

BOOK NOTES

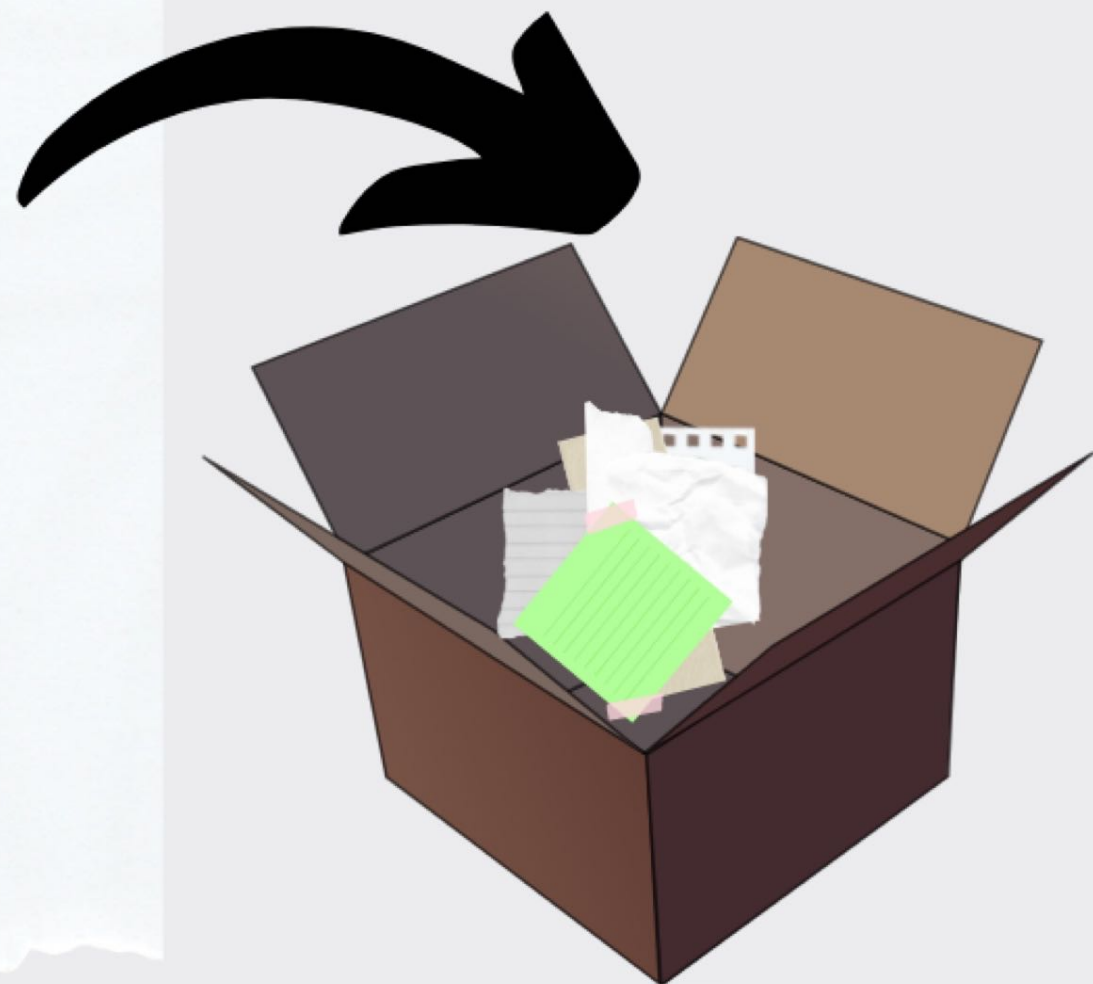


How To Take Smart Notes

SÖNKE AHRENS

STORY OF LUHMANN AND HIS SLIPBOX

Mr. Niklas Luhmann worked at German administration office in 1960s & went on to become the most productive & revered social scientists of 20th century **without a doctorate nor a sociology degree** at Bielefeld. He completed his seminal research work, "**The Society of Society**" in **30 years without costing a single penny**. It changed the field of sociology. He then went on to publish around **70 books** and more than **400 articles** before his death. Well, how did he turn his leisure time reading activity into a revolutionary? The answer lies in his **Zettelkasten (The slip box)**

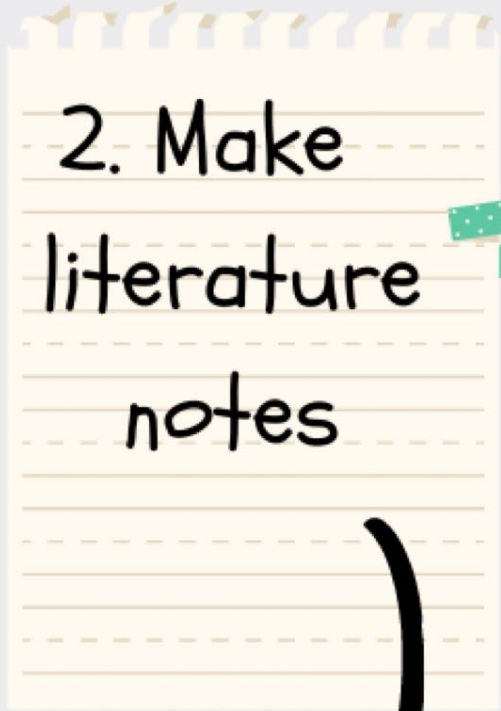


HOW SLIP BOX WORKS?



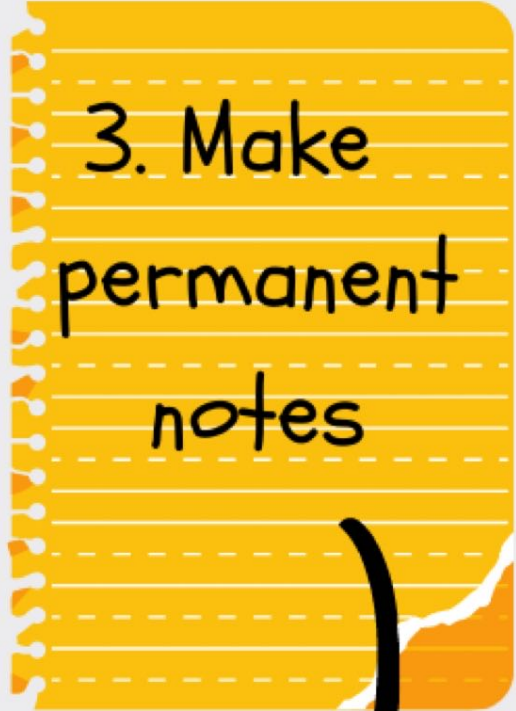
1. Make
fleeting
notes

Have a quick
capture inbox
where you can
just chuck stuff



2. Make
literature
notes

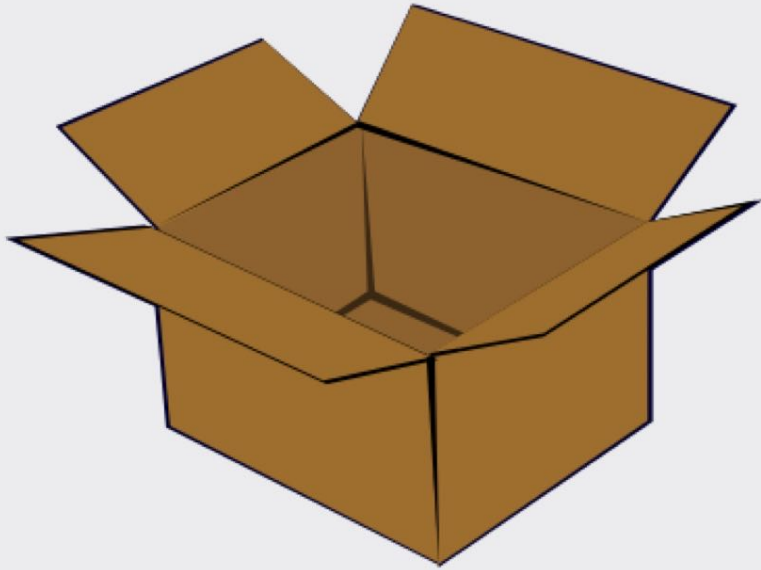
Make notes
about the
content you
read



3. Make
permanent
notes

Go through your
inbox once a day
ideally, write
precisely one note
for each idea

HOW SLIP BOX WORKS?



4. Add permanent notes to slip box



Fill notes and link with other notes



5. Develop ideas, questions on your topic



Look into the slip box to see where chains or notes / ideas have been built up.



6. Turn notes to draft



Follow it by editing and proofreading

SIX STEPS TO **WRITING** SUCCESSFULLY

Be Productive



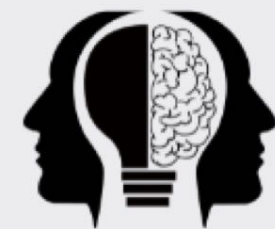
**Read for
understanding**



Take Smart Notes



Develop Ideas

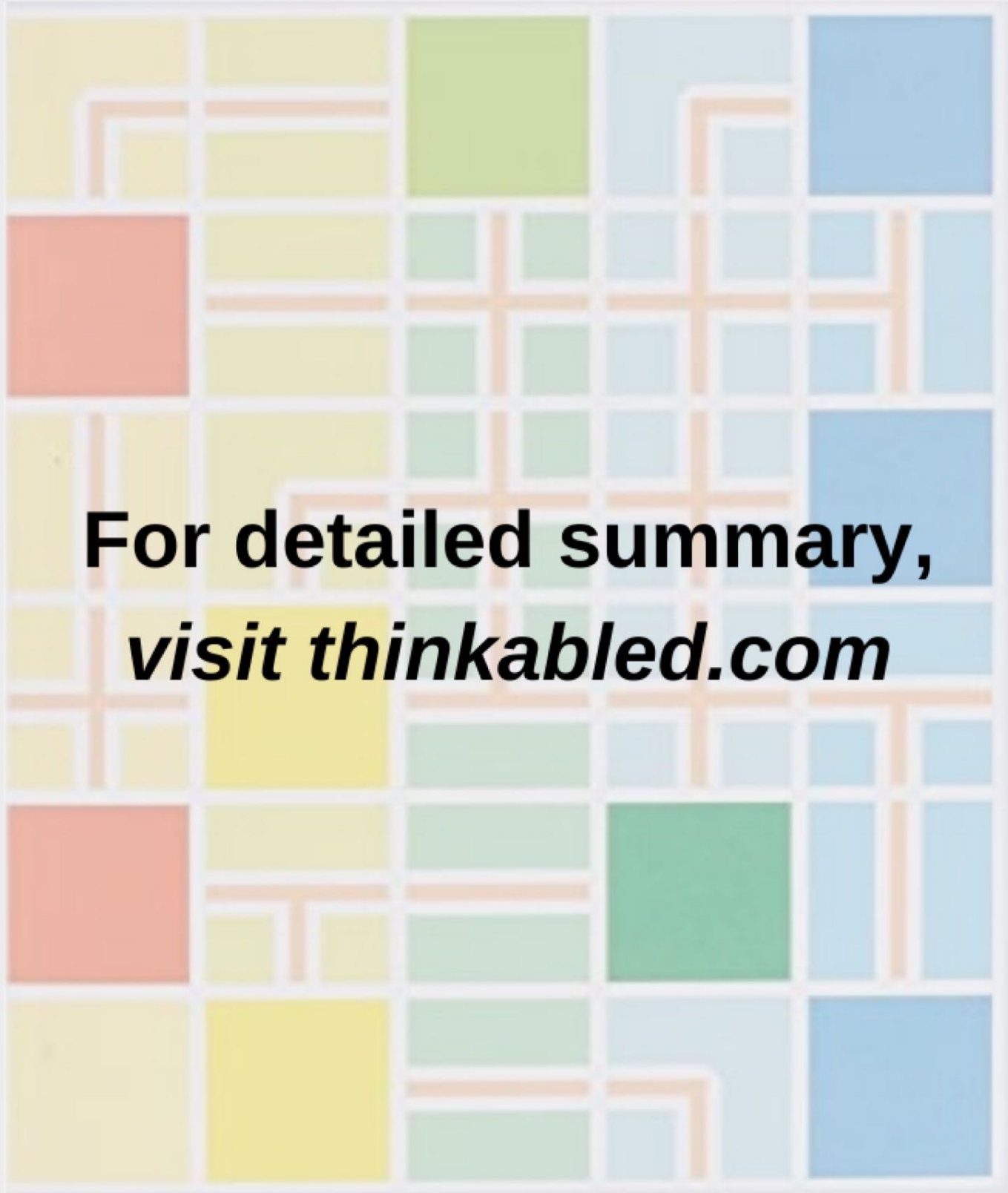


Share your insights



Be consistent





**For detailed summary,
*visit thinkabled.com***