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| **Title of lecture/class:** | **Topic/full citation:** |
| **Date:** |
| **Main Ideas:** noted either during class/lecture/reading or shortly afterwards. These are to help you clarify your understanding and to note points to follow-up later. You could include your questions (to follow up at a later point) and/or any connections you’ve made to other topics | **Notes:** taken during class/lecture and/or when reading materials. These are to help you develop your understanding and to refer to later for revision or tutorial assignmentsYou may find it helpful to use bullet points and/or abbreviated notes using your own shorthand methodsYou may want to include any diagrams and/or mind mapsLeave plenty of space between your notes to make it easier to find information later |
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| **Summary:** written after the class/lecture or reading. A brief summary will help you to identify the main points you have made in your notes |
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