

Annotating METHOD

1

WHAT

What is the "annotating" note-taking method, and what is its purpose?

Annotating is an active learning strategy that can be applied directly to the material that you are reading. The purpose of annotating is to help students efficiently identify key points, comprehend information, and put material into their own words to draw connections.

WHAT?

2

WHEN

When do I use the "annotating" note-taking method?

Students can use annotating in several disciplines. Most commonly annotating is used to pull evidence from readings, study core concepts, recall information for class discussion, and learn new concepts to build on current information.

When?

3

WHY

Why should I annotate to take notes?

Annotating is an efficient way to isolate and organize important material. When a student interacts with the material as they read, they are able to quickly identify key concepts and monitor their learning as they progress through the assignment. This active learning strategy makes exam preparation more effective and streamlined. Annotating is also helpful when collecting evidence and important quotes from sources, which can be included in a paper later on.

4

HOW

How do I annotate?

- 1) **Survey** the material you are focusing on and pay attention to the title and subheadings to get an understanding of what the key points and argument are. Be sure to note any words that are bolded, italicized or underlined.
- 2) **Skim** the material by reading the first few sentences of the first paragraph to identify the main argument of the material. Then, underline and highlight the main argument.
- 3) **Read** the material in depth and engage with it by highlighting supporting evidence, circling key concepts, summarizing topics in your own words, and jotting down any questions you have in the margins.

HOW?

