

Course Name: How to Teach Two-Column Note Taking

Course Dates: Ongoing

Cost: \$69.00

Credit: 7 hours of Professional Development

Instructor: Keys to Literacy

Assignments:

Many of the course assignments include material that you will be asked to download and save. There are two types of downloads:

- Responses to activities, typically using a Word document. These activity documents are numbered to match the course assignment page.
- Documents, PDFs, PowerPoints, and other materials to support teaching. These are for your use, and have description titles.

Course Purpose/Description: This course is appropriate for any educator who teaches in grades 4 through 12. The course provides professional development for teaching note taking in any subject. You will learn numerous instructional practices for a variety of literacy skills that students must learn in order to take quality notes. You will also learn scaffolds that can be used used to differentiate your instruction to meet individual student needs.

In this course you will:

- Learn why note taking is a helpful comprehension strategy
- Be introduced to the two-column note format
- View classroom examples of notes from text and non-text sources
- Learn how to teach note taking, including note taking sub-skills such as main idea skills and paraphrasing
- Learn how to teach note taking from expository and narrative text
- Learn multiple scaffolds to support students who struggle with note taking
- Learn how to teach note taking from lecture
- Learn how to use two-column notes to teach vocabulary
- Learn how to teach students to use two-column notes to gather information from sources before writing

What you need to take the course:

- Access to the Internet using a computer, a working email and access to Microsoft Powerpoint.