

7. Reading and Note Taking

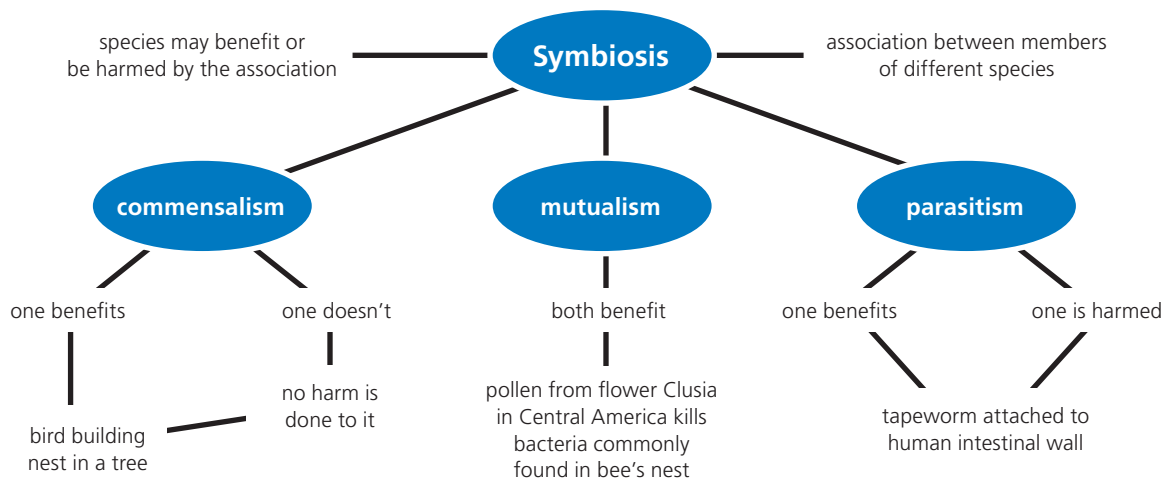
Note-taking skills help us pay better attention to an oral presentation or to a written document because they keep us actively involved. In school, good note-taking skills help students understand material, effectively prepare for exams and complete assignments. They also improve reading comprehension.

Notes are not just collections of information. The information must be recorded correctly and in an organized manner in order to be of use at a later time. Note-taking strategies are designed to improve the ability to take more accurate, more complete and more organized notes.

Three Note-taking Methods

1. THE MAPPING METHOD

Mapping is a graphic representation of the content your teen is reading. In this method, as in others, it is important to be able to identify key words or phrases in the material. It's easy to edit notes that are made using this method, by adding numbers, marks and colour-coding. This method emphasizes organization and critical thinking. Even drawings and diagrams can be included in this form.



2. THE CHARTING METHOD

In this note-taking method, the page is set up in chart form with columns and headings. Information is recorded in words, phrases or main ideas. This method can also be used to organize notes if the source of the information is not presented in an organized manner.

Types of Symbiosis	Harmful	Benefits	No Effect	Example
Commensalism		one	one	bird building nest in tree
Mutualism		both		pollen from flower kills harmful hive bacteria
Parasitism	one	one		tapeworm attached to human intestinal wall

3. THE TWO-COLUMN METHOD

This method is a variation on the charting method. The page is divided into two columns, the left one being narrower than the right. Main ideas are recorded in the left column, and supporting details in the right.

Types of Symbiosis	Example
Commensalism	<ul style="list-style-type: none">• benefits one organism and does no harm to the other• example: bird builds a nest in tree
Etc.	

4. THE POINT-FORM NOTE METHOD

In this method, the main points or topics are numbered points and the supporting details are brief bulleted or dashed entries following them. This method is likely the most common, and works well if notes are being taken from organized information.

Types of Symbiosis

1. Commensalism
 - benefits one organism and does no harm to the other
 - example: bird builds a nest in a tree
2. Etc.