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Information Patterns in Note-Taking

SUBJECT DEVELOPMENT-DEFINITION

Topic followed by **subtopics**, OR **topic** followed by related **facts** and **details**, OR straight **classification** of **concepts** or facts, OR simple **definition** of a concept.

Examples: Instructor simply describes the information (may use handouts, overheads, blackboard for "big picture" and/or "details" – instructor may "jump" around).

GENERALIZATION

Concept (or principle) followed by supporting **evidence** or **examples**.

Examples: Concept is described first – evidence/examples follow, but in a way to further define the concept – may go back and forth between concept and evidence/ examples.

CAUSE-EFFECT

Information about **factor**(s) or **cause**(s) leading to a specific **outcome** or **effect**.

Examples: Therefore; thus; as a result; because; hence; causes; effects; in turn.

QUESTION-ANSWER

Information that poses a **question** (**problem**) and **answer** (**solution**).

Examples: Question/problem is posed first followed by answer/solution – difficult for instructor to "jump" around!

COMPARE-CONTRAST

Information that looks at **similarities** and **differences**, **pros** and **cons**, or any other type of comparison.

Examples (Comparison): Similarly; both; as well as; likewise; in like manner.

Examples (Contrast): However; on the other hand; but; yet; although; instead of.

SEQUENCE

Information that goes according to a sequence.

Examples: First, second, third; first; next; then; finally; in addition; last; and then; most important; least important

SUMMARIZATION

Simple **identification** of the most **important main points** of a general topic.

Examples: Today's lecture covers; the points I intend to discuss are; turn your attention to topic of; in conclusion/sum/summary.

Langara.
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