

# Cornell Note-Taking Checklist

Name of Note-taker: \_\_\_\_\_ Evaluator: \_\_\_\_\_

Cornell Element:	YES	NO
Name:		
Class:		
Date:		
Topic/Guiding Question:		
Written in Ink:		
Handwriting is Legible		
Sufficient Space between main ideas		
Cornell Style Notepaper		
Indentation to show the relationship between ideas		
Abbreviations or symbols used when possible		
Student records only main ideas, key words and phrases		
Question/Key Word Column has sufficient questions or clues to recall all information on the right		
Highlighting, lettering or numbering have been used to make ideas stand out		
Summary is complete for each page of notes		

+	√+	√	√-	-
A	B	C	D	F
15-13	12-10	9-7	6-4	3-0

_____ "YES" TOTAL	_____ MY GRADE
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**REFLECTION:**

1. What can I do to make my notes more useful?
  
  
  
  
  
  
  
2. How can I take better notes?
  
  
  
  
  
  
  
3. What questions do I have about note-taking?