Summary

Whenever EFL students are confronted with the task of notetaking either in higher education or secondary schools or even in their professional arena. They find themselves frustrated at their inability to fulfill the task successfully. Moreover, they often see the task pointless, either because they do not know how to follow up on on their notes or how to make them useful or effective to acquire more effective comprehension skills. In general their notes are not exploited further as a learning aid for speaking or writing.

The purpose of this workshop will be both to raise awareness about the complex processes involved in notetaking as well as to illustrate how it can be used as a learning aid.

The session will be mostly built upon the analysis of different sample notes taken from different types of notetaking strategies as well as sample notes taken by students in different EFL classes.

Presenters will invite participants to discuss in groups how they have used notetaking strategies either as teachers or learners. Workshop leaders will ask participants to take the role of learners in order to participate in a demonstration activity. They will listen to a sample listening text and will be asked to take notes while listening. Then, one volunteer will be asked to reconstruct the contents of the lecture on the basis of her notes. The rest of the participants will be asked to check for missing information that was relevant or information that was not accurate.

Participants will then discuss questions related to the processes and skills involved in their notetaking as well as strategies they have used to organize the information.