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B0725 – July 1, 2007 – Note Taking

I. Note Taking

A. Introduction

1. I don't like to take notes
 - a. Aids in Memory
 - b. Important for Faith-Rest Drill
2. I don't learn more by taking notes
 - a. Never taught how
 - b. Negative attitude
3. I don't study
 - a. We're a teaching church
 - b. Acts 17:11-12
 - c. 2 Tim 2:15
4. Collegiate Level Material
 - a. Time Magazine, US News & Report (this is what sells magazines)
 - b. We Need to be On This Level
5. The Difference it Can Make

B. 5 Methods

1. The Outline Method
2. The Mapping Method
3. The Charting Method
4. The Sentence Method
5. The Cornell Method

II. The Cornell Method

A. Before the Lesson (PPT)

1. Draw a Vertical Line @ ~2 ½ in
 - a. Separates Cue Column from Notetaking Column
2. Draw a Horizontal Line @ ~2 in

- a. Separates Notetaking Column from Summary

Column

3. Date
4. Teacher
5. Teaching Slot

B. During the Lesson

1. Title
2. Take Notes in Notetaking Column
3. Skip Lines to Separate Ideas
4. Use Abbreviations


C. After the Lesson

1. Review Notes
2. Write a Cue Word in the Cue Column
 - a. Verse
 - b. Greek or Hebrew Word
 - c. Doctrine
 - d. Principle

D. Example (PPT)

III. Note Taking Tips

1. Use a Loose-Leaf Binder not a Spiral (8.5x11)
 - a. Easy to Add Handouts (charts, graphs, articles from your own research)
 - b. Easier to Keep Different Classes Organized
2. Use Different Color Pens
 - a. Separates Topics or Ideas
 - b. Easier to Remember Later
3. Re-Copy Notes Later
 - a. Good Review
 - b. Easier to Read
 - c. Can be Used to Teach a Bible Class
4. Learn to Abbreviate
 - a. NT, OT, Jas, Dt, Rom, Ps, @, b/c, e.g., cf., et. al., LXX, Heb, Gk, #, \$, %, &, >, <, w/o
 - b. some., oft., Jes., et. al.
5. Compare Notes
 - a. What did I miss?
 - b. What did he say here?
 - c. What did he mean by this?

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6. Leave Space After Section
 - a. To Add Cross-References
 - b. To Add Your Own Ideas
 - c. To Separate Ideas
 7. Jot Down Questions (you'll forget if you don't)
 8. Review, Review, Review

IV. Long-Term Benefits

1. Recall/Memory
2. Essential to the Faith-Rest Drill

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