

What do I need to consider when teaching note-taking skills?

Depending on the age and language ability of the learner, the rewording strategy should be changed accordingly. It is effective to teach 1-2 strategies at a time. The table below suggests 4 strategies and 1 example, using the accompanying article as the 'original text'. There is a blank table to cut out and give to students below.

Rewording the text

Original text	Strategy	My own words
<i>It is important that <u>note-taking</u> is used as a learning tool</i>	Synonyms/ rewording	<i>Taking notes is a vital tool for learning.</i>
<i>Note-taking is an important skill, as it facilitates learning from text</i> (Present simple active)	Passive/active voice	<i>Learning from text is facilitated by note-taking skills.</i> (Present simple passive)
<i>Studies indicate that native learners are better note-takers.</i> (Present simple)	Tense change	<i>Studies have indicated that..</i> (Present perfect)
<i>This is because there has been little research into pedagogical methods</i> (Noun)	Nominalisation	<i>pedagogical methods have not been researched fully.</i> (Verb)



Rewording the text

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