

# Improve your Memory

*A good memory creates a big impression*

Comprehensive 1/2 day programme

## Overview of course content

**Memory Problems** - understanding how and why we forget is an essential first step in knowing what we need to change.

**Memory Principles and Rhythms** - insight into the different types of memory, how it works and how to remember during and after learning.

**Practical Strategies** - techniques for developing the ability to remember whatever you need to remember, when you need to remember it.

**Names and Faces** - impress with your ability to recall names and faces.

## Why Improve Your Memory?

- **Remember more** - never forget important information again. Easily remember names and faces; facts and figures; processes; appointments; lists; product information and important conversations - to name a few.
- **Increase your knowledge base** - knowledge fuels success, helping you achieve more.
- **Create a good impression** - being knowledgeable and informative will impress others.
- **Recall information easily** - be prepared for any eventuality: meetings, sales talks, presentations and conferences.
- **Improve confidence** - with a greater knowledge base and the skills to recall information easily, never again worry about saying the right thing.
- **Learn and understand without stress** - feel happy in the knowledge that you will always remember whatever you need to.

## Duration and format

Half day and bite-sized learning sessions available.

Run in-house, tailored to specific needs.

## Who is this course for?

Anyone that needs to:

- Become more successful at work.
- Create a good impression.
- Develop, improve and manage their memory.
- Improve knowledge and skills.

## Key benefits

Remember more - never forget facts, figures, a name, or a face, ever again.

Increase knowledge management - dramatically improve your learning effectiveness.

Memorise lists - deliver presentations without notes.



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Additional course detail

## Continue and refresh your learning even after the course...

...all attendees on this course receive FREE access to the exclusive 'Improve your Memory' post course learning area of the Illumine website.

### Related Courses

#### Effective Speed Reading™

Covers how to read more quickly and more effectively.

#### Mind Mapping

Concentrates on Mind Mapping and how to benefit from the technique.

#### Fast Reading & Super Memory

Covers speed reading, Mind Mapping and memory skills over one or two days.

### About Illumine

Illumine Training provides management and personal skills development, focused on developing *better brains for better business*.

The range of courses and workshops is split into six business critical areas and are delivered through:

**Public Workshops** - 1 and 2 day workshops.

**In-house Courses** - Specifically for teams or groups from within an organisation, tailoring as necessary.

**FIT Sessions** - In-house bite-size (90 minute) learning sessions designed by Illumine to maximise learning in the minimum time possible.

**Other Options** - E-learning, Facilitation, Coaching, Away-days and Speakers.

## How can I take this programme?

**In-house courses** - suitable for organisations that want to develop teams or groups of individuals from across the organisation. Programmes can be geared towards your organisation or industry sector with relevant activities, examples and case studies.

Discuss your needs with an account manager on +44(0)1753 866633 or email [inhouse@illumine.co.uk](mailto:inhouse@illumine.co.uk)

## Looking for a Public Workshop?

The Fast Reading & Super Memory Workshop has already helped thousands of business professionals, from Accountants to HR and Training, at all levels to improve their memory and avoid information overload. It has been delivered to public, private and not-for-profit sectors. Find out more at [www.illumine.co.uk/atlw](http://www.illumine.co.uk/atlw)

## Continuous Development

CPD recognition is awarded on both public workshops and in-house courses, being dependent on the number of hours spent learning. On request Illumine will provide a certificate of attendance for you to use as evidence and attach to your record card.