

Notetaking in the Digital Age

There are several commonly accepted notetaking methods. A helpful guide available at <http://sas.calpoly.edu/asc/ssl/Notetaking.systems.html> explains five different notetaking methods – some more visual, others more text-based. The appropriate method for you depends on partly your learning style (see Activity III)G-1) and on the course content or professor’s lecture style.

You may find that it helps to use symbols in order to get all the information down while your professor is conducting a lecture. The following symbols and abbreviations are often helpful:

Common word/Phrase	Symbol/abbreviation
With	w/
Especially	esp.
Less than	<
Because	b/c
For example	e.g.
Approximately	approx.
Important	imp.
Very	v.

In addition, try using abbreviations similar to those used when instant messaging. Write down some abbreviations you know from instant or text messaging that could potentially be used in classroom situation:

Common word/phrase	Symbol/abbreviation
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