

The Purpose of Notetaking

To provide quality notes for the deaf and hard of hearing students requesting services.

What is Notetaking?

Notetaking means recording on paper the main points of what is said in class during lectures, discussions, reports or films. It also includes highlighting important main topics or themes that are emphasized by the instructor, defining new vocabulary, and organizing the material to best present the class information. Notes are NOT a word-for-word record.

Notetakers are

- Who - Hearing students
- What - Responsible for taking quality notes
- Where - Classroom, lab, field trip
- When - Every class occurrence
- How - Hired, trained, evaluated

Suggested Requirements

First Time Notetakers

- Registered for the course
- Good personal notetaking skills
- Dependable
- Trustworthy
- Good time management skills

Must have

- Content knowledge in the course
- Legible handwriting
- Good organizational format
- 3.0 GPA or higher
- Completed Notetaker training

National Technical Institute for the Deaf, a college of Rochester Institute of Technology

Notetaker Training Program ^{Home}

Deaf Awareness Video

Training

Practice

Assessment



Abbreviations

FAQs

Want to be a Notetaker?

E-Mail to Coordinators

Welcome to NTID's Notetaker Training Program

Deaf college students who use notetaking services are best served by notetakers who know how to take quality notes. Toward this end, this website was created.

The website has as its primary purpose: To introduce beginning classroom notetakers to a set of best notetaking practices (**Training**) and to allow opportunities to actually notetake using video segments of actual college classroom lectures (**Practice** and **Assessment**).

In addition, the site includes a fourteen minute **Deaf Awareness Video** to orient beginning notetakers to the perspectives of deaf individuals as these relate to being deaf, communicating with hearing people, and notetaking.

All four sections of this training program feature video or training segments with voice. Therefore, your computer needs to be enabled to play sound.

These sections are best viewed at screen resolutions approximating 1024x766 ([more](#))



Interactive Demo

[Click me](#)

Notes Process

- **Handwritten or on a laptop taken during the class**
- **Turned in after class**
- **Logged in for tracking**
- **Choices: copied notes, NCR paper, web access**
- **Used by students, notetakers, tutors, and faculty members**

How to secure notetakers

- Hire previously trained notetakers
- Access current student schedules
- Access class roster to contact students electronically
- Train qualified “walk-ins”
- Participation at the campus Job Fair
- Contact the Professor
- Referrals from Notetakers & students
- Post flyers around campus

How Notetaking services are provided to deaf and hard of hearing students

- **Students must request services**
- **Post a list of classes requesting a Notetaker**
- **Assign Notetakers who: are registered for the course, have previously completed the class, have a connection to the major course of study, or may be scheduled to take the class at a later date**

Benefits of Notetaking

- Being paid to attend class
- Motivation to attend every class session
- Improve notetaking skills
- Learn good notetaking techniques
- Improve own grades **
- Review material from previous courses
- Opportunity to interact with deaf students