

Sample Note Taking Form for Middle School Students

Learning to use outline format for note taking is an important skill taught in Middle School History. Your teachers offer two methods or forms for note taking beginning in Grade 6 and continuing through Grade 8. It is the hope of your teachers that this skill will stay with you throughout your educational careers. **Use phrases when taking notes and do not write using sentences.**

I. Main Idea

A. Support Fact for Main Idea

1. Detail
2. Detail
 - a. Support for detail
 - b. Support for detail

B. Support Fact for Main Idea

1. Detail
2. Detail
3. Detail
 - a. Support for detail
4. Detail
 - a. Support for detail
 - b. Support for detail

II. Main Idea (always skip a line before starting a new main idea)

A. Support Fact for Main Idea

1. Detail
 - a. Support for Detail
2. Detail

B. Support Fact for Main Idea

1. Detail
2. Detail

C. Support Fact for Main Idea

1. Detail
2. Detail

III. Main Idea

A. Support Fact for Main Idea

1. Detail
 - a. Support for Detail
2. Detail
3. Detail

B. Support Fact for Main Idea

1. Detail
2. Detail

Your teacher will help guide you as to how many support facts and details are necessary.

Main Idea

- Support Fact for Main Idea
 - * Detail
 - * Detail
 - # Support for detail
 - # Support for detail
- Support Fact for Main Idea
 - * Detail
 - * Detail
 - * Detail
 - # Support for detail
 - * Detail
 - # Support for detail
 - # Support for detail

Main Idea (always skip a line before starting a new main idea)

- Support Fact for Main Idea
 - * Detail
 - # Support for Detail
 - * Detail
- Support Fact for Main Idea
 - * Detail
 - * Detail
 - * Detail
- Support Fact for Main Idea
 - * Detail
 - * Detail

Main Idea

- Support Fact for Main Idea
 - * Detail
 - # Support for Detail
 - * Detail
 - * Detail
- Support Fact for Main Idea
 - * Detail
 - * Detail

When taking notes make sure to:

- Skip a line between each main idea
- Label each line with a number or symbol depending on the form chosen
- Indent each new line whether it is a support fact or detail. Be consistent with your indenting so the numbers or symbols line up in a row down the page.
- Be organized. You will study from these notes. Keep them neat and easy to read.
- See your teacher for help when necessary.