

INSTRUCTIONS FOR TAKING NOTES

For Mr. Greenwood's Math Courses, Mt. Everest Academy

Part of your work each month involves taking notes about what you are learning. You need to make these notes before you do the practice problems in a section—it doesn't make sense trying to do the problems when haven't really learned how yet. These are the requirements for the notes:

1. **Do at least one page of notes for each section.** You must **fill the whole page**. You will lose credit if there is too much blank space in the page, at the teacher's discretion.
2. Put the **section number and section title** at the middle of the top (such as: 1-3 Exploring Real Numbers). Also put the normal heading in the top right corner: 1. **Name** (first and last), 2. **Chapter and section numbers**, 3. **Textbook page numbers**. 4. **Date**.
3. The required work for the section must be on **separate paper**, not on the back of the notes page.
4. **Do not copy word-for-word** what is in the textbook. Put the information in your own words, or repackage it in some way.
5. You may use the information from the **examples, but you must use a different problem** than the exact example problem. It's ok to use one or more of the practice problems, but they must still be completed on the work pages also.
6. The notes must be **explanatory**, meaning that you must explain what is happening. You can explain in various ways, with words, diagrams, steps, arrows, flow chart...combinations.
7. You may put **anything** on the notes that helps you remember what the section is about, how to do things, little or big steps that are easy to forget or are hard to do, and anything else that helps you learn the math.
8. **The whole point of the notes** is for you to write down, in some form, your understanding of the math. Research shows this is one of the best ways to learn something well. You will understand it better and remember it better. You will be able to focus on the little details where most mistakes are made. You can use the notes to help you study for and be better prepared for the monthly test. The notes cannot be used on the tests, but can help you beforehand.