WRITING NOTECARDS

Whether you are reading an article, watching TV, or talking to someone, you will need to take good notes. Write a notecard for each important idea or fact you might use in your essay.

Т	itle	
В	ody Text (keep notes short)	
S	ource Information	

There are three parts of a notecard:

- **1. Title** -- Make sure it tells what the notecard is about. The titles will help you organize your notes easily.
- **2.** Body -- Keep your notes short. They should fit on the front and back of the notecard.
- **3. Source** -- Write the source of the information at the end of the notecard. To find more information on noting the source, please see the section entitled *Noting the Source on Notecards*.

After you've finished your library research, return to the Research Wizard and enter your notecards. Later you will use the Research Wizard to help you organize your notecards.

