**Sketchnoting**

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| **Hierarchy of Information** | **Structure** | **Capturing Important Information** | **Organization** | **Use of Visuals** |
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✓+ = My work demonstrates thoroughness, thoughtfulness and attention to detail throughout

✓(+) = My work mostly demonstrates thoroughness, thoughtfulness and attention to detail throughout; I may have one or two areas where I didn’t quite apply this way of working

✓ = I did everything that was asked of me with some degree of thoroughness, thoughtfulness, and attention to detail

✓~ = I did almost everything that was asked of me; I may need to focus a little more on thoroughness, thoughtfulness, and/or attention to detail

✓-­ = I skimmed the surface of this aspect

– = I neglected to think about this

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| **Hierarchy of Information** | Are you using scale and relative size to convey the importance of the information?Are big ideas big? Are details smaller? Do you relate these things to each other spatially?  |
| **Structure** | Are you using boxes to contain information? Are you using different types of boxes for different types of information? Does your sorting system make sense?Are you using lines or arrows to connect information? Are you using different types of lines and arrows to show the strength of connection between ideas? Are your lines/arrows big/thick for strong connections and thin/little/dotted/etc. for weaker connections? |
| **Capturing Important Information** | Did you capture all of the important information in your notes, or did your attention wander? Have you been thorough in your approach? Have you done your best to capture the WHY and HOW of the material? |
| **Organization** | Are your notes easy to read or are your words and images vomited all over the page? Have you used structure to help with your organization? |
| **Use of Visuals** | Remember: a picture is worth a thousand words.  Have you experimented with visual mnemonics? Color? Charts? Tables? Symbols? |