**Cues**
- Main ideas
- Questions that connect points
- Diagrams
- Prompts to help you study

**Notes**
- Record the lecture here, using
  - Concise sentences
  - Shorthand symbols
  - Abbreviations
  - Lists
  - Skip lots of space between points

**Summary**
- Top level main ideas
- For quick reference

**WHEN:**
- After class during review
- During class