

Maintaining and Supporting Your Online Learning (Slide 1)



## Some Note-Taking Basics (Slide 7)

We can infer from the limitations of recorded lectures a few basic principles of good lecture-note-taking.

First, don't try to write everything down. That's what court stenographers do. If you write everything down, then you may as well be studying from a recorded lecture. The only difference is that you'll be the recording device. Just as video cameras capture everything in their field of view and make no decisions by themselves about what's worth recording and what isn't, a student who tries to write down everything is recording everything they hear or see on the board without making decisions about what's worth recording. The resulting notes are not only too long but fail to distinguish between main ideas and details, let alone connect them in order to give some sense of the big picture. If you find yourself trying to write everything down, it may be

## Summary (Slide 8)

And so, to sum up, if you want to take good online lecture notes, there are a few basic strategies to consider. First of all, make sure to familiarize yourself with the available modes of