Your Turn

So you've just been shown how to use the course outline or syllabus to work out exactly what could come up in a test. Seeing as your exams are being made from the syllabus or course outline, you also want to make sure your notes come from it – that way, you know when they're 100% complete, and you can be confident that you are going to memorise everything that could potentially come up in an exam.

In this activity, you're now going to look at your course outline or syllabus **for a subject of your choice**, and make a plan for when you are going to make notes on each of the learning outcomes. On the next page you'll see an example of how this works.

Elevate Note Making Planner

WEEK	SYLLABUS POINT	DEADLINE	STATUS
7	Cultural Myths: superiority of the white man	3/9	✓
7	Foreshadowing: techniques & quotes	5/9	✓
7	Development of Themes	5/9	✓
8	Features of Utopia	11/9	*OVERDUE
8	Primitivism: Rejection of progress	12/9	✓
8	Tone – Literary Elements	16/9	✓
9	Features of Dystopia	18/9	✓
9	Intertextual References	19/9	
10	Cultural Myths through Visual Conventions	23/9	

Note Taking Planner Example

Step 1 – What do I need to learn?

In the course outline or syllabus, look for the part that says 'Learning Outcomes'/'Students Learn'/'Assessment Objectives' that show you what is being taught and what you need to know for your exam. Read these outcomes and write them down in the planner under where it says: 'Syllabus Point' (see below). **You should have one 'syllabus point' in your planner for each bullet point in your syllabus.**

Step 2 – When am I going to write notes on it?

Let's face it – there is a lot going on each term and it's easy to put off things that don't seem very urgent. The problem is, if you leave all your note-making until the last minute, you aren't going to get it all done. The next step is to **add in a deadline** for when you are going to write these notes.

Step 3 – Track your progress.

Once you've put your note-making goals into the planner, you want to make sure that you keep tabs on how you're going, **so update your status as you reach the end of each week.**

To Do:

1. Using your downloaded syllabus and the note taking planner template below (or your own hand-written planner), plan out the notes you're going to take **over the next 4 weeks.**
2. Aim to get **at least one syllabus point done every week** (though you could do 2 or 3).
3. Upload your completed note taking planner into the Activity Field online.

*And remember – we're only doing this for one subject today, but **every** subject has a syllabus, so **every** subject could have a note taking planner.*

WEEK	SYLLABUS POINT	DEADLINE	STATUS
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