

MASTER NOTE SYSTEM

How Top Minds Take Notes

Think • Structure • Recall • Revise

1. TOP BAR – MASTER NOTE

- Chapter Name
- Topic / Subtopic
- Date
- Subject

Why it matters:

- Brain first looks for Context'
- Topic clarity boosts memory by 40%

Rule: One Page = One Core Topic

2. LEFT COLUMN – KEY WORD / QUESTION ZONE

- Keywords
- Important terms
- Possible exam questions
- 'WHY / HOW / WHAT' type questions

Psychology:

- Activates brain to **Active Thinking Mode**
→ Makes you think, not just read

Rule: Short trigger words only

5. COLOR & SYMBOL SYSTEM (Very Important)

- Blue → Definition
- Green → Example
- Red → Very Important / Exam
- ★ Star → High Probability Question

Rule: One Page = One Core Topic

3. RIGHT MAIN AREA – POINT ZONE (CORE NOTES)

- Concepts in ● points
- Diagrams / flow arrows
- Examples
- Formula / Definition (short)

Writing Style:

- Short sentences
- One point = one idea
- Your own words

Do Not: • Copy book language
• Write long paragraphs

Golden Rule: If you can't explain it in points, you don't understand it,

4. BOTTOM BAR – SUMMARY / SMART REVISION ZONE

- 3-5 line summary of the whole page
- Exam ready lines
- Last minute revision bullets

Science:

- Works as Long-Term Memory Anchor
→ One glance and avoli chapter is recalled

Rule: Bottom Summary = One Look Revision

6. REVISION TECHNIQUE (Mentor Secret)

- Day 1 → Study + Write
- Day 3 → Left + Bottom only
- Day 7 → Recall with Keywords only
- Exam Day → Bottom Summary Only

Rule: Bottom Summary = One Look Revision

**Good students read books.
Top students design their notes.**

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MASTER NOTE

Chapter Name

Date

Topic/Subtopic

Subject

Keywords / Questions**Points / Core Notes**

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Summary / Smart Revision