

**Good notes** contain all the important information and content and omit some of the trivial content. They include big ideas and details, but are not written in complete sentences.

**Good notes** are highly readable and make a good tool for studying content. They feature adequate white space to improve readability and use techniques such as color-coding, bold, highlighting, underlining, etc. to emphasize and chunk content into smaller bits.

**Good notes** include both **summary** and **reflection**. Summary is a restatement of the big ideas in the content. Reflection is your analysis and opinion of the content (why it's important).

Rubric for Notes

	<b>Excellent 4</b>	<b>Good 3</b>	<b>Needs Work 2</b>	<b>Weak 1</b>
<b>Information /Content</b>	Content is thoroughly recorded and detailed	Content is adequately recorded and detailed	Missing some important content	Drastically short on content
<b>Apperance/ Readability</b>	Abundant use of color, space, and other text tools	Apparent use of color space or text tools	Attention to color, space, or text tools needed	Color, space, or text tools ignored
<b>Summary and Reflection</b>	Both summary and reflection are effective	Summary and reflection apparent	Summary or Reflection apparent	Neither summary nor reflection
			<b>Name:</b>	<b>Total Points</b>

