



Step 7: The STAR Note-taking Strategy

<p>S</p>	<p>Set up your paper</p>	<ul style="list-style-type: none"> • Write heading in pen in the upper right-hand corner • Record the topic/standard/objective and essential question • Draw a vertical line down the paper to divide into sections of <ul style="list-style-type: none"> - One-third on the left for questions - Two-thirds on the right for notes - One-third on the bottom for summary
<p>T</p>	<p>Take the notes</p>	<ul style="list-style-type: none"> • Paraphrase the lecture, text, or presentation in the right-hand column • Listen/read and decide which parts of the information are most important; write only in the right-hand column while taking the notes—don't try to do the questions at the same time • Use symbols to highlight main ideas, unclear information, or to make connections • Create visuals to cue your own memory (i.e. CAPITAL PRINTING, underlining, arrows, asterisks, and/or pictures) • Use abbreviations; develop your own shorthand/shortcuts • Skip lines between main ideas
<p>A</p>	<p>After class, apply your thinking</p>	<ul style="list-style-type: none"> • Alone or with a study buddy; work with a partner to review your notes whenever possible • Within five minutes of class, or as soon as humanly possible, edit your notes. Reread them looking for places to make additions, deletions, or clarifications • Within 24 hours, use the left-hand column to: <ul style="list-style-type: none"> - Identify the main ideas by underlining/highlighting - Develop questions on the left that are answered in the notes on the right - Connect your notes to what you have learned before in that class, in previous years, and/or in other classes
<p>R</p>	<p>Review and summarize notes</p>	<ul style="list-style-type: none"> • Reflect by summarizing the notes/questions <ul style="list-style-type: none"> - Identify what is important and explain why it is important - Suggest how you can use the information or relating the subject to yourself/personal experience - Assess your learning (SQ5R: Survey, Question Read, Record, Recite, Review, and Reflect) • Review the main points/summary regularly after class, at least once a week • Cover the right-hand column with blank paper. Read aloud or rewrite the right-hand column by using the questions/cues from the left • Paraphrase the answers to questions/summary