

how i write outlines/take notes

ROMAN NUMERAL METHOD: (outline)

required format by my first teacher

EXAMPLE

- I. Main Topic:
 - A. Section Name (pg #)
 1. Important facts, concepts, examples, etc.
 2. ...
 3. ...
 4. ...
 5. ...
 - B. Section Name (pg #)
 1. Important fact/concept/idea
 - a. Separation/issue into pieces
 2. Important fact/concept/idea
 - a. ...
 - b. ...
 - c. ...
- II. Main Topic and so on...

MY USUAL OUTLINE METHOD:

[Section #] Section Name

→ Summary from textbook

Reading:

(main idea)

- info (important ideas)
- Events/people/concepts/etc.

CRITICAL:

- info
- events
- how it affects

I usually take the headings and subheadings and organize my different ideas

- info
- (ex) Examples

EXAMPLE

[Section 1] The Road to World War I

→ At the summer crisis in the Balkans led to conflict with a tension between assassination, Austria-Hungary's demands...

Cause of the War

(main idea) Nationalism, militarism, and a system of alliances contributed to the start of World War I.

- system of nation states that were forming led to competition

ALLIANCES AND ALLIANCES

- Europe's greatest powers were divided into 2 sides

the Triple Alliance (1882) and the Triple Entente (1907)

- Germany
- Austria-Hungary
- Italy
- Britain
- France
- Russia

BASIC OUTLINE METHOD:

EXAMPLE

CHAPTER NUMBER AND NAME

→ Section Name

- important concept/definition/fact/idea
- important fact/concept

→ Section Name

- important fact/definition/concept/word/idea
- important fact/definition/concept/word/idea

Ex: PHOTOSYNTHESIS: Using Light To Make Food

→ Autotrophs are the producers of the biosphere

- photosynthesis converts carbon dioxide through plants
- can further transform into something organic, most called from other organisms
- ex: plants

→ Photosynthesis occurs in chloroplasts in plant cells

- in green parts of plants (leaves/stems)
- photosynthesis usually occurs in the stroma
- the space comes from stroma or photosynthesis

~ note-taking ~

HOW I TYPICALLY TAKE NOTES IN CLASS:

EXAMPLE

Month 1 Day 10th notes

- Britain with imperialism, but they were industrialized
- others the power, but they had more resources/resources

MATERIALISM

- improved trade
- transportation
- technology let the people participate in gov

Global Data: 4th round of notes

- British East India Company

1. Quarterly notes

Copy that

the company was with gov and was the most powerful

→ 1858 took over India but they believed the Company had been in India - imperialism



kept each other of odds
→ major impact
→ British world war

DATE

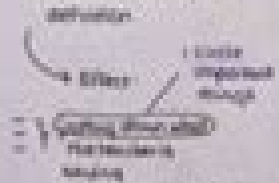
Main Point

- details/concepts/Examples

Main Point

- 1. Context (background)
- 2. Summary (main idea)

Event/Concept/Concept - definition



→ Event/Concept/Concept

→ Effect
→ Result (the final outcome)

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Norma B. Kahn



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Table of Contents Notetaking Study Guide Aventa Learning

1. Understanding the eBook Notetaking Study Guide Aventa Learning
 - The Rise of Digital Reading Notetaking Study Guide Aventa Learning
 - Advantages of eBooks Over Traditional Books
2. Identifying Notetaking Study Guide Aventa Learning
 - Exploring Different Genres
 - Considering Fiction vs. Non-Fiction
 - Determining Your Reading Goals
3. Choosing the Right eBook Platform
 - Popular eBook Platforms
 - Features to Look for in an Notetaking Study Guide Aventa Learning
 - User-Friendly Interface
4. Exploring eBook Recommendations from Notetaking Study Guide Aventa Learning
 - Personalized Recommendations

- Notetaking Study Guide Aventa Learning User Reviews and Ratings
- Notetaking Study Guide Aventa Learning and Bestseller Lists
- 5. Accessing Notetaking Study Guide Aventa Learning Free and Paid eBooks
 - Notetaking Study Guide Aventa Learning Public Domain eBooks
 - Notetaking Study Guide Aventa Learning eBook Subscription Services
 - Notetaking Study Guide Aventa Learning Budget-Friendly Options
- 6. Navigating Notetaking Study Guide Aventa Learning eBook Formats
 - ePub, PDF, MOBI, and More
 - Notetaking Study Guide Aventa Learning Compatibility with Devices
 - Notetaking Study Guide Aventa Learning Enhanced eBook Features
- 7. Enhancing Your Reading Experience
 - Adjustable Fonts and Text Sizes of Notetaking Study Guide Aventa Learning
 - Highlighting and Note-Taking Notetaking Study Guide Aventa Learning
 - Interactive Elements Notetaking Study Guide Aventa Learning
- 8. Staying Engaged with Notetaking Study Guide Aventa Learning
 - Joining Online Reading Communities
 - Participating in Virtual Book Clubs
 - Following Authors and Publishers Notetaking Study Guide Aventa Learning
- 9. Balancing eBooks and Physical Books Notetaking Study Guide Aventa Learning
 - Benefits of a Digital Library
 - Creating a Diverse Reading Collection Notetaking Study Guide Aventa Learning
- 10. Overcoming Reading Challenges
 - Dealing with Digital Eye Strain
 - Minimizing Distractions
 - Managing Screen Time
- 11. Cultivating a Reading Routine Notetaking Study Guide Aventa Learning
 - Setting Reading Goals Notetaking Study Guide Aventa Learning
 - Carving Out Dedicated Reading Time
- 12. Sourcing Reliable Information of Notetaking Study Guide Aventa Learning
 - Fact-Checking eBook Content of Notetaking Study Guide Aventa Learning

- Distinguishing Credible Sources
- 13. Promoting Lifelong Learning
 - Utilizing eBooks for Skill Development
 - Exploring Educational eBooks
- 14. Embracing eBook Trends
 - Integration of Multimedia Elements
 - Interactive and Gamified eBooks

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