Q. Notes is a literacy support tool that helps determine importance when note taking. Take notes during reading or viewing: 1) form questions to analyze the text features; 2) answer questions to synthesize information; and 3) summarize the information to determine importance.

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| Questions: Turn the titles, subheadings, and graphics into questions. Record the page number. Revise questions as needed. | Information: Record information that answers the questions. |
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| Summary: Summarize your notes in 1-2 sentences. | |