ZiloAcademy

✨ Grade 7 English — Note-Taking ✨

Name: Demo Grade 7 **Date:** 26/11/2026

1. Should you record a page number or timestamp so a quote can be found again later?

2. Answer both (separate your two answers with a comma). 1) Is it helpful to use the same abbreviations consistently throughout one set of notes? 2) Should separate note-taking sessions on the same topic be dated so you can tell them apart later?

3. Answer both (separate your two answers with a comma). 1) Is it helpful to leave a margin in your notes for questions or comments added later? 2) Is writing in full, grammatically complete sentences the fastest way to take notes during a live talk?

4. Answer both (separate your two answers with a comma). 1) Does the Cornell method divide a page into notes, cues and a summary section? 2) Is it helpful to organise notes under clear headings while researching?

5. Answer both (separate your two answers with a comma). 1) Should the headings in your notes roughly follow the structure the speaker or source actually used? 2) Is it helpful to organise notes under clear headings while researching?

6. Should information you're unsure you heard correctly be flagged for follow-up rather than written as fact?

7. Answer both (separate your two answers with a comma). 1) Is it helpful to organise notes under clear headings while researching? 2) Should information you're unsure you heard correctly be flagged for follow-up rather than written as fact?

8. Answer both (separate your two answers with a comma). 1) Is it good practice to date your notes so you know when the research was done? 2) Is it better to leave a note incomplete than to guess at something you misheard?

9. Answer both (separate your two answers with a comma). 1) Should messy, disorganised notes be left unreviewed until the night before an assignment is due? 2) Is reviewing notes right before a test, as well as soon after taking them, a useful habit?

10 Answer both (separate your two answers with a comma). 1) Should your notes clearly distinguish a speaker's stated opinion from a fact they stated? 2) Should you leave space in your notes to add extra details later?