# **Cornell Note-Taking System Template**

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| Cues  ••Note key points.  ••Phrase notes as questions.  ••Write questions within twenty-four hours after class. | Notes  ••Record notes here during class or while reading.  ••Use meaningful abbreviations and symbols.  ••Leave space to add additional information. |
| Summary  ••Record main ideas and major points.  ••Write during review sessions. | |

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| **Cues** | **Notes** |
| **Summary** | |