

# STAR Notetaking Strategy

*The Cornell Notetaking System using the STAR Notetaking Strategy - STAR is a mnemonic device*

## **S=Set Up Paper**

1. Loose-leaf paper to be kept in binder; you can also go online to the Media Center Website and download a template.
2. If you're using loose-leaf paper, draw 2 ½ inch column at the left-hand edge of each paper to be used for questions.
3. Put your name, period, class and date in the upper right-hand corner.
4. Give your notes a title.
5. Draw a vertical line down the paper to divide it into sections of about one-third and two-thirds.
6. Use the last 3 or 4 lines and label that the Summary.

## **T=Take Notes**

1. PARAPHRASE the text or lecturer in the right-hand column.
2. Listen to decide which parts of the information are important.
3. Use whatever it takes to cue your own memory system. For example, use capital printing, underlining, arrows or even pictures.
4. DON'T get hung up on spelling. If you know what you mean, that is what counts, If you use this information later for another assignment or and essay, check for proper spelling then.
5. USE abbreviations that work for you. Develop your own shorthand.

## **A = After Class**

1. That evening or earlier if possible, edit your notes. Reread them looking for places to make additions, deletions or clarifications.
2. Work with a partner to review your notes whenever possible.
3. Use a highlighter or underling to emphasize important points.
4. Note any points that need to be clarified with the teacher in the next class.
5. Fill in the left-hand column with questions, icons, symbols, pictures and memory keys.

## **R = Review Notes**

1. Review your notes regularly, after class, at least once a week.
2. Cover the right-hand column with blank paper. Read aloud or rewrite the right-hand column by using the cues in the left-hand column.
3. Paraphrase the answers.
4. Reflect by summarizing the notes, relating the subject to yourself, or relating the subject to personal experiences.