

DODGE CITY MIDDLE SCHOOL

Student Centered Classrooms

Summarizing and Note-Taking

Target Instructional Goal 80%

Summarizing and Note-Taking

Enhance students' ability to synthesize information and organize it in a way that captures the main ideas and supporting details.

Generalizations From Research

1. Students must delete some information, substitute some information, and keep some information when they summarize.
2. To effectively delete, substitute, and keep information, students must analyze the information at a fairly deep level.
3. Being aware of the explicit structure of information is an aid to summarizing information.
4. Verbatim note taking is, perhaps, the least effective way to take notes.
5. Notes should be considered a work in progress.
6. Notes should be used as study guides for tests.
7. The more notes that are taken, the better.

Example Activities

- Cornell Notes
- Concept Maps
- Interactive Notebooks

Recommendations & Ideas

1. Teach students the rule-based summarizing strategy
2. Use summary frames
3. Teach students reciprocal teaching
4. Give students teacher-prepared notes
5. Teach students a variety of note-taking formats (like Cornell Notes)
6. Use combination notes

