**5 R’s of Note Taking**

**Record** During the lecture, record meaningful facts and ideas.

**Reduce** As soon as possible, review and summarize your notes.

**Recite** Using only key words, recite as much information as you can.

**Reflect** Think about what you are learning and make key connections.

**Review** Review your notes For 10 minutes after each class.

For more tips, visit the Burns & McDonnell Student Success Center
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