18 Organize and Study

By The Reading Laboratory
Written for Newspaper Enterprise Association

LET'S set the stage for this article You're home and ready to study You have a page of main-idea lecture notes from the morning's class You have a textbook open to the chapter that applies to the lecture You have a clean notebook and a pencil You're alert, bright-eyed, bushy-tailed and rarin' to get started So what do you do?

You could give it all up as a bad job and watch television, but that would be the coward's way out

Or you could combine your lecture notes and the textbook chapter into a single, coherent outline Making outlines is sometimes more work than watching television, but always results in better grades.

In the long run, working from outlines is far less work than any other method of studying When tests roll around, you need only study your notebook If there s anything in your outline that doesn't make sense, you can always refer to your text But you'll never have to read the whole textbook through ,And if you outline what you re supposed to know, you'll be sure of knowing it



Here's a step-by-step procedure for integrating your lecture notes with your textbook

- Overview the pertinent chapter before the lecture
- Take lecture notes on main ideas, or on little tidbits that the teacher is particularly fond of Take notes only on material that is not in the text
- Reread lecture notes that evening
- Resurvey text—again just for the main idea
- Begin a main idea outline that combines the lecture and text notes Don't be afraid of mixing the two together.
- After starting the outline, begin to "survey and resurvey" the textbook chapter to find the subordinate ideas and consolidate your grasp of the main ideas. Read the bold print, the maps, the graphs, the first sentence of each paragraph. Then skim through the body of the text, starring the important secondary ideas (It's best to make marginal notes, for example, "*" for an important idea, "//" for a very important one, and "!" for absolutely crucial ideas.)
- Incorporate the starred ideas into your outline—put them into their proper places under the main ideas you noted from the lecture and the textbook.

The beauty of this system is that you have to study a chapter only once. Once you've constructed a running outline of the lectures and the textbook, the subject matter is yours. There'll be no frantic cramming before a test; you'll have to look through only your notebook. The amount of reading time you'll save will be enormous.

Outlining will be a fairly easy job if you follow two simple rules use key words instead of long, windy sentences, don't try to put every little detail in your outline

In other words keep your outlines as short as possible. Don't spend hours rewriting the textbook. Your outlines should be a memory cue that will help you remember the material. Short, quick to-the-point outlines are the easiest to make, the easiest to study and the most useful

(NEXT: The mechanics of fact organization.)

The buck Ends here . . . .

By Ivan D. E Beaumont

People who "do something different" have always drawn my admiration.

Today the noteworthy attention goes to Mrs Thelma Barr, a rural school teacher, who is well known and liked by many friends in Nebraska City.

While most people looked to the skies with awe as the mechanical "birds" appeared, Mrs Barr was logging hours as a pilot in a single engine aircraft.

She was issued a pilot's license in the 1930s.

More exciting than that perhaps, are the 35 parachute jumps she has made from 7,000 and 10,000 feet, many of which were made after she climbed from the cockpit onto the wing and leaped into space.

Her feats included two seasons of 'chuting with the national air show at Detroit during those same years.

There's a lot more to tell of this energetic person but her modesty holds back much of which the listener yearns to hear and put into print.

Meeting and talking with her is a pleasure.

The real hope, of course, is that some of her "push" will rub off and be absorbed.

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ELECTION NIGHT

The returns at County Clerk Ed Harshbarger's office in the courthouse came in spurts as they usually do, so during some of the lull, conversation drifted to party likes and dislikes.

And in another room where the Democrats outnumbered the Republicans in the conversation, there was un uproar now and then as the state reports came in giving the nod to President Johnson and Governor Morrison.

The real peace between groups was kept by Mrs Jessie Head, deputy clerk, who made sure everyone was supplied with coffee and doughnuts.

Mrs Head also handled the over-the-counter receiving of ballots, and Clerk Harshbarger recorded the results with his office clerk, Mrs Maxine Romjue.

The real peace came at 1:10 a.m., when all returns were reported and the clerk locked the door.

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The late Jerry Fenstermacher, who was employed for several years at the U. S. Corps of Engineers office in Nebraska City, is a cousin of Mr and Mrs Del Sutherland, who moved to Dunbar recently from California.

Jerry provided towboat and weather information on a daily beat at the Engineers office. He died about two years ago following a heart attack.

The staging of Expo 67, Canada's 1967 Exhibition in Montreal, will involve an expenditure of more than $800 million.

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VERY REMARKABLY PRICED

Citian joins in sea training

FORT LEONARD WOOD, MO. (Special) — Army Specialist Five William L. Buchholz, son of Mrs Margret A. Bird, Nebraska City, and other members of the 1st Infantry Division are participating in Exercise GOLD FIRE I, a 16-day field training exercise being conducted in the vicinity of Fort Leonard Wood, Mo., ending Nov. 13.

The exercise, involving two opposing forces, Joint Task Force Ozark and Joint Task Force Sioux, is designed to test and evaluate the suitability of the U. S. Air Force concept for improving the use of aviation in support of Army ground forces.

Specialist Buchholz is participating with the Ozark force which is employing the new concept of support and attack while Sioux forces are using current doctrines and procedures. About 20,000 men are taking part in the maneuver.

Buchholz is an assistant squad leader in Company C of the division's 1st Engineer Battalion, regularly stationed at Fort Riley, Kan. He entered the Army in July 1961.

The 20-year-old soldier attended Nebraska City high school. His wife, Mary Kay, lives in Junction City, Kan.

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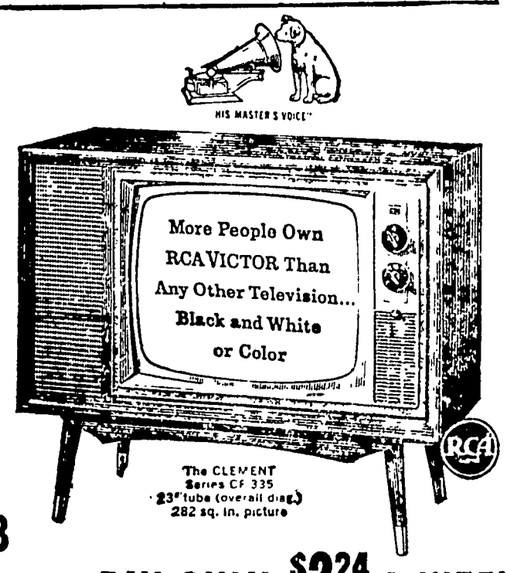


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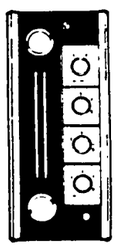
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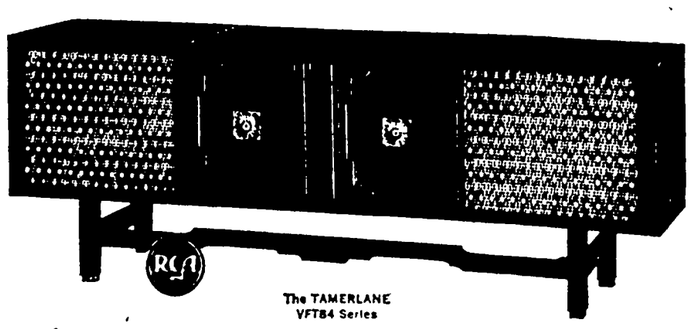
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