**Positive Behavior Interventions Strategies for Students who fail to take complete notes**

1. Base part of the course grade on the quality of the student's notes. Periodically collect student notes to grade and provide written feedback, doing so more frequently near the start of the school year. (NOTE: If you decide to grade student notes, be sure first to provide students who have disabilities that impact note-taking with appropriate accommodations, such as those discussed below.)
2. Provide sets of 'guided notes' to students (notes which contain main headings and some key information but leave blanks where the student is to write in additional information).
3. Keep a master set of teacher course notes available for students to borrow to check against their own notes. Or get the permission of a student in the class with good note-taking skills to photocopy his or her notes and make them available (e.g., with weekly updates) for other students to review.
4. When covering important material in a course lecture, explicitly prompt students to write it down.
5. Allow students to audiotape lectures. Or get into the routine of recording your own lectures and allow students to sign out those audiotapes for review.
6. Encourage students to join study groups (e.g., in study halls, after school) to prepare for quizzes and tests. In these groups, students can compare notes, increasing the likelihood that students with poor note-taking abilities will fill in gaps in their own notes while reviewing essential course content.
7. Work with the class to create a rubric for judging the quality of course notes. Periodically have students exchange notebooks and give structured feedback to each other about the quality of their note-taking. Require that students write up their feedback and share a copy with you. Use that feedback to flag students who are regularly rated as poor note-takers; spend time with them reviewing effective note-taking strategies.

*1 – 7 adopted from Intervention Central. Retrieved 7/8/2014 from* [*http://www.interventioncentral.org/academic-interventions/help-with-homework/student-problems*](http://www.interventioncentral.org/academic-interventions/help-with-homework/student-problems)