



### A. Making My Dot-Jot Notes

As you read through the various sources of information you will need to make some notes. You are to use **three** sources of information for each question - from books, articles, articles from INNZ, World Wide Web, World Magazine Bank, World Book Online - whatever resources help you to answer your question in the best way.

Using the **Dot-Jot** method (one idea/fact/point per line) make your notes in the spaces below: Remember you do not use full sentences - these are notes for your own use.

#### Source 1

<b>Key Question 1</b>
<p><b>Source:</b> Book, magazine, newspaper, interview, website, etc                  Complete these details and add appropriate ones where necessary such as URL etc. You will need these details when you evaluate resources later on and when you make your reference list.</p> <p>Title:                  Author:                  Publisher:                  Year of publication:                  Place of publication:                  URL:</p>
<p><b>Dot-Jot Notes:</b></p> <p>1. _____                  2. _____                  3. _____                  4. _____                  5. _____                  6. _____                  7. _____                  8. _____                  9. _____                  10. _____</p>

#### Source 2

<b>Key Question 1</b>
<p><b>Source:</b> Book, magazine, newspaper, interview, website, etc                  Complete these details and add appropriate ones where necessary such as URL etc. You will need these details when you evaluate resources later on and when you make your reference list.</p> <p>Title:                  Author:                  Publisher:                  Year of publication:                  Place of publication:                  URL:</p>
<p><b>Dot-Jot Notes:</b></p> <p>1. _____                  2. _____                  3. _____                  4. _____                  5. _____                  6. _____                  7. _____                  8. _____                  9. _____                  10. _____</p>

### Source 3

<b>Key Question 1</b>
<p><b>Source:</b> Book, magazine, newspaper, interview, website, etc          Complete these details and add appropriate ones where necessary such as URL etc. You will need these details when you evaluate resources later on and when you make your reference list.</p> <p>Title:          Author:          Publisher:          Year of publication:          Place of publication:          URL:</p>
<p><b>Dot-Jot Notes:</b></p> <p>1. _____          2. _____          3. _____          4. _____          5. _____          6. _____          7. _____          8. _____          9. _____          10. _____</p>

### B. Combining the notes to get the main points I will use in my answer:

Look at your notes you have made. Do they answer your questions to your satisfaction? If not you will need to look for more information.

If you think you have enough information, you now need to combine the notes you have made. Think very carefully about which points you will include and which points you think are not so important and which you therefore won't include. Make sure you indicate where the point came from as you may need to go back to this source.

<b>Question One: Points I will use in my answer</b>		
<b>Question:</b>		
	<b>Points:</b>	<b>Source:</b>
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Notes:

- Give students practice in Dot-Jot notemaking – for example, choosing the main points from a paragraph of a text book.
- Students complete three lots of notes for each of the three questions they have formed. The combined points can then be entered into tables such as the one above with the three tables (one for each question) on one page. Students will therefore have all their main points for each question on one page for easy reference.