Shorthand for Notetaking - Notehand

- Some common forms of notehand include spelling every day words phonetically eg. says = saz, days = daz.
- Another notehand technique is to **develop abbreviations** for words that are used frequently in the course.

  - eg. Real Numbers - R
  - Natural Numbers - N

As long as you have the word spelled out correctly somewhere in your notes, you can refer back.

- Leave out the "the's, a's", etc.
- Use symbols when you can

  - & for and
  - B for but
  - X for except
  - etc.

- Leave out vowels.

  - between =btwn
  - among = amng
  - patient =ptnt

- If there is a simple symbol, use it

  - $1° = $ primary
  - $2° = $ secondary
  - ♥ = heart
  - $\forall$ = for each

  - $\therefore$ = therefore
  - $\exists$ = there exists
  - $\ni$ = such that
  - $\in$ = is an element of

- <u>PRINT</u> key words. The eye and brain recognize print faster and you will remember it longer.

From http://www.richland.edu/staff/jodell/notes.html (accessed 11/9/05)