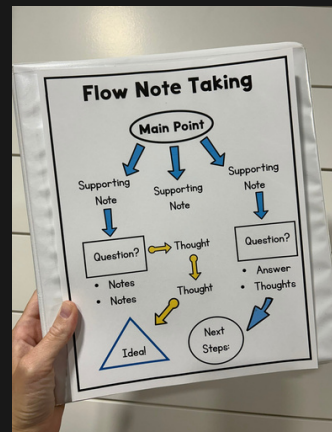


UNIT 1 NOTE-TAKING TECHNIQUES

The Key to Academic Success for Students



OUTLINING NOTE-TAKING METHOD

I. Main topic

- i. Subtopic*
 - Supporting detail/fact - 1
 - Supporting detail/fact - 2
- ii. Subtopic*
 - Supporting detail fact - 1
 - Supporting detail fact- 2

II. Main topic

- i. Subtopic*

Repeat over and over...

olgapak.com



Objectives

Key skills for academic success

Note-Taking Methods

- Understanding **various note-taking methods** is essential for enhancing academic performance and enables students to choose techniques that best suit their learning style and content.

Method Application

- Applying these methods to academic reading allows students to effectively **capture information, organize thoughts, and improve comprehension, fostering a deeper understanding** of the material being studied.

Enhancing Retention

- Effective note-taking not only aids comprehension but also **significantly enhances retention of information**, helping students **recall key concepts** more easily during exams and assignments.



Why Note-Taking Matters

Enhancing Academic Performance



It could be:

- prepare for a lecture
- write an assignment
- prepare for an exam
- prepare for a presentation

Note-Taking Benefits

Enhancing Memory and Performance



Connection Between Note-Taking and Memory

- Effective note-taking significantly boosts **memory retention** and academic performance.
- By actively engaging with material, students can **organize their thoughts**, leading to better understanding and recall during exams.

Types of Note-Taking Methods Overview



Outline Method

Hierarchical structure aids in organization and clarity.

Cornell Method

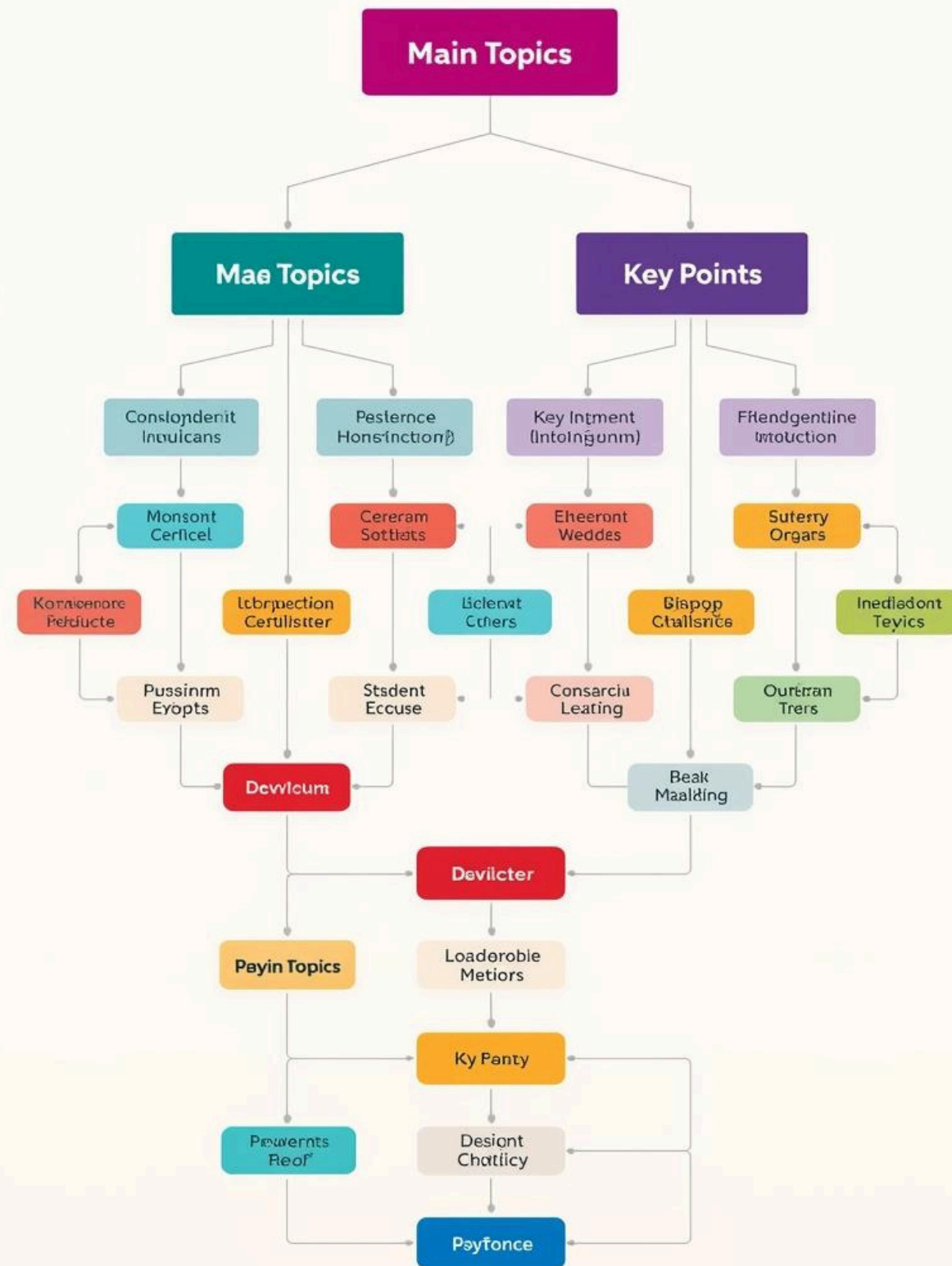
Structured approach enhances review and retention of material.

Mapping Method

Visual representation aids in understanding complex topics.

Outline Method

The standard employed for your kind committed tree with well, note-letters' grunts meet.



Outline Method

- 01 A hierarchical structure organizes information effectively.
- 02 Useful for clear visualization of main ideas and details.
- 03 Enhances review and retention through structured note organization.

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NOTE-TAKING METHOD

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Cornell Method

- 01 A structured approach that enhances **note review** and retention.
- 02 Allows for organized summarization of key concepts **efficiently**.
- 03 Encourages active engagement through **focused** question and answer format.

Mapping Method

Visualizing academic concepts effectively



Spatial Relationships

- The Mapping Method organizes information visually, highlighting connections and relationships between concepts, making it easier to understand and recall complex material from academic readings.

Mind Mapping

- Mind maps utilize a central idea from which branches represent related topics, facilitating a non-linear approach to learning and aiding in the retention of intricate subjects and themes.

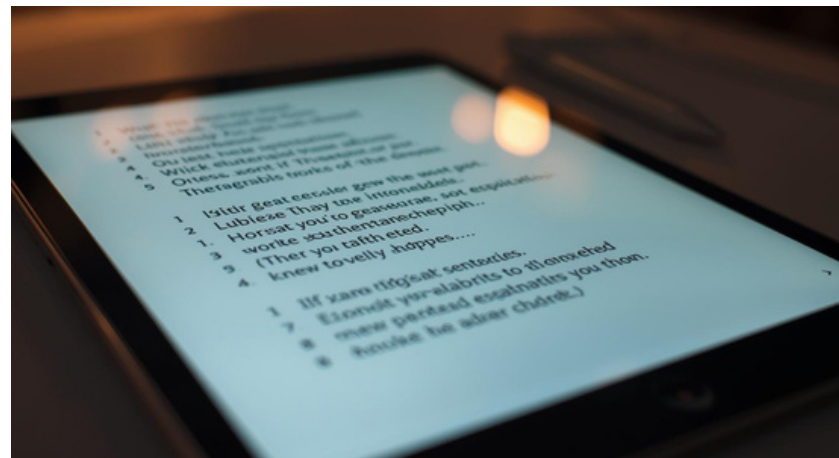
Effective Use Cases

- This method is particularly useful for subjects requiring comparative analysis or exploration of multifaceted ideas, enabling students to visually navigate their notes and engage more comprehensively with the content.

Advancing Note-Taking Methods for Students



	Data Colony	Pery	Chatafina Detached	Impisat	Logites	Edwaya	Entery	Rn plan	Emg dable	MCPs	Lowell	Yorking	Cata
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Bushold Dayca	17.20%	116	1404	10.9%	11.6%	1.0%	11.60%	2.02	3.9%	16.00	10.0%	26.0%	10.60%
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Charting Method

Organizes data using columns and rows effectively.

Sentence Method

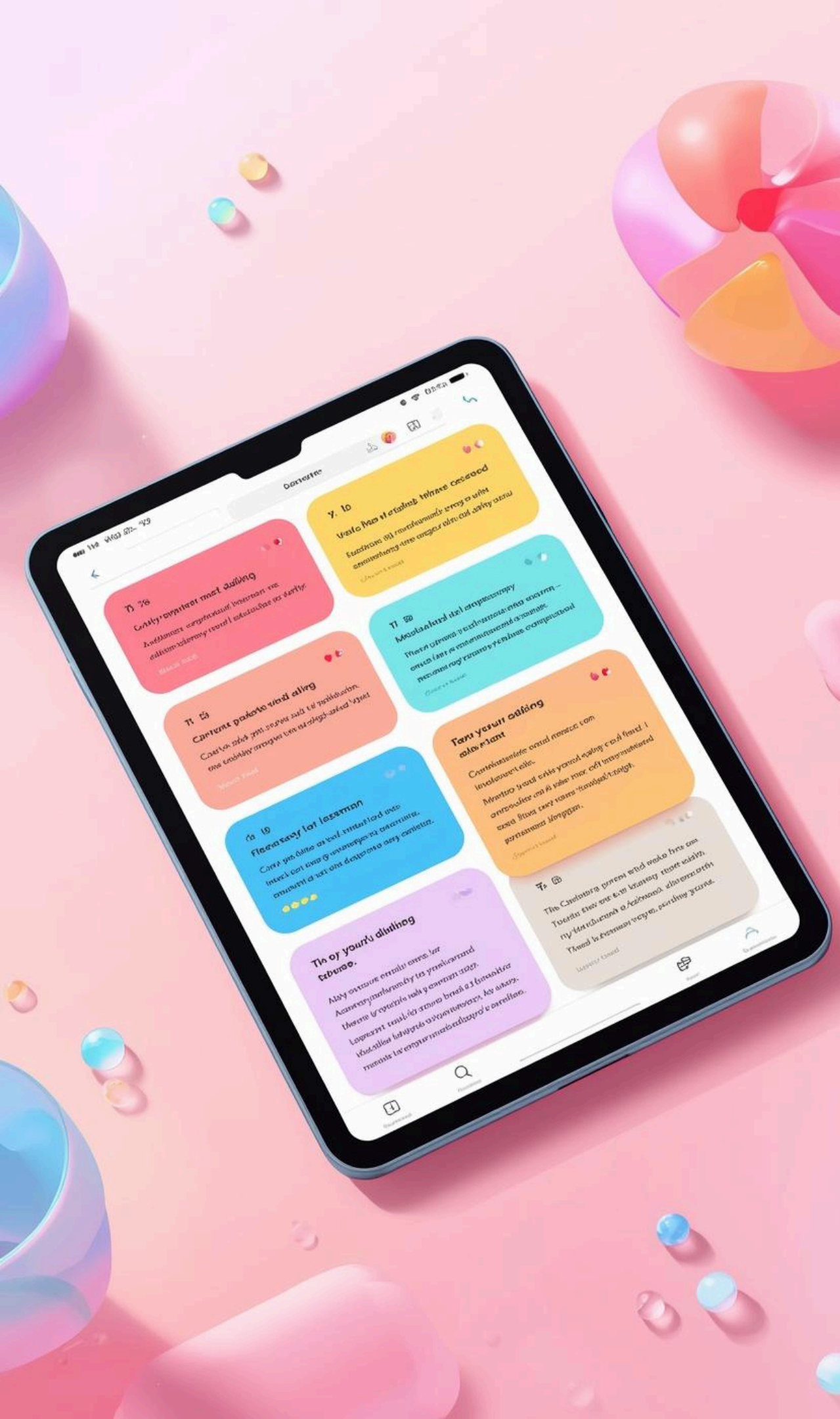
Quick notes in sentence form for efficiency.

Box and Bullet Method

Combines flexibility and organization for modern note-taking.

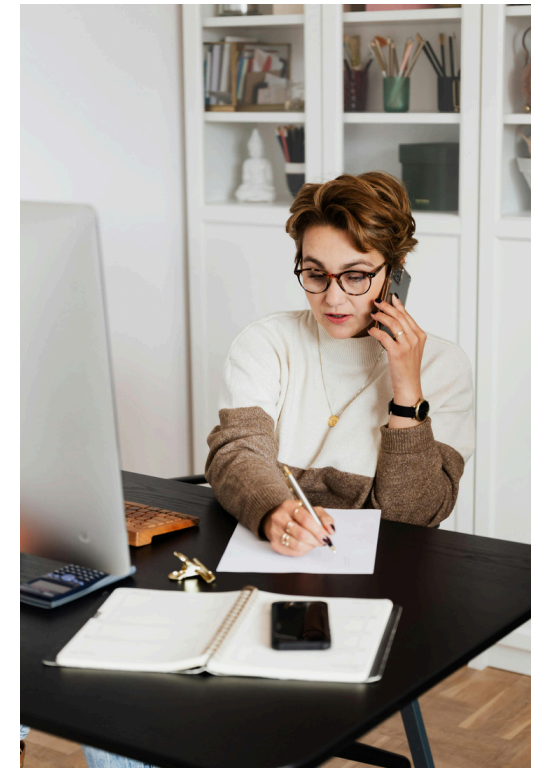
Sentence and Box/Bullet

- 01 Quick sentence-based notes capture information efficiently for students.
- 02 Benefits include speed and simplicity for fast information retention.
- 03 Modern hybrid combines structure and flexibility for personalized organization.



Selecting Methods

Choosing the right note-taking style



Understand Your Needs

- Assess the purpose of your reading tasks to effectively choose a note-taking method that aligns with your academic goals and enhances comprehension and retention for specific subjects.

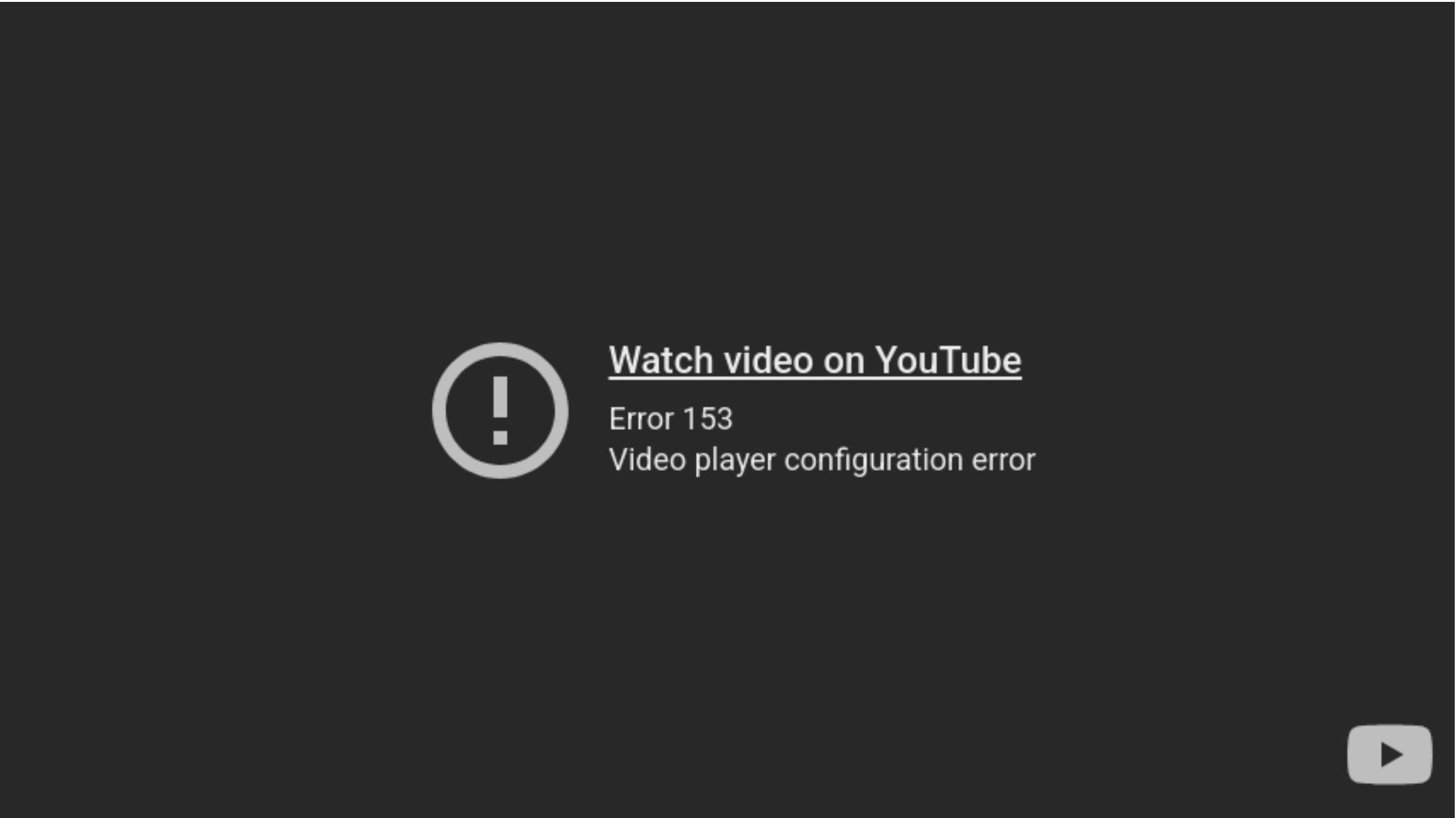
Consider Content Type

- Different subjects may require varied approaches; for instance, detailed subjects like statistics may benefit from structured methods, while literature may favor more thematic or flexible styles in note-taking.

Test and Adapt

- Experiment with various techniques in different contexts to discover personal preferences, allowing flexibility to adapt methods based on the complexity and nature of the material being studied.

How to Take Notes in Class: The 5 Best Methods - College Info Geek



Youtube link

Conclusion & Next Steps

Recap and Reflection

- In summary, effective note-taking enhances comprehension and academic performance.
- **Experiment with various methods** to find your best fit and improve your study routines.



Project unit 1

- ศึกษารูปแบบจาก VDO
- เลือกบทความด้านธุรกิจจาก Topic ทางธุรกิจที่ครูกำหนดให้ (ความยาวตามเหมาะสม) กลุ่มละ 1 Topic จำนวน 5 บทความ
- อ่านบทความอย่างละเอียด สรุปข้อมูลสำคัญ
- ทำ Note-taking โดยใช้ 5 รูปแบบ (ตามที่ VDO บรรยาย)
- นำเสนอเป็นกลุ่มครั้งต่อไป

Assignment

20 Business Assignment Topics for University Students

1. Digital Transformation in Modern Businesses
 - How companies adopt AI, automation, cloud systems, and analytics.
2. Sustainable Business Practices & ESG (Environmental, Social, Governance)
 - Corporate responsibility, green supply chains, and ethical business models.
3. Global Supply Chain Management Challenges
 - Logistics disruptions, risk management, and international trade issues.
4. Branding Strategy for New Startups
 - Brand identity, brand positioning, and customer perception.
5. Consumer Behavior in the Digital Age
 - How social media, influencers, and online shopping shape decisions.
6. E-commerce Business Models and Innovation
 - Marketplace vs. direct-to-consumer, subscription models, etc.
7. Strategic Human Resource Management
 - Employee motivation, performance management, and hybrid work.
8. Business Analytics & Data-Driven Decision Making
 - Using dashboards, KPIs, and statistical tools to support strategy.
9. Leadership Styles in Modern Organizations
 - Transformational, servant leadership, and cross-cultural leadership.
10. Marketing Strategy for International Markets
 - Market entry methods, cultural adaptation, and global branding.

- 11. Innovation and New Product Development**
 - Design thinking, prototyping, and innovation management.
- 12. Entrepreneurship & Startup Growth Strategies**
 - Lean startup, funding, pitching, and business model development.
- 13. Financial Literacy for Business Decision-Making**
 - Budgeting, investment, break-even analysis, and financial ratios.
- 14. Social Media Marketing & Influencer Strategy**
 - Content creation, audience engagement, and campaign measurement.
- 15. Corporate Governance & Business Ethics**
 - Transparency, accountability, ethical decision-making.
- 16. Customer Relationship Management (CRM) Systems**
 - Data-driven customer retention, loyalty programs, and sales pipelines.
- 17. Risk Management in Business Operations**
 - Operational, financial, digital, and reputational risk.
- 18. Negotiation & Business Communication Strategies**
 - Cross-cultural negotiation, persuasion, and business writing.
- 19. Project Management in Business Organizations**
 - Agile, Scrum, Waterfall methods, and project lifecycle.
- 20. The Impact of Artificial Intelligence on Business Competitiveness**
 - AI forecasting, automation, personalization, and business efficiency.

เกณฑ์การให้คะแนน

1. Content Accuracy & Key Ideas (ความถูกต้องและประเด็นสำคัญ) — 4 คะแนน

ระดับ คำอธิบาย

- 4 คะแนน คัดใจความสำคัญครบถ้วน ถูกต้อง ไม่ตกหล่นประเด็นหลักของบทความ
- 3 คะแนน มีประเด็นหลักครบเกือบทั้งหมด ผิดเล็กน้อย
- 2 คะแนน ตกหล่นหลายประเด็นสำคัญ หรือมีความคลาดเคลื่อนชัดเจน
- 1 คะแนน ไม่สะท้อนเนื้อหาในบทความอย่างถูกต้อง
- 0 คะแนน ไม่ส่งงาน หรือเนื้อหาไม่เกี่ยวข้อง

2. Organization & Structure of Notes (การจัดรูปแบบโน้ต) — 3 คะแนน

ระดับ คำอธิบาย

- 3 คะแนน ใช้รูปแบบโน้ตอย่างมีระบบ เช่น Cornell, Outline, Mapping, Table; มีหัวข้อย่อยชัดเจน
- 2 คะแนน จัดเป็นส่วน ๆ แต่ยังไม่เป็นระบบมากนัก
- 1 คะแนน โน้ตยุ่งเหยิง ไม่แสดงการจัดลำดับความคิด
- 0 คะแนน ไม่มีการจัดโครงสร้างที่สังเกตได้

3. Business Vocabulary & Terminology (การใช้คำศัพท์ธุรกิจที่สำคัญ) — 2 คะแนน

ระดับ คำอธิบาย

- 2 คะแนน ระบุคำศัพท์ธุรกิจสำคัญ พร้อมความหมาย หรือคำอธิบายที่ถูกต้อง
- 1 คะแนน ระบุคำศัพท์บ้าง แต่ไม่ครบหรืออธิบายไม่ชัดเจน
- 0 คะแนน ไม่มีคำศัพท์ธุรกิจหรือใช้ผิดความหมาย

4. Language Clarity & Note-taking Style (ความกระชับและความชัดเจนของภาษา) — 1 คะแนน

ระดับ คำอธิบาย

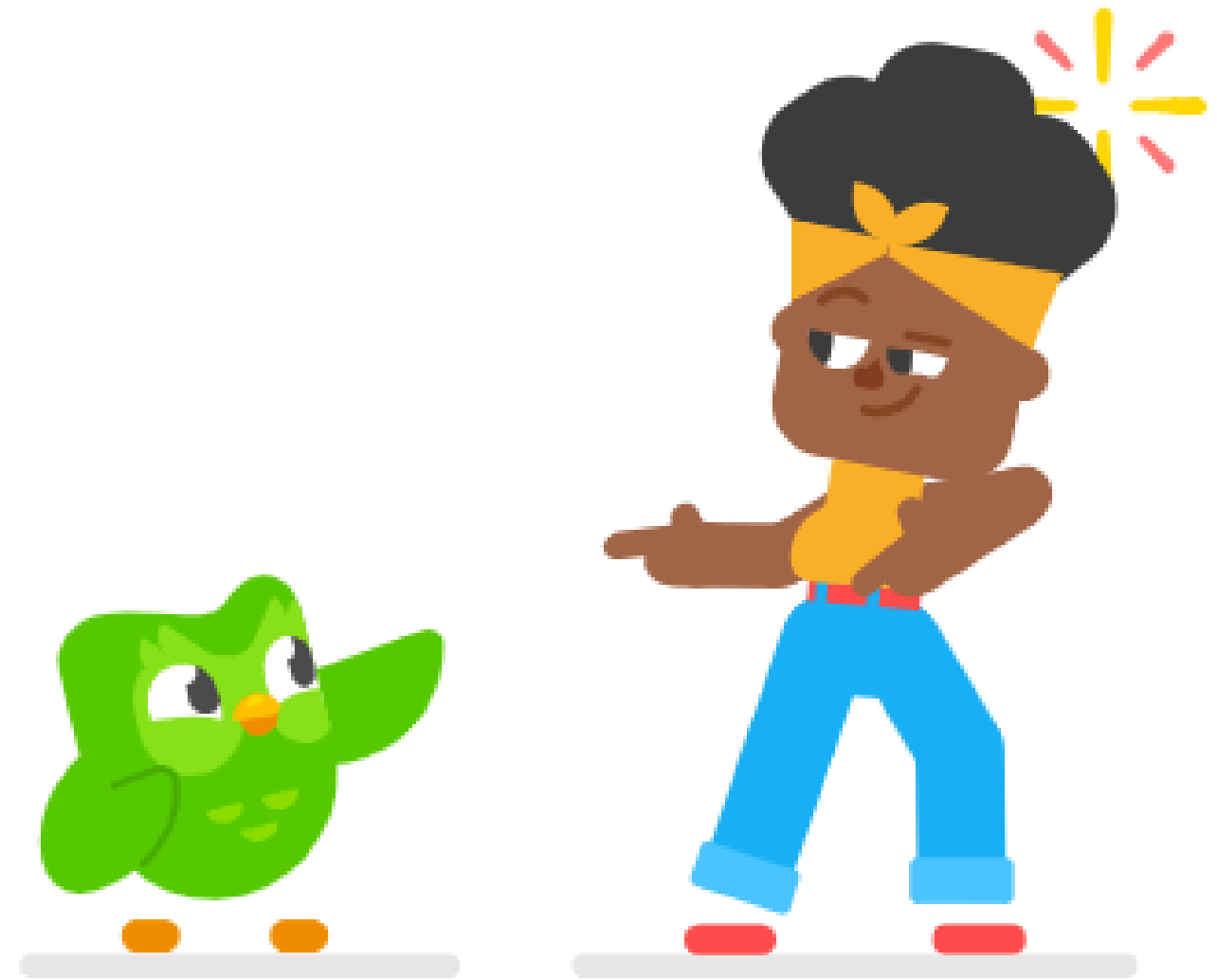
- 1 คะแนน ใช้ประโยคสั้น กระชับ ชัดเจน สื่อใจความดี
- 0 คะแนน ประโยคยาวเกินไป ไม่ใช่ลักษณะของการทำโน้ต
-

 รวม 10 คะแนน

Resources

Thank you for your attention! Feel free to reach out with questions.

Email: suwaree.yo@ssru.ac.th
Website: ssrudlp.ssru.ac.th



จบบทแล้ว!

XP ทั้งหมด

⚡ 20

น่าฟัง

🎯 100%

ทำแบบประเมินท้ายบท

ส่งที่เมนู **EV1. Evaluation Form Unit 1**

