

CHoMP Note-Taking Guide

- C Cross out
- H Highlight
- M Make notes
- P Paraphrase

Step 1: Cross out small words, such as prepositions and conjunctions

Step 2: Highlight important information in the remaining text

Step 3: Make notes based on the highlighted information (abbreviate, make lists, use graphic organizers, use symbols, draw)

Step 4: Put the notes into your own words (paraphrase). Be sure to put quotation marks around words/phrases that you borrow from the original text. Try to avoid quoting as much as possible.

Sample:

Original Source	Notes	Paraphrase
<p>1. Cross out 2. Highlight</p> <p>“Bushes, trees, and other plants are burned in naturally occurring forest fires in many ecosystems. Usually, burned forests quickly begin to grow again. Fires once occurred on a regular basis. However, in the past 100 years or so, people have put out forest fires as quickly as possible. Without these small fires, large amounts of live and dead vegetation have accumulated on forest floors. This vegetation provides excellent fuel for fires. As a result, uncontrollable forest fires have burned in large areas in British Columbia and elsewhere in Canada. The fires that occurred in British Columbia in the summer of 2003 were especially destructive. These uncontrollable fires can be much more damaging to ecosystems than the smaller fires that once occurred on a regular basis. Many scientists feel that global warming (the steady increase in the temperature of Earth’s atmosphere) has led to reduced moisture in the environment. Less snow in the winter and less rain in summer have caused the forests to be drier and more likely to catch fire.” (Science Probe 7 Textbook, p. 55)</p>	<p>-forest fires are common -in the past: small forest fires helped to rid forest of dead vegetation -now: people put out fires quickly Result: lots of vegetation gathers and creates a source of fuel for large, uncontrolled fires -these large fires damage the ecosystem -could global warming be the cause of decreased moisture (snow and rain) in environment?</p>	<p>In the past, small forest fires helped to reduce the amount of dead vegetation on the forest floor. Now, forest fires are put out quickly, reducing the chance to burn unnecessary vegetation. Decreased moisture in the environment and increased dead vegetation in the forests have led to destructive and uncontrolled forest fires in British Columbia.</p>

Adapted from

Guinee, K., & Eagleton, M. (2006). Spinning Straw into Gold: Transforming Information into Knowledge during Web-Based Research. *English Journal*, 95(4), 46. doi: 10.2307/30047088