Making Notes in Recorded Lectures

**Your notes can begin before the lecture!**

If you know what the lecture is going to be about, why not make a head start? Outline what you think you’re going to learn and what your questions might be before you come to class.

**Good notes have:**

Gaps

Note down important phrases, terminology or ideas and revisit your notes afterwards (maybe using the lecture recording) to fill in the blanks. Good notes are not a transcript of the lecture. During the lecture you can note the time of a key idea and jump to that point in the recorded lecture afterwards.

Emphasis

You can underline or capitalise parts you don’t understand to remind yourself to go back later. You can ask the lecturer about these points at the end of the lecture or you can email them or visit their office too.

Answers

When questions are asked in a lecture you should write your answer down. Your notes are not going to be assessed and it doesn’t matter if you get it wrong, but writing the answer can be helpful to capture your thinking and to revisit at a later stage to see how your understanding develops. If you do have the wrong answer, make sure you note the correct one to help with revision.

More work to do

Lecture notes should be the jumping off point for future study. You should use them as a map to find further reading or activities.

Revising With Recorded Lectures

**Your notes should change as you revise**

Your first version of your notes won’t be perfect. They should be the starting place for further work. As you study the subject you will do more labs, tutorials, read papers, or other further texts. Your notes should include what you learn from these too, and be more than just a replica of the lecture.

You might want to change how you organise your notes as you study. Perhaps one of your lectures covered two concepts, and actually it’s more useful for you to have two sets of notes, one on concept A and one on concept B. Remember that your notes are there to help you, and they will always make more sense to you than anyone else.

**Your notes can be shared**

Bring your notes and a recorded lecture to a group study session. Do everybody’s notes look the same? You can fill in any bits you’ve missed, or help each other come to a better understanding. Can you elaborate together on what you’ve learned?