



UNIT 4B: ORGANIZING IDEAS AND INFORMATION

Why this unit?

Organization is the heart of efficient and successful learning. The organization module provides students and teachers with strategies for organizing materials, ideas, and time. Specifically, in Part B students will learn how to organize and prioritize their ideas.

What is in this unit?

Lesson 1: Sorting and Categorizing Using BOTEK (1 hour): Students will learn strategies for organizing information to improve their reading comprehension and writing. They will learn how to focus on “big ideas” or important concepts in relation to the details.

Lesson 2: Bottom-up vs. Top-down Thinkers (1 hour+): Students will shift from organizing ideas using a detail-oriented, bottom-up approach to using a big-picture, top-down approach.

Lesson 3: Note-taking During a Lesson (1 hour+): Students will learn strategies to help them identify, record, and organize critical information from a class lesson.

Lesson 4: Using the Triple-Note-Tote (1 hour): Students will learn “Triple-Note-Tote,” a three-column strategy for note-taking, which can be used across the content areas.

Lesson 5: Studying with the PPCQ (1 hour): Students will learn to prioritize information for studying and to create a “Triple-Note-Tote” study guide.