

2. Cues (Reduce & Recall)

To be done after taking notes.
Here you review your NOTES column and pick out the key facts/ideas/theories/methods.
It is really powerful to then formulate some questions based on your NOTES e.g. what happens during the fetch stage of the FDE cycle?
When adding these CUES and RECALL questions in this left-hand column try to make them line up with their corresponding NOTES.
The aim here is to reduce your NOTES to their essential ideas so you can improve recall.

Unit / Topic / Title

1. Notes (Record)

To be done during class or at home whilst taking notes from your textbook or a video. Here the aim is to record as many key points as possible. Here you should record:
Key words/ideas Facts/Theories Diagrams/charts Formulas / Calculations / Methods

3. Summary (Reflect & Review)

To be done after the CUES column. Briefly summarise your NOTES column in this SUMMARY section. Write a few sentences that sum up the main ideas.
Think about answering this questions "If I were to explain the above to someone else, what would I say?"
This section is really useful during revision where you want to remember the key ideas.