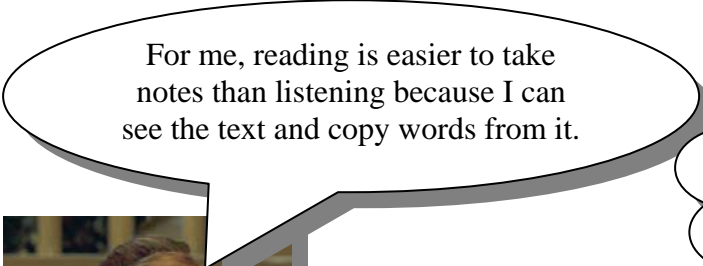

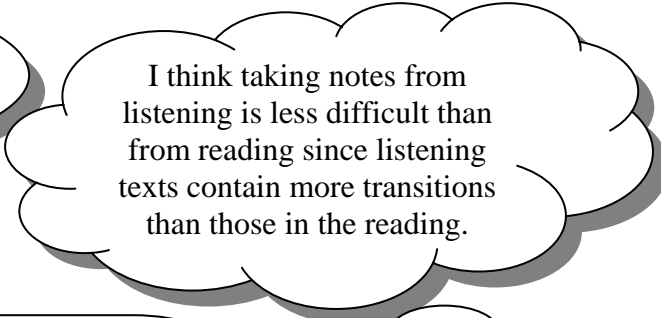
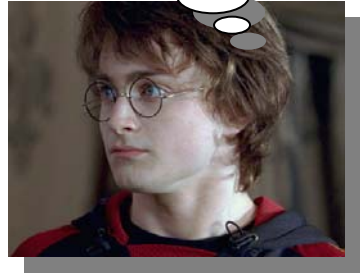


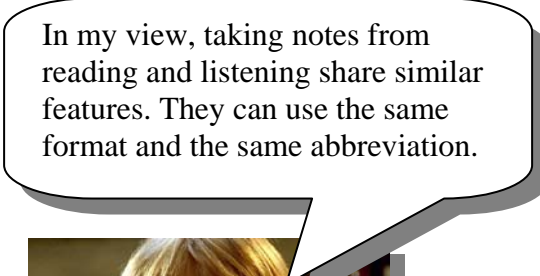

NOTE-TAKING FROM LISTENING

Activity 1: Reading and Listening for Note-taking

Starter: Do you agree or disagree with the following people? Why or why not?

Practice: Can you think of any similarities and differences between taking notes from listening and from reading? List at least 5 sentences for each column. Then, compare your answers with your partners.

Taking Notes from Reading and Listening	
Similarities	Differences

Knowledge Transfer: Look at the following passages. How would you take notes for each of them?

Statements	Notes
<p>1. A recent decision made by the Organization of Petroleum Exporting Countries has resulted in a rise in local fuel prices.</p>	<p>Strategies No. _____</p>
<p>2. The far north of Thailand is mountainous with valleys watered by a number of rivers and streams. The rolling Northeastern Plateau, by contrast, suffers from frequent droughts, although these are being alleviated by an increasing number of reservoirs and other man-made water facilities.</p>	<p>Strategies No. _____</p>


Compare your notes with your partner. Do you have the same notes?

Now, use your notes above to identify note-taking strategies. Which strategies did you use when taking notes? Put the number of each strategy in the box below to fill in each column above.

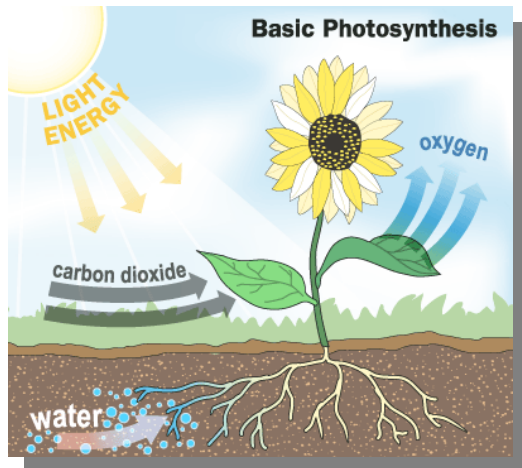
Strategies in taking notes:

1. Note only key words
2. Use symbols and abbreviations
3. Produce the note in an appropriate format



 Now, look at the following pictures and guess what stories you will be listening to. Listen and try to take notes.

Paragraph 1



Your note:

Do you know these words?

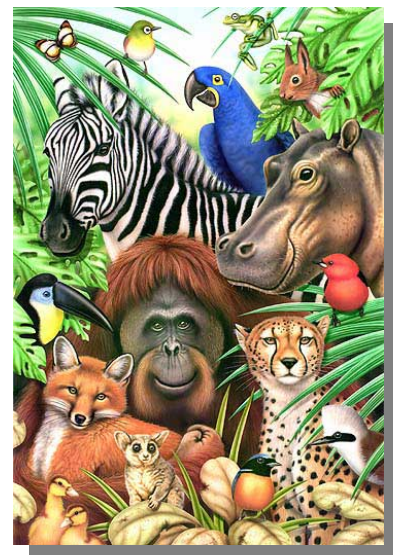
- Mineral nutrients?
- Diffuse? - Consumption?

Paragraph 2

Your note:

Do you know these words?

- Survive???
- Breeding age???



Did you use the same strategies as you used in the previous activity? Why did you use those strategies? If possible, would you alter your strategies when taking notes from listening?

Remember, you can use the same note-taking strategies across skills which are

1. Note only key words.
2. Use symbols and abbreviations.
3. Produce the note in an appropriate format.

Activity 2: Listening Practice for Note-taking

Starter: Before you listen, look at the following pictures. What are people in the pictures doing?



Warm-up Questions:

1. How often do you exercise?
2. What do you usually do when you exercise?
3. What do you think are the benefits of keeping fit?

Vocabulary Preview

Instructions: Do you know the following words? Give a short form for each word and try to guess their meanings.

Word	Short form	Definition/ Examples
1. fitness freaks	_____	_____
2. substances	_____	_____
3. complicated	_____	_____
4. workouts	_____	_____
5. couch potato	_____	_____

Listening for Main Idea

Instructions: Listen to the first part of the passage. What is the passage about and what are the important key ideas in the passage? Write your answers in the space provided.

Who?	
What?	
Results?	1) 2) 3) 4)

Check your answers with your partner.

Prediction: Based on what you have heard so far, what will the rest of the story probably be about? Write your guess in the space provided.

Note-taking: Now, listen to the rest of the passage and take notes in the space provided.

Did you have any difficulty in taking these notes? Check and compare your notes with your partner.

Input:

During listening, did you hear any transitions at all? Transitions are words such as *and, or, but, etc.* which connect ideas in a clause or sentence.

Now, listen to the passage again and note transitions or words which link ideas in the space provided.

_____	_____	_____
_____	_____	_____

Check your answer with your friends.

Note:

Transitions convey different meanings in the sentences. Can you group each transition into its correct column?

Dealing with time	Giving examples	Showing related ideas	Expressing different ideas

Can you add more transitions to the columns?



Now, listen to the following passage and fill in an appropriate transition for each blank.

Americans say that they believe in fairness and justice. _____ sometimes we don't act very fairly in everyday life. If a group of people is waiting for service in a delicatessen or bakery; _____, the most aggressive person – not the person who has waited longest – will often be served first. An older person or a mother with a baby may enter a crowded waiting room where all the chairs are taken. The woman or older person may need a seat more than some of the other people who are sitting down. _____ often no one will get up to offer a seat. People will think more of their own comfort than of what is fair.

(Adapted from: Aue-Apaikul, P. (1997). Writing skills for TOEFL and college students (6th ed.). Bangkok: PSP)

Can you fill in the blanks? Check your answers with your friend.