

# Information Patterns in Note-Taking

**SUBJECT DEVELOPMENT-DEFINITION:** Topic followed by **subtopics**, OR Topic followed by related **facts** and **details**, OR Straight **classification** of **concepts** or facts, OR simple **definition** of a concept.

*Examples: Instructor simply describes the information (may use handouts, overheads, blackboard for “big picture” and/or “details” – instructor may “jump” around.*

**GENERALIZATION:** **Concept** (or principle) followed by supporting **evidence** or **examples**.

*Examples: Concept is described first – evidence/examples follow, but in a way to further define the concept – may go back and forth between concept and evidence/examples.*

**CAUSE-EFFECT:** Information about **factor** (s) or **cause** (s) leading to a specific **outcome** or **effect**.

*Examples: Therefore; thus; as a result; because; hence; causes; effects; in turn*

**QUESTION-ANSWER:** Information that poses a **question (problem)** and **answer (solution)**.

*Examples: Question/problem is posed first followed by answer/solution – difficult for instructor to “jump” around!*

**COMPARE-CONTRAST:** Information that looks at **similarities** and **differences**, **pros** and **cons**, or any other type of comparison.

*Examples (Comparison): Similarly; both; as well as; likewise; in like manner -Examples (Contrast): However; on the other hand; but; yet; although; instead of*

**SEQUENCE:** Information that goes according to a **sequence**.

*Examples: First, second, third...; first; next; then; finally; In addition; last; and then; most important; least important*

**SUMMARIZATION:** Simple **identification** of the most **important main points** of a general topic.

*Examples: Today’s lecture covers; The points I intend to discuss are; Turn your attention to topic of; In conclusion/sum/summary*