey.

***Lesson:***

1. Slide 6: Reading Smarter: SQ3R
   1. First, let's discuss reading smarter
   2. Hand out the SQ3R notes page
   3. We’re going to discuss a technique the College Board recommends for students to learn to be successful in postsecondary education.
   4. Read through the page with students
   5. Ask for examples of how students might use this reading strategy
2. Slide 7: SQ3R Practice
   1. Hand out the short SQ3R sample.
   2. Have students read the brief paragraph and complete the SQ3R notes on their own.
      1. Students can think-pair-share with a partner and discuss what they wrote for each part of the SQ3R process.
   3. After students have discussed what they wrote, walk through the process with students using slides 7-11 and asking for ideas about what they wrote for each section.
3. Slide 13: Q-Notes
   1. Handout the Q-Notes page
   2. Discuss the purpose of Q-notes and how they might be used in class during lectures, during reading, and to study for quizzes and tests.
4. Slide 14: Reading: Write Questions 1st
   1. Demonstrate the use of Q-notes with the Dust Bowl passage
   2. When reading, do a quick survey of the chapter and write your questions in the left hand column.
   3. These are the questions we developed from a quick survey of the dust bowl passage.
5. Slide 15: Take Notes as You Read
   1. While reading, write notes that answer the questions you came up with.
   2. Be sure to keep your notes aligned with the question so the questions and answers are across from one another.
   3. Use hyphens, bullets, numbers, or letters to help keep your notes organized.
6. Slide 16: Lecture: Take Notes 1st
   1. While listening to a lecture in class, take notes on what the teacher is saying or writing on the overhead.
   2. Leave the left column blank until later
7. Slide 17: Write Questions Later
   1. At home, during work time, or during study hall, review your notes and write questions for your notes in the left-hand column.
   2. Example. If the note is note is “Oklahoma was very dry in the 1930s because they didn’t get much rain” you might write the question, “What was Oklahoma like in the 1930’s?
8. Slide 18: Q-Notes Practice
   1. Instruct students to form pairs
   2. Hand out a passage of a copy from students’ textbooks or instruct them to take out their textbook and turn to a certain passage.
   3. Direct students to work together to practice Q-notes on the form they were given or their own paper using the textbook passage.
   4. When they are done taking notes, they fold the paper in half vertically and then quiz one another.
9. Slide 19: Reflection
   1. Students login to Naviance Family Connection and complete the *Note-taking Strategies* *Reflection* survey or complete the reflection on paper.
10. Slide 20: Post-test
    1. Students record their answers to the post-test questions on their own paper or the Naviance survey

***Closing:***

1. Slide 20: Review
   1. Provide answers to the post-test questions after everyone has taken it.
   2. Discuss the third question: How can you use SQ3R and Q-Notes in your classes?

**Assessment:**

* Pre-test and post-test on paper or Naviance survey

1. What are the steps in SQ3R?
2. What do you record in the columns for Q-Notes?
3. How can you use SQ3R or Q-notes in your classes?

**Family/Community Connections:**

* Inform families about the SQ3R reading technique and Q-Notes so they can help remind their children how to read difficult texts or take notes while at home.
* Families can use student's Q-notes form their reading or class to help students study for their upcoming tests.

**Differentiation:**

* Students can practice Q-Notes or SQ3R with a textbook of their choosing.
* If students have already learned SQ3R or Q-Notes, refer them to <http://www.studygs.net/> for more note-taking and reading strategy ideas.
* For students who are struggling, model the strategies again and provided guided practice opportunities before allowing them to practice on their own.

**Supplemental Resources:**

* Website: “Study Guides and Strategies” at <http://www.studygs.net/>
* Website: College Board at <http://www.collegeboard.com/student/plan/college-success/26666.html>
* Website: *My College Success Story* at <http://www.mycollegesuccessstory.com/success-stories/>
* Book: *Tools for Thought* by Jim Burke, 2002