**Video Note-Taking Tips**

1. Ask yourself why you are watching the particular video, what you are trying to learn from watching it.
2. Watch the video once just looking for and noting on paper what categories of notes seem relevant to include. For example, are there directions, main ideas or key concepts or key points, or examples? Does the presenter ask or imply certain questions? Is there a surprising piece of information?  Are there tips? Are steps presented?
3. Try to summarize or encapsulate the most important parts. Begin each note with a label that describes it, e.g. *Objective,* *Main Idea, Supporting idea, Example, Evidence, Presenter question, My question, Instruction, Step,* etc.
4. If you think you missed something, in the note indicate that, for example. with four dots  “….”.
5. If you are confused about something, in the note indicate that, for example with an “\*” or a “*?* ”.
6. Abbreviate words to write more in less time, e.g. *wrtg* for “writing”, *w/* for “with”, *org* for “organization”, etc.
7. Don’t worry about spelling*.*
8. Note-taking improves with practice.

**Two Methods of Viewing Documentaries**

While viewing a video for class, the most important thing to keep in mind is to be aware of the theme of the course, theme of the week, the focus of the class, and anything the instructor says to pay attention.

. Common mistakes that students make are:

1) write excessive notes, 2) not write enough or any notes, or 3) not understand the video. Here are three methods

You can try:

**•Method 1: Watch the video and write notes afterwards.**

Itis best to watch the film and pay close attention to it. Paying close attention to a film will allow you to remember scenes that are memorable, quotes that stood out for you, character behavior and development, and other key moments that may be of importance.

The one thing you have to make sure is to write (or type) everything that you remember about the film after you have viewed it.

This will allow you to think thoroughly and be very descriptive about the film.

Advantage

If you were assigned to write an essay about the film, you could use your notes as the start of the essay.

**• Method 2: While watching the video, take notes of scenes that interests you or scenes that look important to you.**

Sometimes we forget scenes or key moments after watching a video. The best approach in this case is to write short notes of scenes or key moments that appear important.

Do not write notes constantly, as this will defeat the purpose of watching the video. You want to be able to view the video and write notes seamlessly.

Another approach to this is to write notes every 5-10 minutes about how the video has progressed.

Advantage: Taking notes every 5-10 minutes allows you to create a timeline of events. It can help you pinpoint significant scenes of interest.