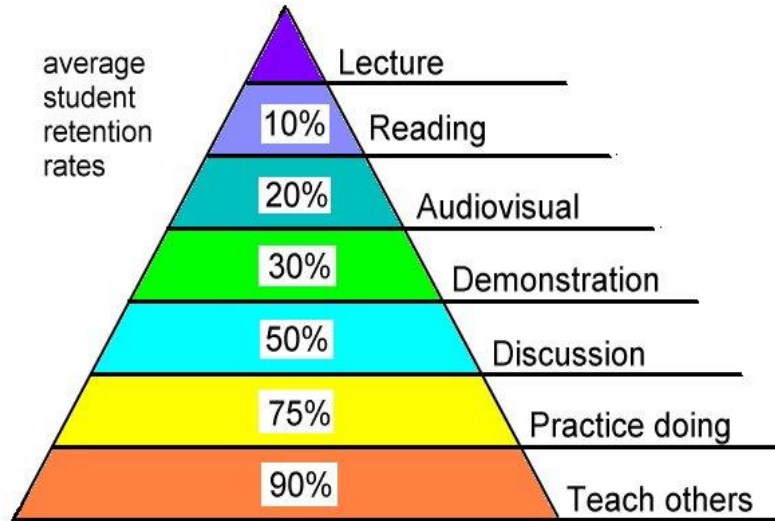


# MEMORY SKILLS

## Learning Pyramid



Source: National Training Laboratories, Bethel, Maine

“The secret of a good memory is attention, and attention to a subject depends upon our interest in it. We rarely forget that which has made a deep impression on our minds.” Tyron Edwards

# What do you remember best?

Circle One

- |   |     |    |
|---|-----|----|
| 1. I can remember the names of people I meet.                       | Yes | No |
| 2. I can remember a list of numbers easily.                         | Yes | No |
| 3. I can remember the words to a popular song.                      | Yes | No |
| 4. I can remember directions easily.                                | Yes | No |
| 5. I can remember a grocery list of ten or more items.              | Yes | No |
| 6. I can memorize poems and short speeches easily.                  | Yes | No |
| 7. I can remember the birthdays of the important people in my life. | Yes | No |
| 8. I recall events of the past very clearly.                        | Yes | No |
| 9. I rarely forget appointments of any kind.                        | Yes | No |
| 10. I think I have a good memory.                                   | Yes | No |

For a fillable form click this link: <https://bit.ly/2KAA8sj>

If you answered “Yes” to at least six of these questions, you have a good memory. If not, you need to learn more strategies on how to improve your memory. This workshop will give you lots of tips and suggestions on how to improve your retention and have fun doing it.

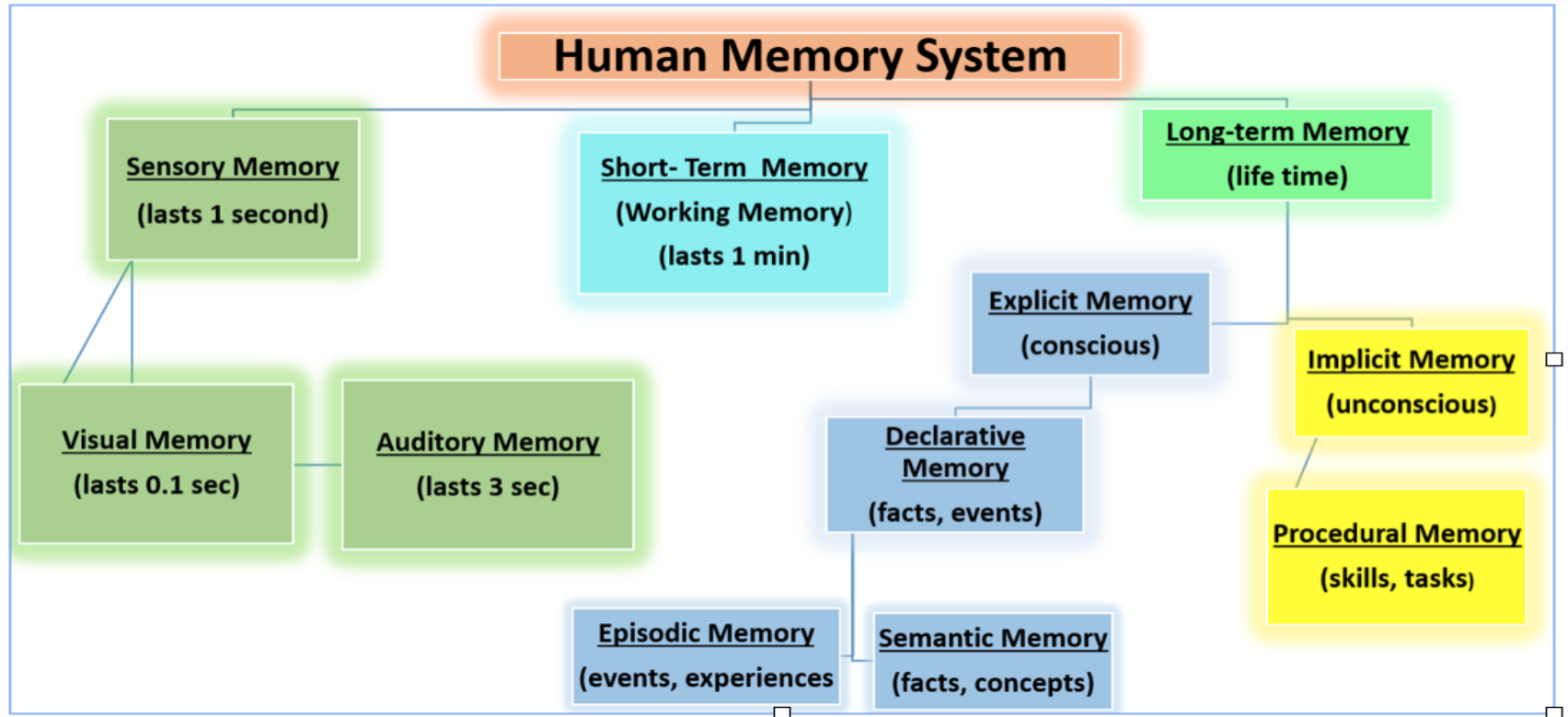


# How to improve your memory

- Make an effort. **Memorizing requires a desire to remember.**
- Keep an open mind and a positive attitude.
- Repetition, repetition, and more repetition.
- Use different methods to learn such as talk out loud, move around, study information at different times of the day, surprise study sessions that only last 10 minutes. Make memorizing interesting.
- Learn to **be creative**.
- Put information to be memorized in places where you see them for a few minutes each day.  
Example: list of Spanish verbs placed on the back of a cereal box, taped on a bathroom mirror, e-mailed to yourself, slid into the plastic cover of a note book, placed on a 3x5 card and carried around in your pocket for looking at when standing in line. Can you think of more?
- Be open to trying new study techniques.(example: study groups)
- Make a commitment to be successful.
- Positive self-talk! I can do it! I will do it!



# How your brain stores memories...



# Five interesting facts about your brain and memory:

1. Your brain is 73% water. It takes only 2% dehydration to affect your attention, memory and other cognitive skills.
2. Brain information moves anywhere between 1 mph to an impressive 268 miles per hour. This is faster than Formula 1 race cars which top out at 240 mph.
3. Multitasking makes you less productive. [When you multitask](#), your brain rapidly toggles back and forth between tasks. This results in a decrease in attention span, learning, performance, and short-term memory. For example: When you are trying to study for your exam while texting your friends at the same time, your capacity to retain information diminishes.
4. Memories are shockingly unreliable. Emotions, motivation, cues, context and frequency of use can all affect how accurately you remember something. So know your learning styles.
5. If you black out while drinking it is because your brain is incapable of forming memories under the influence (you drank too much).

# How well do you remember lectures and readings?

According to a study from the National Institute for Development and Administration at the University of Texas, we remember:

- 5 % of a lecture
- 10% of what we read
- 20% of what we hear
- 30% of what we see
- 50% of what we discuss
- 75% of what we practice doing
- 90% of what we teach others**

Scholar, Walter Pauk, reports that out of a group of people who read a textbook chapter, it was found that they forgot:

- 46% of what they read after day 1
- 79% of what they read after 14 days
- 82% of what they read after 28 days

**Take notes on your reading and REVIEW your notes often!**

# Perceptual Learning Style Inventory

Check those strategies or techniques that you enjoy and you think help you learn the best

To take and score the inventory on line, click the link: <https://bit.ly/3eMSynx>

1. \_\_\_ motion pictures (movies/DVD's)
2. \_\_\_ lectures, information giving
3. \_\_\_ group discussions
4. \_\_\_ reading assignments
5. \_\_\_ participant in role-playing activities
6. \_\_\_ project construction (build something)
7. \_\_\_ odor discrimination (coffee, cookies, something burning)
8. \_\_\_ television programs/ Netflix, YouTube, videos
9. \_\_\_ audiotapes/radio shows/podcasts
10. \_\_\_ participant in panel discussions
11. \_\_\_ written reports
12. \_\_\_ nonverbal body movements (you can read what other people say non verbally)
13. \_\_\_ drawing, painting or sculpting
14. \_\_\_ tasting food, smelling food
15. \_\_\_ slides, power point presentations, overheads

# Perceptual Learning Style Inventory

16. \_\_\_ records/CD's/iPod/MP3
17. \_\_\_ question and answer sessions
18. \_\_\_ independent reading
19. \_\_\_ physical motion activities (sports, yoga, drama, dancing, cooking etc.)
20. \_\_\_ model building
21. \_\_\_ scented materials (candles, incense, cologne, perfume)
22. \_\_\_ use of graphs, tables and/or charts
23. \_\_\_ recitations by others (speeches, plays)
24. \_\_\_ interviews
25. \_\_\_ writing (poems, plays, diary, for class, personal)
26. \_\_\_ participate in physical games (board games, athletic games, video games)
27. \_\_\_ touching objects (when you shop, do you have to touch everything?)
28. \_\_\_ looking at photographs, art work, architecture
29. \_\_\_ enjoy cooking and talking about food



# Interpretation of Learning Style Inventory

Circle the numbers you have checked. Then compare your numbers with the first column below. If a majority of numbers for a particular style are circled, you may have a learning style similar to the one listed in the second column. Identifying your learning style can help you find ways to expand your learning effectiveness.

## Strategy Numbers

1, 8, 15, 22, 28

2, 9, 16, 23

3, 10, 17, 24

4, 11, 18, 25

5, 12, 19, 26

6, 13, 20, 27

7, 14, 21, 29

## Learning Style

**Visual**

**Aural**

**Interactive**

**Print**

**Kinesthetic (using body movements)**

**Haptic (using the sense of touch)**

**Olfactory (using the sense of smell)**

# GUIDE TO THE SEVEN LEARNING STYLES

- **Visual Learners** like to observe people and situations. A visual learner often has to see something, not just hear it, to learn. Slides, pictures, graphs, tables, demonstrations, and overhead transparencies are useful ways of helping these people learn. Research indicates that most people in their twenties and over use this perceptual style as their primary way of learning material.
- **Aural Learners** learn best by listening. In fact, unless they learn by interacting as well as listening, these learners often are annoyed by interruptions to a lecture. In general, aural learners like to listen carefully, rarely speak out during lecture, and easily remember what they hear. People who listen to books or speakers on tape are aural learners.
- **Interactive Learners** learn best when verbalizing their thoughts and feelings. Small group discussions, lively question-and-answer sessions, and debates are techniques that engage this type of learner. People over the age of fifty ranked this style of learning as second in terms of preference, and younger learners ranked it as third. Programs which place an emphasis on small-group learning are very successful.
- **Print-oriented Learners** often learn best by reading and writing. Reading books, magazines, or journal articles helps these learners to easily retain information. When print types attend a lecture, you often find them jotting down notes. Being able to see and record what they hear helps them focus and learn better.

# GUIDE TO THE SEVEN LEARNING STYLES

- **Kinesthetic Learners** need to move in order to learn. You might find such people fidgeting, knitting, doodling, or wood carving during a lecture. Instead of distracting them, movement actually helps this type of person to concentrate. When they speak, kinesthetically oriented people often use hand motions to describe what they are saying. This kind of learner would probably volunteer to take part in a role-playing activity because it involves movement.
- **Haptic Learners** learn best through their sense of touch. They need to feel objects or to touch as many things as possible to learn something about them. By touching an object, these people often are able to form a visual image of it. “Hands on” experience is essential for them to learn. People who combine haptic and visual elements of perception learn best through demonstration that are followed by hands on practice.
- **Olfactory Learners** use their sense of smell or taste to learn. These are the people who associate what they learn with particular smells or tastes. They might walk into a room and smell an odor which immediately reminds them of a past learning experience. Recent research on the brain indicates that smell originates in the most primitive part of the brain and is, therefore, a powerful reminder of people or past events.

**Source:** James, Wayne B., & Galbraith, Michael W. (2013 January) Perceptual Learning styles: Implications and techniques for the practitioner. [Lifelong Learning](#), 20-2

# UNDERSTANDING MEMORY

- Everyone remembers some information and forgets other information
- All of your senses help you receive information
- With very little effort, you can remember some information
- With rehearsal (study), you can remember a great deal of information
- Without repeating rehearsal or use, information is forgotten
- Incoming information needs to be filed in the brain if you are to retain it
- Information stored, or filed, in the brain must have a retrieval method
- There are many ways you can store and retrieve information

Mnemonic		
Please	P	- Parenthesis
Excuse	E	- Exponent
My	M	- Multiplication
Dear	D	- Division
Aunt	A	- Addition
Sally	S	- Subtraction

## METHODS

- ⇒ Organize it
- ⇒ Make it meaningful
- ⇒ Create associations
- ⇒ Use your body
- ⇒ Relax
- ⇒ Create pictures
- ⇒ Repeat and recite
- ⇒ Write it down
- ⇒ Use 3x5 cards
- ⇒ Use your brain
- ⇒ Over learn
- ⇒ Escape the short term memory trap
- ⇒ Use daylight
- ⇒ Distribute learning
- ⇒ Be aware of attitudes
- ⇒ Chose what not to store in your memory
- ⇒ Combine memory techniques
- ⇒ Remember it using a relationship
- ⇒ Notice when you remember best
- ⇒ Use it before you lose it
- ⇒ Positive talk is self-fulfilling (and so is negative talk!)
- ⇒ Have a study buddy
- ⇒ Look at flash cards just before you go to bed and just before you get up in the morning

### SQ3R

- Survey
- Question
- Read
- Recite
- Review

### VCR3

- Visualize
- Concentrate
- Relate
- Repeat
- Review

### Need to memorize something? Try these ideas:

*Use rhymes and songs  
use 3x5 cards*

*Tape lists or post it notes around  
the house*

*Record information on your phone  
Ask someone to quiz you, often*



# FACE YOUR FEARS- The let them go...

- What keeps you from remembering the important things?
- Are you making an effort?
- Do you have a tendency to deny its importance? Are you afraid of failing?
- Have you been fighting yourself? Do you tell yourself you can't do it?
  
- FACE YOUR FEAR! Fear can keep you from succeeding.

## There is a process:

Examine your fear

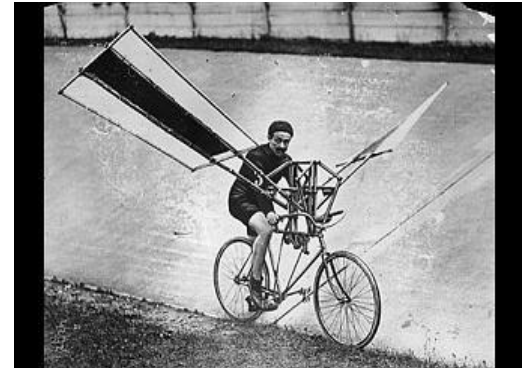
Experience the fear

Feel the fear

Talk about the fear

Accept the fear

Then...watch the fear disappear



# Strategies to Improve Memory and Retention

Some fun and creative ways to put information into your long-term memory

- **Jingles** rhymes, songs, poems
- **Associations** ♥= love, ∅= no something, \$= money
- **Sentences** Some Tried Unsuccessfully Drawing Yams
- **Mnemonic devices** Roy G. Biv -- red, orange, yellow, green, blue, indigo, & violet  
the colors of the rainbow OR **HOMES** (Huron, Ontario, Michigan, Erie, Superior)
- **Link it** link it to a location, mind map it, group it, categorize it, alphabetize it
- **Visualizations** use the mind's eye to recall the image or draw an image
- **Rap** just that, make a rap song with the information, or any song
- **Story Lines** weave data and facts into a story line
- **Dual Coding** associate words with pictures
- **Study Group** talking about what you are learning



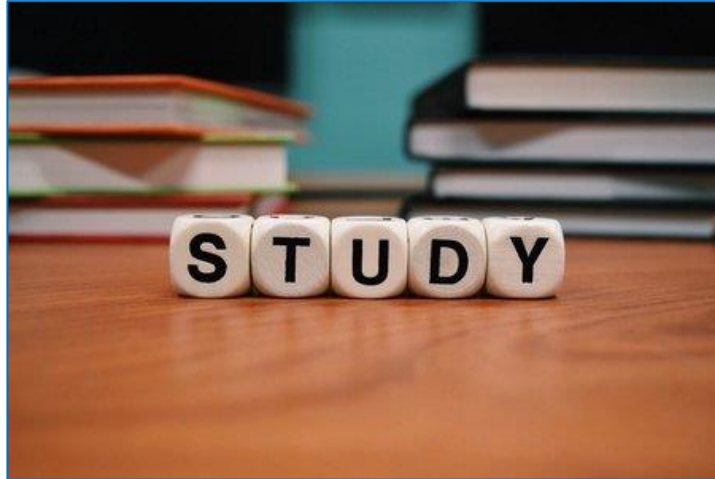
# Fifteen Memory Techniques

Here are fifteen memory techniques divided into four categories.

Each category represents a basic principle for improving your memory.

Briefly these are:

- be organized
- be physical
- be clear
- be smart





# BE ORGANIZED

- **1. Learn from the general to the specific.** Get a broad overview of a subject before you begin to learn the details.
- **2. Decide on order of importance.** Some things are more important than others. Decide which material is more important and organize into an outline.
- **3. Make it meaningful.** Relate what you learn to your goals. Also relate new material to what you have previously learned.
- **4. Create associations.** Fit new material in with what you already know.



# BE PHYSICAL



**5. Learn it once, actively.** To be able to recall something from memory, you must first put it into memory. Most learning takes place in a passive setting. Create an atmosphere of activity where you study. Stand up, pace, draw pictures, use your hands, keep active.

**6. Visualize relationships.** Create action, make pictures vivid, and turn abstract ideas into concrete actions. Bizarre or unusual images help some people remember.

**7. Recite and repeat.** When you want to remember something, repeat it out loud. Put the material in your own words. Try role-playing. Be the instructor and lecture the material to your classmates and vice versa.

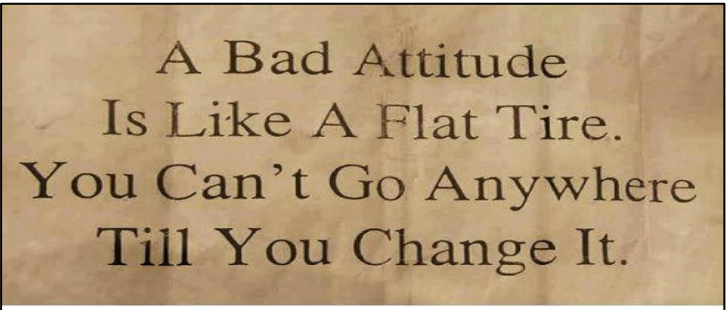
**8. Become emotionally involved.** Convince yourself that you agree with the viewpoint of the author. Discuss those beliefs with people holding opposing views. Cite authorities to back up your claims.

# BE CLEAR

**9. Reduce interference.** Don't let distractions interfere with your studies. Study during your most alert time of the day. Allow yourself time to sink into a subject. Turn ***off*** your cell phone.

**10. Over learn.** Even after you are proficient in the material you are learning, continue studying the topic to reinforce the material you are mastering.

**11. Be aware of attitudes.** Your attitudes about a subject can affect your ability to remember important information. We tend to forget information that contradicts our opinions. Think about your attitude while studying, if it needs adjusting, do it.



# BE SMART



**12. Distribute learning.** Marathon study sessions are not effective. Take regular breaks. Use breaks to check your phone, drink a glass of water or take a brisk walk.

**13. Remember something else.** When you are stuck and can't remember something that you know, remember something related to it. If you can't remember your great aunt's name remember your uncle's name.

**14. Eliminate mistakes.** This process is referred to as "negative practice." Consciously review your errors and note exactly why it is false. This aids you in emphasizing the correct answer.

**15. Combine memory techniques.** All of these techniques work, and work even better in combination with other techniques. But be flexible. Experiment with all the techniques for different subjects.

# Online resources for improving your memory skills

Ted Talk: Memory Techniques from Joshua Foer

[https://www.ted.com/talks/joshua\\_foer\\_feats\\_of\\_memory\\_anyone\\_can\\_do?language=en](https://www.ted.com/talks/joshua_foer_feats_of_memory_anyone_can_do?language=en)

**Joshua Foer** is a science writer who describes the technique called The Memory Palace -and shows off its most remarkable feature: anyone can learn how to use it, including him.

Memory Techniques by the 8x World Memory Champion – Dominic O'Brien

<https://www.youtube.com/watch?v=KD4TKQNVGs8>

In this video the 8 time World Memory Champion, Dominic O'Brien, shares his ideas on how you can benefit from having an extraordinary memory and gives examples of various memory techniques.

