

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 etc.
 - a. Separation/spacing into points
 2. **Important fact/concept**
 - 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.

Conclusion:

- info
- events
- how it affects

(pg #) Examples

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

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

SPAIN AND ALLIANCES

- Europe's greatest powers were divided into 2 sides

the **supremacy** (UK) and the **supremacy** (US)

- Germany
- Austria-Hungary
- Italy
- France
- Great Britain
- Spain

BASIC OUTLINE METHOD:

EXAMPLE

CHAPTER NUMBER AND NAME

→ Section Name

- important concept/definition/fact etc.
- **important fact/concept**

→ Section Name

- important fact/definition/concept/word/thing
- important fact/definition/concept/word/thing

Ex: PHOTOSYNTHESIS: Using Light To Make Food

→ Autotrophs are the producers of the biosphere

- **photosynthesis** is the process by which plants and some other organisms use light energy to produce glucose from carbon dioxide and water
- can happen in plants and some other organisms
- can happen in plants and some other organisms
- can happen in plants and some other organisms

→ Photosynthesis occurs in chloroplasts in plant cells

- in green parts of plants (leaves)
- photosynthesis usually occurs in the **stroma**
- the green comes from **chlorophyll** or green photosynthetic pigment

~ 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 money

MATERIALISM

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

Global Data 4th round current

- British East India Company

1. Quarter notes

Copy that

the company was with gov and was the **main idea**

→ the company was with gov and was the **main idea**

→ the company was with gov and was the **main idea**

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→ the company was with gov and was the **main idea**

Notetaking Guide Answer Keychemical Reactions

Lauren Gardner



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