

Memory Aid

A Student's Guide

What a Memory Aid Is:

- Typically an 8 ½ by 11" piece of paper (double-sided).
- It can be handwritten or typed in 12-point font.
- It can include word banks, diagrams, mind maps, general formulas, acronyms, pictures, etc.
- It can be organized chronologically or by module or chapter.
- It makes sense only to the student who created it and will use it.
- It includes only the information the student cannot remember.
- An accommodation approved by CFAR.

What a Memory Aid Is Not:

- It is not meant to record all the facts, concepts or processes being tested.
- Should not exceed one page (double-sided).
- Should not include specific examples of how formulas are used.
- Should not include complete terms and definitions.
- Should not include all information from the course (only the information a student is unable to remember).
- Should not be created in place of studying—because a memory aid will not help if a student has not studied the material.

Memory Aid Checklist for Students

Using a memory aid, for testing, is on your approved accommodation plan for this quarter. Listed below is a checklist of things to prepare **before** your test.

- You have talked to your instructor, in advance, about using a memory aid for this test/exam.
- You have a good understanding of what is allowed or not allowed on the memory aid after talking to your instructor.
- The memory aid contains only information that you need to prompt your memory.
- The memory aid meets size requirements (8 ½" x 11").
- You have scheduled your test/exam.
- The memory aid was given to your instructor, for approval, at least 3 days in advance of a test/exam. Be sure to keep a copy of the memory aid for yourself to use as a study guide.
- Your instructor reviews the memory aid and can do one of three things:
 - Approve the memory aid as is.
 - Cross out/eliminate items that are not approved.
 - Disallow the memory aid.

- o If approved, the instructor signs the memory aid and attaches it to the exam. The instructor will deliver both to your designated testing location 24 hours before your scheduled test time.
- o **Helpful hint:** It is a good idea to check back in with the instructor to see if there is anything on the memory aid that was not allowed.

Examples:

Acronyms: An invented combination of letters where each letter is a cue to an idea.

- Example: HOMES is acronym for remembering the names of the Great Lakes: Huron, Ontario, Michigan, Erie, and Superior.

Acrostic: A sentence created where the first letter of each word is a cue to an idea.

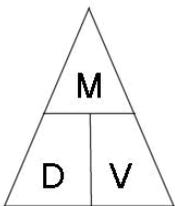
- Example: M V E N E R G E T I C M O T H E R J U S T S E R V E D U S N I N E P I Z Z A S is a famous acrostic for the order of planets (Mercury, Venus, Earth, Mars, Jupiter, Saturn, Uranus, Neptune and Pluto).
- Example: P L E A S E X C U S E M Y D E A R A U N T S A L L I E is an acrostic for the order of solving an arithmetic problem (or simplifying an algebraic expression) – Parenthesis, Exponents, Multiplication, Division, Addition, Subtraction.

Keyword: Valuable for recall of factual information and involves four steps:

1. Identifying the information that need to be remembered (meaning of the word: barrister).
2. Identifying previous knowledge (meaning of the word: lawyer).
3. Creating a keyword that cues the unfamiliar word and can be easily visualized (bear and barrister).
4. Creating a simple picture of the keyword interacting with the familiar knowledge together (i.e. a bear acting as a lawyer).

Formula Triangle

Example: Density = Mass/Volume



Example: Blank Number Line

