



SNS COLLEGE OF TECHNOLOGY

Coimbatore-35
An Autonomous Institution



Accredited by NBA – AICTE and Accredited by NAAC – UGC with ‘A+’ Grade
Approved by AICTE, New Delhi & Affiliated to Anna University, Chennai

DEPARTMENT OF ENGLISH

19ENB101- COMMUNICATIVE ENGLISH
I YEAR / I SEMESTER

UNIT 2: READING

TOPIC : READING AND NOTE-MAKING



NOTE-MAKING

Note-making helps you concentrate on what you are reading. It helps you to understand new information and new ideas. Noting things down in your own words helps to place them in your long-term memory.



Two types

1. Linear method
2. Non-linear method



Heading / Title of the Topic

- 1. Sub – heading 1*
 - 1. i. Point 1*
 - 1. ii. Sub sub-heading*
 - 1. ii. a. Sub point 1*
 - 1. ii. b. sub point 2*
 - 1. iii. Point 2*
- 2. Sub – heading 2*
 - 2. i. Point 1*
 - 2. ii. Sub sub-heading*
 - 2. ii. a. Sub point 1*
 - 2. ii. b. sub point 2*
 - 2. iii. Point 2*

Key

Gov. – government

Info. – Information



Reference :

<https://libguides.reading.ac.uk/reading/notemaking>



Thank You

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