

How to Take Notes on Literature

This note-taking method assumes you are reading a book that you are not allowed to write on, therefore, you will need separate note-taking supplies such as notebook, a **Google Doc (preferable)** or sticky notes**.

1. Create a **Note-Taking Table** (preferably in Google Docs or other word processing option. The point is to *have a document that you can add to and modify as you read*. [TIP: Set up your page to *Landscape* (horizontal) layout.]

Title: <i>(NOTE: you should be able to understand/explain the significance of the title after reading the work)</i>				Author: Publication Date:		
Pg #	Characters	Traits/ characteristics	Plot events	Symbols &/ or Literary terms	Quotes	Questions/Insights

As you read,

- write down **facts** and **adjectives** about the character(s), along with *page numbers* of key descriptions
- write down important **quotes** that support or illustrate key story elements (see below)
- related *questions, comments or insights* that occurred to you as you read
- look up new or difficult *vocabulary* that help you comprehend the reading

Story elements to take note of:

- **Setting** (time (year/century, time of day/night, weather conditions; place=where)
- **Protagonist** (main character) and **antagonist** (the force/character against the main character)
- Important **plot** events that relate to: the **rising action**; the **conflict**; the **climax**; the **falling action**; the **resolution**
- What's the character's/characters' **motivation** for acting the way they do?
- Repeated **symbols** and **themes**; **literary terms** and/or figurative language

If using **sticky notes, for *each page* of the work, jot down notes about relevant items identified in the columns above.