

Practical Tips for Improving Memory

Step One: Keep up with assignments.

- Make an ASSIGNMENT SCHEDULE for each week.
- Make daily TO-DO LISTS.
- REWARD YOURSELF for completing work.

Step Two: Review lecture notes each day.

- Make up study questions from the key points and QUIZ YOURSELF.
- Play Jeopardy.

Step Three: Take breaks while studying for better focus.

- STAND UP after 20 minutes.
- SWITCH to a different SUBJECT.
- Write, draw, and talk ALOUD.

Step Four: Study actively.

- PAY ATTENTION to the major headings when you read.
- How many headings are there? How are they related?
- READ the chapter SUMMARY.

Step Five: Look for the main ideas.

- The details will cluster around these ideas and be EASIER TO REMEMBER.

Step Six: Test yourself as you study.

- STOP and try to TELL YOURSELF WHAT YOU'VE LEARNED -- in your own words.
- Consider using FLASH or Q-CARDS.

Step Seven: Keep reviewing after you feel you know the information.

- The information will be more firmly embedded in your memory.
- Make sure you can PUT IDEAS IN YOUR OWN WORDS.

Step Eight: Get enough sleep.

- LACK OF SLEEP has negative effects on your ability to remember.

Step Nine: Organize information in categories and label the categories.

- Your memory is a filing system -- you need ORGANIZATION and LABELS.