

Symbols and Abbreviations for Notetaking

“Learn 2 wrt fast b4 u go bananas!”

BASIC SYMBOLS		
SYMBOL	MEANING	EXAMPLE
→	leads to, produces, causes, makes	Practice → improvement
←	comes from, is the result of	Success ← determination
↑	increased, increasing, goes up, rises	Taxes ↑ 200% last yr.
↓	decreased, decreasing, lowering	Salaries ↓ this yr.
&	and	Coffee & cream
@	at	I'll be home @ 4pm
/	per	17 miles/gallon
p. / pg.	page	Read p. 89
pp. pgs.	pages	Study pp. 37-40
?	question	Answer ?5
¶	paragraph	Rewrite ¶ #4
☆ / * / !	Indicates something important	☆ Don't forget to study this! ***
MATH SYMBOLS OR ABBREVIATIONS		
+	plus, in addition, and, also	He rides a bike + he skates.
-	minus	He was - a brain.
=	equal to, is	Women are = to men.
≠	not equal, is not	Diet ice cream is ≠ flavorful.
~ / approx.	about, approximately, more or less	She made ~25 copies for the club.
ft.	foot, feet	He's 6 ft. tall.
X	times	5X the diameter of the earth
>	greater than	6>2
<	less than	My allowance is < yours.
\$	money, cost, price	He left his \$ @ home.
¢	cents	A payphone call used to be 10¢
%	percent	12% of the employees came.
∴	therefore	I think ∴ I am.
#	number	Answer #7.
no.	number	Answer no. 7.
#s	numbers	Answer #s 1-10
nos.	numbers	Answer nos. 1-10
ht.	height	Ht. 5'3
wt.	weight	Wt. 150
2	To two too	Time 2 go! 2 people. Me 2.
tot.	total	Tot. prize money for winners was \$9 mill.
mill.	million	NJ's population is almost 9 mill.
bill.	billion	The world's population is ~ 7 bill.

INITIALS AND ABBREVIATIONS

ABBREV.	MEANING	EXAMPLE
w/	with (something)	That war was fought w/ NATO aid.
w/o – w/out	without	They fought w/o fear.
w/i	within	There are problems w/i the gov't.
i.e.	that is	A Siamese, i.e. a cat, is a fun pet.
e.g. ex.	for example	Professionals e.g. doctors & lawyers, met here.
etc.	et cetera, so forth	Cats, dogs, etc., make good pets.
b/c or bc	because	We pay taxes b/c it's the law.
b/4	before	Chicken b/4 egg?
thru	through	That law passed thru the legislature.
re:	regarding, about	I need to see you re: the trip.
esp.	especially	Tobacco, esp. cigarettes, causes cancer.
min.	minimum	The min. is \$400.
max.	maximum	The max. # people in an elevator is 10.
gov't	government	The gov't helped the people.
ASAP	as soon as possible	Finish ur exam ASAP.
wrt.	write	Wrt. out answ. to #3
rt.	right	Do we sit on rt. side? Decision was rt.
yr./yrs.	year, years	She's 5 yrs. old.
c.	circa, about, around, from the yr.	This picture is c. 1900.
vs.	versus, as opposed to	purple vs. green
ch.	chapter	Read ch. 8
Q or quest. A or answ.	question answer	Q: What's that? A: I don't know!
ex.	example	Look at ex 4.
wd. wds.	word words	1 vocabulary wd. 25 vocabulary wds.
ref	reference	Ref required.
diff.	difference/different	What's the diff? The cultures are diff.
! / imp.	important	Section on p.55 is imp for test!
info.	information	This info is imp!
am't.	amount	The am't. of work is crazy!
con't.	continue, continued	Con't. through ch. 5
chk. or ck.	checking/check	Ck. over answers on p. 75
est.	estimate	My est. is 10,000.
achvmt. or ach.	achievement	His greatest achvmt. was ending slavery.
prob.	probably or problem	He will prob. run for re-election. This was a big prob.

NOTETAKING AND STUDYING TIPS:

1. If you are in a hurry, leave out a, an, or the, and cross your Ts and dot your Is later.
2. Abbreviate any word by leaving out the vowels. Periods are optional.
3. Listen carefully for main ideas and points the teacher is emphasizing.
4. Leave space between notes to fill in details as you review later.
5. Reviewing notes frequently & within 24 hrs maximizes the am't remembered & avoids having to cram for tests.