

## **Improving Your Memory**

### **Course Summary**

#### **Description**

Your memory helps you to shape your understanding of your present, and your application of your memories helps you to shape your future. How well your memory works has a direct impact on how much you get done in a day and the quality of your work. Your memory is a window into the health of your brain, how you care for it, and how you use it. It also helps to define who you are – for yourself and for those around you such as family members, friends, colleagues and others.

This very engaging, interactive, and memorable workshop is about your memory – how it works, how you can better use your recall capacity, and much more. We guarantee you'll remember it for years to come!

#### **Objectives**

At the end of this course, students will be able to:

- Make more informed day-to-day decisions about managing your sleep, your nutrition, your exercise, and other aspects of your routine that impact your brain fitness and memory
- Use more of the memory capacity you already have to handle more information in less time, enjoy better understanding, and achieve better results
- Make better decisions to safeguard your longer-term brain fitness and its memory capacity
- Help your family members, friends and colleagues to do the same
- Train more of your memory capacity to work more effectively for you
- Implement your personal memory-improvement action plan

#### **Topics**

- What do you want to remember?
- How does your memory work?
- Increase your capacity to remember
- Leverage your capacity ... to remember more easily

#### **Audience**

This course is designed for anyone who wants to use more of their natural capacity to help them learn, think, remember, and make today's and tomorrow's decisions more effectively.

#### **Prerequisites**

There are no prerequisites required for this course.

#### **Duration**

One day

## **Improving Your Memory**

### **Course Outline**

#### **I. What do you want to remember?**

- A. Names, numbers, frameworks, conversations, lists, principles, and more
- B. Child-care, Elder-care, Self-care

#### **II. How does your memory work?**

- A. Why you can remember the words to a song or advertising jingle (when you don't even want to), and why you can get to the bottom of a page in a book and have no idea what you read.
- B. What remembering and not remembering have in common
- C. How your emotions (including stress) and attention impact your memory
- D. Differentiation and why it's important
- E. What's happening with your memories while you're sleeping
- F. How understanding and personal meaning affect your memory
- G. How advertisers teach your brain to remember their messages

#### **III. Increase your capacity to remember**

- A. Managing your sleep, exercise and nutrition to help improve your memory
- B. Help your brain to grow new brain cells ... or not
- C. Using music and other sensory inputs to help improve your memory

#### **IV. Leverage your capacity ... to remember more easily**

- A. Using more of your visual processing capability to help you remember better
- B. Several easy-to-learn, easy-to-use methods to help you remember more
- C. Managing your risk factors as your brain ages
- D. Take home the power of state management – what it is, why it matters, how to use it