

## WRITING NOTECARDS

Use 4 by 6-inch cards. On each card you need the following information:

1. author
2. heading
3. page numbers
4. your note: a quotation, paraphrase, or summary
5. your own comments in a different color pen

Write only one note per card. You do not want to write more than one note per card because later you will need to shuffle your cards to follow the order that you will use for your paper. If you wrote more than one note on a card and each note needed to be used in a different part of the paper, you would not be able to shuffle your cards to fit the order of the paper. The purpose of notecards is to facilitate arranging notes to write the final paper.

The following offers an example of three basic kinds of notecards: quotation card, paraphrase card, and summary card. Because this handout will be printed in black and white, italics have been used to distinguish the added comments from the notes taken from the original source. In actuality, a pen of a different color from the one used to write the notes would be used for comments.

### Example of a Quotation Card

	<b>Gillis 744</b>
<b>END OF INNOCENCE</b>	
Joyce Carol Oates' story is "about endings: the end of childhood, the end of innocence."	
<i>Gillis' interpretation of the story focuses on the coming of age theme in the story.</i>	

A quote card must use quotation marks around all of the words taken from source.

### Example of a Paraphrase Card

	<b>Gillis 744</b>
<b>Symbolism: Kitchen Door</b>	
The door serves as a passage between family and the world of terror; the final scene at the door is filled with tension.	
<i>Gillis emphasizes the importance of spatial dimensions in the story. The door is one of the boundaries in the story that divides spaces in the story, in this case, the world inside Connie's home and the world outside where Connie flirts with adventure.</i>	