



• Self-assessment of notes
→ ss need to know their notes will help them answer test questions.

• Well-developed Prelistening Tasks
→ lots of predic. of content
→ predict voc. create abbrev.

• Inclusion of L1 deserves a role
→ if ss require L1 to retain key concepts, it should be included

- Contextual listening Practice
- Listening for transition words - organization cues
- Give sts abbreviated notes to write complete notes
- Give note-taking charts, outlines, diagrams, mind, maps, tables

- Reflection notes (free writing)
- Read/listen and report
- Dictionary practice
- Short video/questions
- Dialogue listening practice

Preparation

read material in advance
↳ identify terminology
↳ learn to abbreviate these in advance

Note-taking

review notes w/i 24hrs
↳ transfer from paper to digital format ⓧ

make use of margins to fill in notes later
write unfamiliar words phonetically and check meanings later

Strategy in EAP class

• model note-taking in front of ss for them to see how T makes use of space, what he/she writes down etc. in real time.

ⓧ note-taking vs. note-making