To get the most out of your lectures and make sure your revision notes are spotless, it might be useful to try recording lectures and then capture, organise and communicate your lectures. Let’s have a look of some of the useful tips for getting the best revision notes to support your studies.

**Tips for lecture recording & revision notes**

**1. Find a Suitable recording device**
- **ANDROID**
  - Quality varies from device to device
  - Good selection of recording apps
  - Recordings easily moved
- **DICTAPHONE**
  - Offer the highest quality recording
  - Great battery life
  - Reliable
- **iOS**
  - Fairly good quality
  - Good selection of recording apps
  - Remember to charge battery

**2. Prepare for your lecture**
- Do the usual prep e.g. preparatory reading, setting up a good note taking system etc.
- Make sure your device is charged and has adequate storage remaining.

**3. Choose a good location**

**4. Make good notes**
- Think of your notes as giving structure to the audio
- Do not rely solely on the audio: 30+ hours of recording and no notes do not make for good revision materials!

**5. Transfer recordings**

Use cloud applications like Dropbox or Google Drive

Or simply connect your device through USB cable

**6. Use Audio Notetaker to organise recordings**

Audio Notetaker is a tool used for taking, organising and exploiting your notes. It simply allows you to lay your lecture slides, notes and recordings next to each other which will help you develop a good revision strategy.

Audio Notetaker is available on all the classroom computers!

For more information go to abdn.ac.uk/toolkit/productivity/lecture-recording