

Taking Notes from the Readings - Table

1. Introduction: What will the author talk about?	2. Intro/Main body: Provide an overview of the points the author makes.
3. Main body: Has the author used primary or secondary resources to illustrate their points?	4. Main body: Has the author provided evidence which DOES NOT support their discussion? (this will illustrate whether the article is balanced)
5. Main body: What is the author contributing to the wider discussion on this topic?	6. Conclusion: Has the author convinced you of their argument?

Taking Notes in Lectures- Table

<p>1. What is the Lecture topic?</p>	<p>2. Provide an overview of the points made in the Course Materials about today's lecture topic.</p>
<p>3. What points did the Lecturer emphasise during the lecture</p>	<p>4. Did the Lecturer give any examples in class to illustrate the points made in the lecture?</p>
<p>5. Were there interesting points the lecturer made or comparisons/comments about the topic/readings relating to the course material.</p>	<p>6. Any other comments made in the lecture? E.g. further readings/assignments/exam</p>