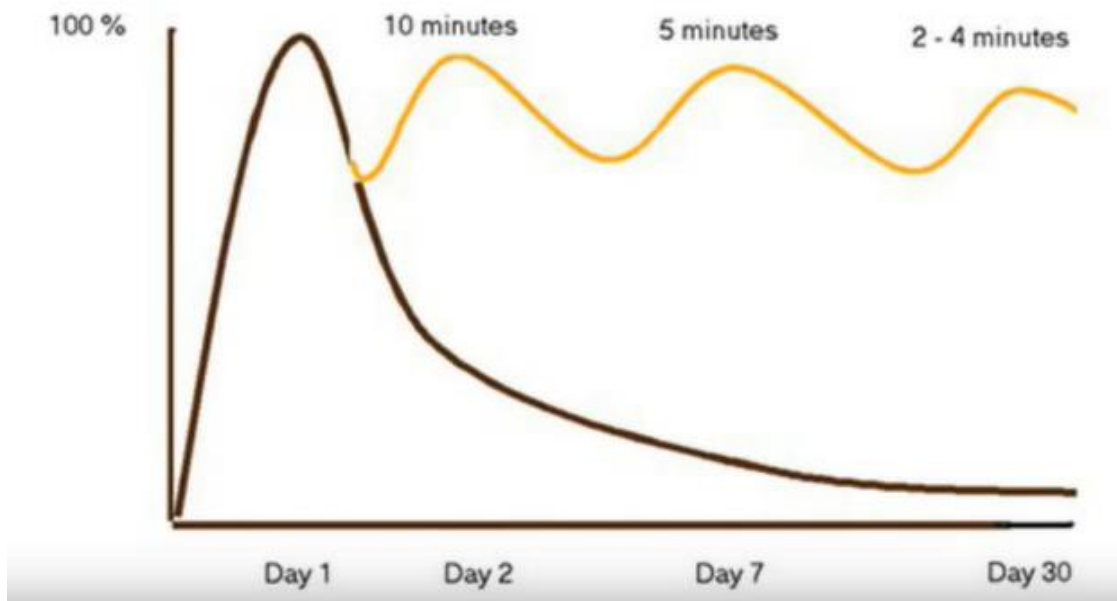


## CORNELL SYSTEM OF NOTETAKING

### The “Curve of Forgetting”

If you are studying for exams, particularly for the external exam in your general subjects, it is important to have skills that help you retain information over a long period of time. The “Curve of Forgetting” shows how information is lost over time when there is no attempt to retain it. Unless we consciously review newly learned materials, this knowledge is lost in a matter of days or weeks. See graph below:



The use of **Cornell Notes** are an excellent tool for helping to overcome the Curve of Forgetting.

By day one after a lesson, we have already lost 50% - 80% of what we learned. By Day 7, it is even less. By Day 30, we have only retained about 2% - 3% of that lesson! The good news is that we can change the shape of the curve, so that when something is repeated, our brain remembers to keep it!

Here's the formula: Within 24 hours of getting new information in a lesson, spend **10 minutes** reviewing and you will raise the curve almost to 100% again. A week later (Day 7), it only takes **5 minutes** of study to reactivate the same material, and you raise the curve again. By day 30, your brain only needs **2 – 4 minutes** to give you the feedback.

### Cornell Notes

The 'Cornell System of Note Taking' saves us two things we lose when we do too many notes – time and effort. Here's how it works:

1. Firstly, you want to draw a vertical line down the page.
2. The right hand column is where you take notes, write questions and build explanations.
3. The last step is to memorise.

# CUES

WRITTEN  
SOON AFTER  
CLASS

ANTICIPATED  
EXAM QUESTIONS

MAIN IDEAS  
OR PEOPLE

VOCABULARY  
WORDS

USED FOR  
REVIEW &  
STUDY

NAME, DATE, TOPIC, CLASS

# NOTES

## TAKEN DURING CLASS

- MAIN POINTS
- BULLET POINTS
- DIAGRAMS / CHARTS
- ABBREVIATE
- PARAPHRASE
- OUTLINES
- LEAVE SPACE BETWEEN TOPICS

## CORNELL NOTE-TAKING METHOD

← 2 1/2" →

← 6" →

↑  
2"  
↓

# SUMMARY

WRITTEN AFTER CLASS. BRIEF SUMMARY HIGHLIGHTING  
THE MAIN POINTS IN THE NOTES ON THIS PAGE.  
USED TO FIND INFO LATER.