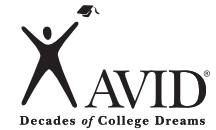


2.13: Note-Reflecting

Cornell Note-Taking Rubric



Steps	Advanced	Satisfactory	Developing	Unsatisfactory
Step 1: Create Format	<ul style="list-style-type: none"> All parts (name, class, topic, period, date, standard/objective, Essential Question) are properly written in the correct place. 	<ul style="list-style-type: none"> Most parts (name, class, topic, period, date, standard/objective, Essential Question) are properly written in the correct place. 	<ul style="list-style-type: none"> Some parts (name, class, topic, period, date, standard/objective, Essential Question) are properly written in the correct place. 	<ul style="list-style-type: none"> Few parts (name, class, topic, period, date, standard/objective, Essential Question) are properly written in the correct place.
Step 2: Organize Notes	<ul style="list-style-type: none"> All main ideas, key words and phrases are recorded. Sufficient space is provided between main ideas. All abbreviations/symbols are used appropriately. Indentation is used consistently to show the relationship between ideas. Many bullets are used to create lists to organize notes. Effective use of paraphrasing is evident. 	<ul style="list-style-type: none"> Most main ideas, key words and phrases are recorded. Some space is provided between main ideas. Many abbreviations/symbols are used appropriately. Some indentation is used to show the relationship between ideas. Some bullets are used to create lists to organize notes. Some paraphrasing is evident. 	<ul style="list-style-type: none"> Some main ideas, key words and phrases are recorded. Inadequate space is provided between main ideas. Some abbreviations/symbols are used. Limited indentation is used to show the relationship between ideas. Few bullets are used to create lists to organize notes. Limited paraphrasing is used. 	<ul style="list-style-type: none"> Few main ideas, key words and phrases are recorded. There is no space between ideas. Few or no abbreviation symbols are used. No indentation is used to show relationship between ideas. No bullets are used—complete sentences are recorded. Paraphrasing is not used—notes are copied word for word.
Step 3: Revise Notes	<ul style="list-style-type: none"> All notes are numbered to indicate a new concept, main idea or topic. All vocabulary/key terms are circled. All main ideas are underlined in pencil/highlighted. All missing/paraphrased information is added in red. All unimportant information is deleted by drawing a line through it. 	<ul style="list-style-type: none"> Some notes are numbered to indicate a new concept, main idea or topic. Some vocabulary/key terms are circled. Some main ideas are underlined in pencil/highlighted. Some missing/paraphrased information is added in red. Most unimportant information is deleted by drawing a line through it. 	<ul style="list-style-type: none"> Few notes are numbered to indicate a new concept, main idea or topic. Few vocabulary/key terms are circled. Few main ideas are underlined in pencil/highlighted. Limited missing/paraphrased information is added in red. Some unimportant information or important information is deleted by drawing a line through it. 	<ul style="list-style-type: none"> No notes are numbered to indicate a new concept, main idea or topic. No vocabulary/key terms are circled. No main ideas are underlined in pencil/highlighted. No missing/paraphrased information is added in red. No unimportant information or important information is deleted by drawing a line through it.
Step 4: Note Key Ideas	<ul style="list-style-type: none"> All questions on left are developed to reflect main ideas in notes. Most questions are higher-level (Bloom's Levels 3–6 or Costa's Levels 2 and 3). 	<ul style="list-style-type: none"> Most questions on left are developed to reflect main ideas in notes. Some questions are higher-level (Bloom's Levels 3–6 or Costa's Levels 2 and 3). 	<ul style="list-style-type: none"> Some questions on left are developed to reflect main ideas in notes. Few questions are higher-level (Bloom's Levels 3–6 or Costa's Levels 2 and 3). 	<ul style="list-style-type: none"> Few/no questions on left are developed to reflect main ideas in notes. No questions are higher-level (Bloom's Levels 3–6 or Costa's Levels 2 and 3).
Step 5: Exchange Ideas	<ul style="list-style-type: none"> Evidence that all gaps in notes have been filled through peer or teacher discussion, tutorials or book, using a different color pen to indicate additions 	<ul style="list-style-type: none"> Evidence that all gaps in notes have been filled through peer or teacher discussion, tutorials or book 	<ul style="list-style-type: none"> Evidence that some information has been added from peer or teacher discussion, tutorials or book 	<ul style="list-style-type: none"> No evidence that supplemental information has been added to the notes
Step 6: Link Learning	<ul style="list-style-type: none"> Synthesized summary reflects the questions/notes. Summary addresses all aspects of the Essential Question based on the standard/objective of the lesson. 	<ul style="list-style-type: none"> Summary reflects most questions/notes. Summary addresses most aspects of the Essential Question based on the standard/objective of the lesson. 	<ul style="list-style-type: none"> Summary reflects some questions/notes. Summary addresses some aspects of the Essential Question based on the standard/objective of the lesson. 	<ul style="list-style-type: none"> Summary does not reflect the questions/ notes. Summary does not reflect the Essential Question of the lesson.
Step 7: Learning Tool	<ul style="list-style-type: none"> Detailed information to be used on test, essay, tutorial, etc., is clearly noted/ identified with an asterisk. 	<ul style="list-style-type: none"> Information to be used on test, essay, tutorial, etc., is clearly noted/identified with an asterisk. 	<ul style="list-style-type: none"> Some information to be used on test, essay, tutorial, etc., is clearly noted/ identified with an asterisk. 	<ul style="list-style-type: none"> No information to be used on test, essay, tutorial, etc., is noted.