

Boxing Note-Taking Method

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- The practice of using boxes to visually separate topics within a page.
- Allows for students to review their notes in a visual way and identify key topics.
- Best used for visual learners.
- This method is also good for learning languages and verb tenses.

How to use:

- Identify the main topic as well as relevant subtopics.
- The title or main topic should be at the top of the page.
- Under each subtopic, note down key points in the form of a list and frame each subtopic with its relevant information in a box.
- Boxes can be made bigger or smaller depending on the note taker preference.

Boxing Note-Taking Example by Candace Osmond:

● ● ● VERB TENSE ● ● ●		
A verb tense is made of a time frame and an aspect. The time frame is divided into the past, present, and future. The aspects of verb tenses refer to the verb's state of action, and they are divided into four: simple, progressive, perfect, and present progressive tenses.		
Simple Present I create my writing schedule every week.	Simple Past She started the book yesterday.	Simple Future She will walk to work tomorrow.
Present Continuous The lady in red is looking for her shoes.	Past Continuous We were clapping until he tripped on the stage.	Future Continuous She will be having piano lessons tomorrow.
Present Perfect She has come a long way.	Past Perfect Many universities had strengthened their liberal arts programs when the economy declined.	Future Perfect Mar will have left before you arrive.
Present Perfect Continuous We haven't been feeling well lately.	Past Perfect Continuous He had been cooking steak when his wife walked in the kitchen.	Future Perfect Continuous I will have been writing a new book for ten months in Fall.

grammarist.com

References:

GoodNotes. (2017, October 4). Alternative Note-Taking Methods Explained — “The Boxing Method”. Goodnotes. <https://www.goodnotes.com/blog/boxing-note-taking-method>

Osmond, C. (2023). *Verb Tenses – Uses, Examples & Worksheet*. Grammarist. <https://grammarist.com/grammar/verb-tenses/>

Tamm, S. (2023, January 20). The 9 Most Effective Note-Taking Methods. E-student.org. <https://e-student.org/note-taking-methods/>

NAME:

COURSE:

DATE:

MAIN TOPIC:

SUB TOPIC:

KEY POINT 1:

KEY POINT 2:

KEY POINT 3:

SUB TOPIC:

KEY POINT 1:

KEY POINT 2:

SUB TOPIC:

KEY POINT 1:

SUB TOPIC:

KEY POINT 1:

KEY POINT 2:

KEY POINT 3:

SUB TOPIC:

KEY POINT 1:

SUB TOPIC:

KEY POINT 1:

KEY POINT 2:

KEY POINT 3:

SUB TOPIC:

KEY POINT 1:

KEY POINT 2:

KEY POINT 3:

KEY POINT 4:

SUB TOPIC:

KEY POINT 1:

BRIEF SUMMARY:

NAME:

COURSE:

DATE:

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