

Learning Skills, Room 120

LISTEN in Class

Lead

- lead rather than follow
- anticipate what might be said next
- read assignments/chapters before class
- listen with intention to learn

Ideas

- listen for ideas and concepts
- listen for the facts, explanations, and examples that support the ideas and concepts
- ask yourself
 - What is the point? What is the instructor doing? Why is it being done?

Signals

- listen for signals that give structure to the lecture/discussion
 - introductory signals
 - first...
 - the important thing is...
 - there are three main reasons...
 - support signals
 - on the other hand...
 - for example...
 - in contrast...
 - concluding signals
 - therefore...
 - finally...
 - this tells us that...

Think

- relate the lecture/discussion to other topics you have been studying
 - theories and principles
 - traditional teachings and practice
- relate the topic to your own experience
 - experience, beliefs, values, ethics
- ask questions that require explanations rather than direct answers

Explain

- explain what is being said to yourself in your own words
 - So, that means...
 - Another way to say it would be...
- during discussion, explain to others in your own words
 - So, as I see it...

Notes

- notes help to organize, classify, and summarize what is being said
- notes help provide logical organization to the information
- notes provide a record for review and reference
- notes need to be easy to use/access information
- notes should be in point form, not sentences, with lots of white space
- Notes may need to be rewritten or reorganized
- Notes can be in concept map format or 2-column format
- Sign up for a learning skills session or attend a workshop on how to take good notes