

Notes - taking skills

Note-taking is a useful way of helping you to do a presentation on a particular subject. The short phrases are all you need to jog your memory and enable you to talk about relevant information in the correct order.

For example:

A presentation about the Ancient Egyptian food should include the following information:

1. Why there was so little room for growing animals
2. Which types of food were considered 'choice'
3. Why birds were fattened
4. Which birds were used for their eggs
5. Which types of food formed the main part of poor people's diet
6. The kinds of fruit grown
7. The kinds of fruit not found in Ancient Egypt
8. The ways in which food was preserved
9. What herbs and plants were
10. How food was consumed

This is what your notes might look like. Notice how the features of note-taking

Notes on Ancient Egyptian Food

1. Nile valley - fertile land used for food crops, not animals
2. Animals - pigs & fish
3. Birds fattened - fatted animal is oil & wine
4. Eggs - ducks, geese, pelicans
5. Poor people - mainly bread & veg
6. Dates, olives, figs and pomegranates eaten
7. Oranges, lemons, limes and olives not found in all
8. Preserved food - salted, sun-dried or pickled
9. Lotus & papyrus - types of sweet cheese
10. Honey - sweetest food