MNEMONIC METHODOLOGY

The definitions of "memory" are: the power or process of reproducing or recalling what has been learned and retained, especially through non-conscious associative mechanisms; an image, impression or other mental-trace of someone or something known or experienced. Memory applies both to the faculty of remembering and to what is remembered.

Types of memory:

- Long-term memory (passive)
- Short-term memory (active)
- Ultra-short term memory (for simultaneous)

Levels of memory:

- Passive memory (long-term past, latent, deep down)
- Active memory (present, immediate past, up front)

What we remember:

- what is important to our personal well-being
- what is important to our job, if we like it
- what is important to those we care about
- what we cannot look up easily
- what catches our fancy for no reason at all
- what has embarrassed us in the past

How we remember:

- emotionally
- physically
- in color vs. black and white

General and specific bodies of knowledge (cognitive baggage):

- of personal interest to us
- degree of being exposed to something
- amount of reading on a given subject

How to retain information learned:

- preparation of index cards
- specialized glossaries
- play memory games
- buy books on improving your memory (many available)

Things that affect our memory *adversely:*

- physical condition
- exhaustion
- illness and its effects
- accidents, particularly to the head

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