



READ SMARTER
— NOT HARDER —

WORKSHEET

Chapter Notes Worksheet

Capture what matters without overbuilding your notes.

A clean chapter worksheet for readers who want useful recall, clear takeaways, and one real follow-up action.

READ

CAPTURE

APPLY

Free resource from Read Smarter, Not Harder

Printable, practical, and built for turning books into usable insight.

3 PAGES

1 Chapter Snapshot

Write less than you are tempted to. Make the page easy to review.

Book title

Chapter or section

One-sentence chapter idea

What problem, pressure, or decision does this chapter clarify?

Three details worth keeping

Where could this idea be useful in real life?



Finish when the chapter is easy to revisit

- ☐ The main idea is clear in one sentence.
- ☐ A real-life use case is named.

2

Review Check

- ☐ I can explain the chapter idea without looking at the book.
- ☐ I connected the idea to a real situation.
- ☐ I marked one action or question for follow-up.
- ☐ I know whether this chapter deserves a second pass.

Question to carry forward

Follow-up action

Review date

Finish when the next review has a reason



- ☐ A follow-up question is written.
- ☐ A review date or next action is marked.