

# Course Proposal

<b>Course</b>	<b><i>Think Again! The Missing Manual.</i></b>
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<b>Course Details – Memory Strategies – Use It or Lose It</b>	<b>Maximum Number of Students</b> (eg: 8, 10, 15)	15
<b>Who should attend</b> – Students, Businesspeople, anyone.	<b>No. of sessions</b>	4, 8,
<p>Age = Forgetfulness - WRONG. Good Memory = Born with it – WRONG. Forgetting is my problem – WRONG! Leverage what you already know to give you immediate results in recall and encoding memory, concentration, organisation and communication. Experience a short, enjoyable, definitive primer on memory, designed for anyone, everyone, to find out how <b>you</b> remember and how you can improve it. Rewire your brains with strategies – attitude, hacks, exercises, techniques and <i>trick (acronym)</i>. Remembering/Memory is a choice – a choice of applied effort. Learn how to apply that effort in the right direction.</p> <p style="text-align: center;"><b>OR</b></p> <p>The quest for a better (not perfect) memory dates back to the 5<sup>th</sup> Century B.C. Strategies, attitude, exercise and habits, not magic promises, are used in this course. Neurobics in a memory gym. We learn to consciously use resources we already have and used subconsciously as a child. We concentrate on putting memories where they can be readily found. Since forgetting is natural and necessary, we learn to be more in control of choosing What, When, Where and Who we forget. Then remembering is relaxed and natural. A practical and enlightening course on memory, how it works, where it goes, and what it does when it gets there. Included are Mnemonics, Strategies, Rapid VIS, Concept Mapping, Intelligence, Fun &amp; Games, and Exercises.</p> <p>All to pump up the grey muscle and lift the worrying weight of “Am I losing it?”</p>	<b>No. of hours per session</b>	4, 2 , respectively
	<b>Day/ Evening/Weekend</b>	D/E/W
	<b>Times</b>	
	<b>Prerequisite knowledge</b> –.	
<b>What participants are required to bring.</b>	Imagination, notebook	
<b>Resources or equipment required for this course by the college.</b>		

**ADDITIONAL costs participants may need to incur or that the College may need to acquire for the course to function properly.**

**Also additional information to better assess the course.**

Our memory has limitless power. However, certain mental tasks that once seemed easy now seem beyond our grasp. That the more we use our brains the better it becomes, regardless of age. Spend fifteen minutes a day. When you begin memory training, try to bear in mind that you are beginning to formalise a process that your brain has been doing for you on its own all your life. Don't expect to tame the beast immediately - to master the art of recall requires patience, trust, faith, with added understanding.

## Course Outline

Session	Content	Objectives / Activities	Outcomes
1a	INTRODUCTION The Map is Not the Territory Heroes, Villains, Our Father's Sins Memory Maze - How memory works Left, Right, Left...	Dispel myths and Conventional Wisdoms about Memory and Chronology. "My child has a great memory – mine" Exercises to practice.	A fresh attitude towards memory A small test to see where we are.
1b	Types of Memory Memory and Learning Memory and Intelligence Memory and Forgetting Lost Memory on Aisle 50+. Use It or Lose It	Discover why we forget to remember. Exercises to practice	Know what to change and what to embellish.
1c	Enticing the Echoes - How to improve your memory Encoding, Concentration, Observation Rehearsal Vs Repetition Memory and Health	Exercise what we already have and know Exercises to practice	Accumulate what we already know and set up strategies to associate what we don't.
1d	Memory and the Senses Memory and Music The Arts of Memory Imagination, Association, Location, Recall	Use the reinforcements that we have either never incorporated or stop using Exercises to practice	Using All senses to remember.
2a	Memory with a Map – Discovering Memory techniques Mind Map - Buzan Concept Maps VIS	A practical lesson on pushing away cobwebs and using old (or new) skills. Exercises to practice	Ability to use created visuals to remember and communicate
2b	Mnemonics Using Your Whole Mind To Remember Designing Mnemonics	Basic strategies and techniques as old as time. Exercises to practice	Choosing one or two methods that work for the student. Putting them into practice.

	<p>Imagination, Association, Location  The Link Method &amp; The Story Method  The Number/Rhyme Mnemonic  The Number/Shape Mnemonic  Letters - the Alphabet System</p>		
2c	<p>Lists and Groups –  The Roman Room Method  The Journey Method for Ordered Lists  The Roman Room Method  Long Sequences of Information  The Major System (Optional)  My Alpha Array  Name game  The Dominic System</p>	<p>A modern and elaborate twist to remember anything.  Exercises to practice</p>	<p>Using more elaborate systems to remember very complex information.</p>
2d	<p>Techniques for Everyday Life  Learning a Foreign Language  Mnemonics to Link Words  The Town Language Mnemonic  The Hundred Most Common Words  Using Mnemonics In Exams  How to Remember Names  Remembering Lists of Information  Remembering Numbers  The Memory Palace  Gain Fulfilment Through Memory  Physical changes to the brain  Recall, Non- Localised Mind</p>	<p>Practical Uses of what we have learned, and practiced  Review.</p>	<p>Using these techniques and strategies in the real world.  Testing to see if we have succeeded.</p>