



# The Charting Method

The charting method is an effective way of taking notes when the information you are capturing is clearly structured, such as facts and statistics. For the charting method, organize information into columns. Label each column with a category name so that you can easily compare the same kind of information between rows.

## Example

Theory	Description	Strengths	Weaknesses
Psychoanalytic			
Humanistic			
Trait			
Social Cognitive			
Biological			
Behaviorist			

## Advantages of This Method

This method of note taking is a good way to summarize whole units as preparation for exams.

## Disadvantages of This Method

This method is more suited to organizing notes you have already taken than it is to taking notes in real time. It also isn't suitable for information that cannot be easily categorized.

When might you use this note taking method?

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