

HOW DOES MEMORY WORK?



INPUT PHASE



RETENTION PHASE



RECALL PHASE



INPUT PHASE

Uploading knowledge to memory

In a Library

A librarian that receives a new book for admission to the library.

The librarian gives the book a specific number

In your Mind

You are confronted with a **new fact or information**.

You **encode and organise** the new fact or information

what is it and where does it belong?



RETENTION PHASE

Information remains in your memory until you need it (recall it)

In a Library

Next, the librarian places the book in the collection (on the shelf, with other books on the same subject) according to the specific number

In your Mind

You **create a pathway** (think of GPS coordinates) to **where** this fact or information will be **stored** in your memory.

New facts or information becomes stored in your short-term memory.

The short-term memory holds about 7 items at once, plus or minus two.

DID YOU KNOW?



RECALL PHASE

You recall the fact or information.

In a Library

If you want to check a book out from the library, you must first "search" the library's catalogue for the book's number (association).

In your Mind

This means that you will "search" for where the information is stored in your memory to **extract** and **use** it (association).

Without a book's number, you cannot locate the book on the shelf. If the book is not numbered correctly (during the input phase) and shoved on a shelf anywhere in the library (retention phase), a person will not be able to find the specific book amongst the other thousands of books (recall phase).



The **capacity to store a small amount** of information in the mind **for a short period of time** (short term memory is brief and limited).

Use **rehearsal strategies** (repeating/review) to remember the information long-term.

SHORT-TERM MEMORY

It is VERY important to note that **without REVIEW you will forget** the facts or information. You have to "walk the pathway" you have created to where the information is stored in your memory **several times** otherwise you may get "lost" (go blank) trying to "find" (recall) the information.

REVIEW

LONG-TERM MEMORY

It is during the REVIEW process that you convey facts and information to your **long-term memory** and cement it in place for future recall.