

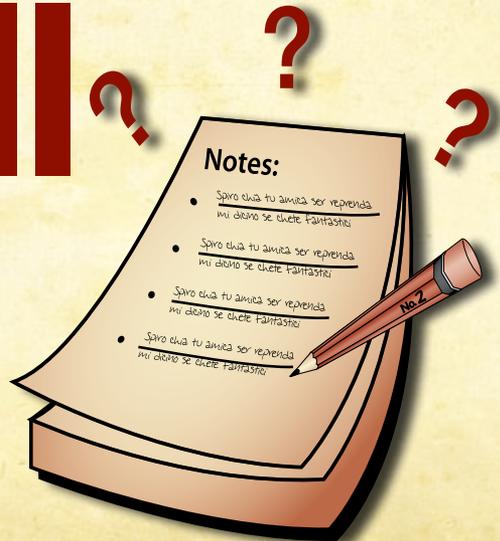
The WRITING CENTER

Elftmann Student Success Center

A Guide On How To:

Take Notes For Research

- Notebook Method
- Notecard Method
- Powerpoint Method
- Table Method



Note-Taking for Research

As you conduct your research for your writing assignment, it may be difficult to keep it all straight. We offer some updated strategies that are designed specifically for consolidating information.

The Notecard Method

Designate the top line of a 5x8 notecard for the citation of your reference, and draw a vertical line through the rest of the card. Write your notes on one side of the line, and use those notes to write a paragraph on the other side. For references that use more than one notecard, assign a number or letter to each source and label subsequent cards. Organize all your notecards by category, and use this arrangement to draft your essay.

Edmunds, Inc. (n.d.) "2012 Hybrid/Electric Buying Guide." Edmunds.com. Available: <http://www.edmunds.com/hybrid/2012/buying-guide.html>

Toyota Prius

- "top choice"
- Fuel economy is 51 city/48 highway
- hatchback design=space
- light-effort steering
- soft handling
- good price

One of the top hybrids available is the Toyota Prius. Edmunds, Inc. names it a "top choice" for several reasons. First, it has excellent fuel economy rating of 51 miles per gallon in the city and 48 miles per gallon on the highway. Secondly, its interior is spacious due to a hatchback design. The car's steering and handling require little effort, which attracts otherwise nervous drivers. Finally, the price of the vehicle is reasonable for most drivers.

Hybrid	Flex Fuel	Standard
<i>Prius</i>		
<i>Tahoe</i>		
<i>Porsche</i>		



This method works especially well for visual and spatial learners – both of which fit the average technical student – because it provides an **illustrated, move-able way** to look at information. Most importantly, it allows students to **see all of their research at once**.

Websites like Flashcard Machine (<http://www.flashcardmachine.com>) provide **electronic notecards** that are created and stored in specific “sets.” Cards can be sorted, rearranged, or even sent to another electronic device.

The PowerPoint Method

Microsoft’s PowerPoint program provides several slide layouts, so citations and categories can be applied to **multiple slides** of notes. **Illustrations** like charts and SmartArt can also be inserted, and the slides can then be easily **rearranged** as you work with the “slide sorter” option. Additionally, slides can be viewed and printed as an **outline**.

The example slide here uses the layout “content with caption.”

<p>Edmunds, Inc. (n.d.) “2012 Hybrid/Electric Buying Guide.” Edmunds.com. Available: http://www.edmunds.com/hybrid/2012/buying-guide.html</p>	<p>One of the top hybrids available is the Toyota Prius. Edmunds, Inc. names it a “top choice” for several reasons. First, it has excellent fuel economy rating of 51 miles per gallon in the city and 48 miles per gallon on the highway. Secondly, its interior is spacious due to a hatchback design. The car’s steering and handling require little effort, which attracts otherwise nervous drivers. Finally, the price of the vehicle is reasonable for most drivers.</p>
<p>Toyota Prius</p> <ul style="list-style-type: none">• “top choice”• Fuel economy is 51 city/48 highway• hatchback design=space• light-effort steering• soft handling• good price	

The Notebook Method

Use **loose leaf paper** to take research notes on, rather than a spiral notebook, to easily rearrange your pages for comparison or discrepancies, or to find an order. Write the source information in the top margins, write your notes in the body, and write a summary statement of what's on the page at the bottom.

There are several websites on the Internet that offer space to keep your pages organized. One such website, LiveBinder (<http://livebinders.com>), allows users to put webpages into a virtual binder, then organize those pages using "tabs," and access them through the website.

References

- Great Source iWrite. (2006). Research. Retrieved from http://www.greatsource.com/iwrite/students/s_research.html

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