Index

Please note:

- Bold page numbers indicate the term is part of a heading.
- Book references are maintained at <u>http://www.memletics.com/manual/references</u>

Α

abdominal breathing, 34 abstraction, 62 accident reports, aviation, 198 Acetyl-L-Carnitine, 42 acrostic mnemonics, 96 ACT, Assumption Contingency Test, 200 activities complex, and caffeine, 42 dating, 22 driving, 21 examples for Memletics, 19 for mental fitness, 45 recreational, examples, 21 sports. 21 adrenaline, and water consumption, 30 advanced memory techniques, 208 afternoon, and physical state, 37 air, and physical state, 35 alcohol, 32 Alpha-linolenic Acid, 28 amino acids, 28 anchoring, 133 and managing fear, 191 and mental attitude, 50 and mental relaxation, 47 anti-oxidants, 29 anxiety, 183 and fear of failure, 189 applying techniques, 74 arrange step, 68 artificial lighting, 36 assertions, 115 assertions list, in review log, 81 for managing fear, 187 for mental attitude, 50 in SuperMemo, 139 association, 90 and the brain, 92 features, 91 not complete (issue), **141** practice, **94** principles, 91 associative stage, in skill learning, 127 assumption buster technique, 200 assumptions, 199 athletics, comparison to learning, 8 attention, 47 and depression, 44 attitude

and visualization, 111 towards mistakes, **196** augmented feedback, 83 Aural style, **156** exploration techniques, **64** autogenics, 34 automatic knowledge, 70 autonomous stage, in skill learning, **128** axon, part of neuron, 16

В

Bacopa Monnieri, 41 balanced model of fear, 187 basic mnemonics. 95 basic simulators, 123 Be here now, concentration technique, 48 behaviors and assertions, 115 and visualization. 111 changing, 131 learning, 126 B-group vitamins, as supplements, 40 binge drinking, 32 biofeedback, 34 bladder, 30 blood and physical fitness, 32 efficiency, 26 body rhythms, 36 bottom up approach, 62 Brahmi, 41 brain and alcohol, 32 and cortisol, 44 and depression, 44 and glucose, 24 and Memletic Styles, 146 and nutrients, 27 and oxygen, 26 and physical fitness, 32 and stress, 44 and water, 29 brain drain, 38 complexity, 16 learning and structure, 69 neurons, overview, 16 regions diagram, 146 rhythms, 36 state. See Memletic State breakfast, don't skip, 25 breathing

and nervousness, **193** for cell state, 27 for relaxation, 34 Broca's area, 146 bus, in association example, 141

С

caffeine, 41 camera, in association example, 141 carbohydrates, for cell energy, 24 carbon dioxide, and physical state, 35 carbon monoxide poisoning, 113 cardiovascular fitness effect on cell state, 27 getting physically fit, 32 categorization, in associations, 92 CBT, Computer-Based Training, as content source, 54 cell state, 24 basic nutrients, 27 glucose, 24 oxygen, 26 water, 29 Centella asiatica, 41 cerebellum, 146 challenges, 181 assumptions, 199 fear and nervousness, 186 mistakes. 195 motivation, 181 pressure, 198 change, and anxiety, 183 changing behaviors, **131** chemotherapy related distress, 111 chipped fingernails, example, 132 chunking, and association, 94 cinema, disassociation movie, 191 circadian rhythm, 36 circulation, and physical fitness, 32 classes, for learning, **173** classroom, carbon dioxide example, 35 clean air, and physical state, 35 coenzyme Q10, 29 coffee, 42 cognitive learning theory, 112 cognitive stage, in skill learning, 127 cola soft drink, 42 combinations and mnemonics, 96 in association, 92 compass, 83 Computer-Based Training, as content source, 54

© Advanogy.com 2003

Memletics[™] Accelerated Learning Manual

concentration, 47 and depression, 44 and environment, 49 and facilities, 36 game, and mental fitness, 45 longer term improvement, 48 concepts, knowledge type, 70 conflicts, internal, 182 conscious assumptions, 199 consistency, for motivation, 184 content analyzing, for arrange step, **68** book examples, 55 collection tips, 57 organizing tips, 58 sources of, 54 context, in performance techniques, 131 contingencies, 187 contraindications, for supplements, 39 controllability, in mental practice, 113 Cornell, note taking, 57 cortisol and mental relaxation, 47 and positive choices, 44 and stress, 44 cost planning, 177 course map, 175 creative dissonance, 111 creative scripting, 120 creative tension, and goals, 172 creative visualization technique, 110 cueing, and simulation, 122

D

dangerous supplements, 42 dark road example, 188 dating, using Memletics for, 22 decisions, others making them, 31 deep breathing, and physical relaxation, 34 dehydration, 29 dendrites, part of neurons, 16 depression, and mental state, 44 destroying peg words, 101 detailed review log, 80 diagrams exploration technique, 63 systems, 63 diet and health, 30 anti-oxidants, 29 fatty acid imbalance, 28 supplements (physical state), 39 disassociation, 191 disassociation movie technique, 191 distractions and motivation. 185 log, for concentration, 48 training to ignore, 48 DL-carnitine, 42 do it for life, learning, 178 dominant styles, 167 dopamine, 44 driving, using Memletics for, 21 drugs illicit, and health, 32 memory improvement, 39

Ε

early years, using Memletics during, 19 ecstasy, 32 **EESSOCCiation**, 92 eidetic thinking. See visualization emotions, in associations, 91 employment, using Memletics for, 19 endocrine system, and health, 31 enemies, using for motivation, 184 energy, for cells, 24 enjoying goals, 178 enlightenment, waiting for, 171 eNquire step, 80 environment and concentration, 49 and physical state, 35 escape mechanisms, 189 exactness of reference, in mental practice, 113 exaggeration, in associations, 92 examples association not complete, 141 assumption triggers, 201 assumptions and weather, 201 basic flight simulator, 123 chipped fingernails, 132 chunking, 94 content sources, 55 course map, 175 creative script, 120 learning how to change gears, 127 memorizing a password, 99 memorizing a telephone number, 99 mental journey technique, 103 mistakes in flight training, 196 oil, cooling engine, 93 performance state comparison, 136 personal hourly rate, 174 positive thinking gone wrong, 188 visualization (lemon tree), 106 exams, **86** and mental relaxation, 47 and planning, 177 and sleep, 36 and water consumption, 30 excelling in, 194 excessive stress and health, 31 and mental state, 44 excuses, 183 exercise, and health, 31 exercises for mental fitness, 45 mental relaxation, 46 Neurobics, 45 exploration techniques aural style, 64 general, 60 Logical style, **66** Physical style, 65 Social style, 67 Solitary style, 67 Verbal style, 65 Visual style, 63 explore step, 59 exploring goals, 171

F

facts, knowledge type, 69 failure, fear of, **188** fatty acids, 28 FDA, Food and Drug Administration (US), 40 fear, **186** and motivation issues, 183

balanced model, 187 of failure, 188 of success, 190 of the unknown, 187 feedback for motivation. 183 immediate, 82 fidelity, in simulation, 122 field of vision, 108 firewall, mental, 117 first letter mnemonics, 95 fish 28 fitness and physical state, 32 getting physically fit, 32 mental fitness, 45 Five Whys technique, 85 Five Ws technique, 62 flashcards, 137 flight training, 20 and visualization, 112 assertions list, 81 assumptions and weather example, 201 augmented feedback example, 83 basic simulator, 123 example assertions, 115 example assumption triggers, 201 example course map, 175 excuses, 183 Five Whys example, 85 impact of pressure, 198 making mistakes, 196 PC-based simulators, 124 perfect flight script, 121 performance state comparison, 136 reasons, 170 role reversal technique, 194 role-playing, 126 float tanks, 34 flying, and caffeine, 42 Food and Drug Administration, US, 40 forgetting, graph over time, 77 formal education, using Memletics during, 19 formal reviews, 86 fractionating, in part task training, 129 free radicals, 29 frequency, and retention, 75 fresh air, 35 fresh air, and physical state, **35** frontal lobes, 146 fuel, assumption triggers, 202 full spectrum lighting, 36 full-scale simulators, 125 full-time, 173 furniture, 36

G

games and mental fitness, 45 for concentration, 49 gastrointestinal system, and health, 31 Ginkgo Biloba, 40 glucose, **24** brain drain, 38 sources of, 24 glutathione, 29 goals, **51** and motivation, **182** and scripting, 120 changing, 172 confirming, with visualization, 111

© Advanogy.com 2003

Index

enjoying, **178** exploring, **171** in SuperMemo, 140 planning, 172 reasons, **170** researching, **173** setting objectives, 172 targeting, **170** telling others, for motivation, 184 Gotu Kola, 41 GPS, 83 graphs, exploration technique, 63 guided imagery, 46

н

health and physical state, 30 and visualization, 111 mental. 44 heart attack, and health, 31 fitness, for cell state, 27 rate, calculating exercise rate, 32 high altitude view, 60 higher order skills, knowledge type, 70 highlighting, 57 hippocampus and cortisol, 44 and learning, 69 and low glucose, 24 in learning styles, 146 history of memory, 25 personal, and visualization, 111 hyperventilation, 113 due to nervousness, 193 hypnotism, 115 hypoxia, 113

I

illnesses, and health, 31 imagery. See visualization images, for mental state, 51 immediate feedback, 82 immune system and health. 31 and physical fitness, 32 and visualization, 111 index cards, for exploring content, 66 individual instruction, 173 injuries, and health, 31 Inner Golf and Tennis, 111 insomnia, 111 insulin, 25 internal conflicts, 182 internal motivators, 182 internal perspective, 107 interval training, 27 iron, and deficiency, 26 irrational self-talk, 189 issues assumptions, 199 distractions, 185 fear and nervousness, 186 in review logs, 84 managing issues, 185 mistakes, 195 motivation, 181 pressure, 198 too much tracking, 185 with techniques, 140

J

journal, for exploring content, 68

Κ

knowledge definitions, 68 storage types, **69** types table, 71 usage types, **70** using against fear, **186**

L

lark-owl myth, 38 laughter, controlling nervousness, 193 law, using Memletics for, 20 Learn to Fly guide, 170, 175 learning from mistakes, 197 learning styles. See Memletic Styles lectures, for exploring content, 65 lemon tree example, 106 lesson reviews, 83 life phases, using Memletics during, 19 light and circadian rhythm, 36 and physical state, 35 limbic system, 146 linked list technique, 97 example issue, 141 Linoleic acid, 28 lipids, 28 lipoic acid, 29 locate, step, 54 location assumption triggers, 202 for learning, 174 logic tree, 66 logic, for analyzing content, 66 Logical style, 159 exploration techniques, 66 long-distance runner, and tracking, 178 lung efficiency, 26 and physical fitness, 32 lymphatic system, and physical fitness, 32

Μ

magical number seven, 94 Maidenhair Tree, 40 managing progress, 177 marijuana, 32 massage, 34 maximum heart rate, 32 Medical Student Syndrome, 203 medicine, using Memletics for, 20 meditation, and physical relaxation, 46 MEDLINE, 39 Memletic Approach, 169 overview, 18 Memletic Process, 53 overview, 14 Memletic State, 23 overview, 14 Memletic Styles, 145 expanding, 165 overview. 18 questionnaire, 148 Memletic Techniques, 89

overview, 15 Memletics as a goal, 171 Forums, on website, 207 further work, 206 history, 5 origin of name, 8, 69 tips for learning, 211 website, 206 memletics.com website, 206 men, avoiding doctor, 31 mental firewall, **117** and mental attitude, 50 mental fitness, 45 mental health, 44 mental illness, 44 mental imagery. See visualization mental journey technique, 103 mental practice technique, 111 mental relaxation, 46 mental state, 43 Method of Loci techniques, 102 micronutrients, 29 mind state. See mental state Mind-Maps, 63 mind's eye. See visualization mistakes, 195 learning from, 197 mnemonics basic, 95 clarified, 95 modality preferences, 146 modeling technique, 135 motivation issues, 181 references, 186 motives, of others, 171 motor cortex, 146 movie, disassociation, 191 Mozart Effect, the, 33 multiple intelligences, 145 music and mental fitness, 45

and mental fitness, 45 and mental relaxation, 47

Ν

negative transfer, 122 nervousness, 186 and exams, 194 Neurobics, 45 Neuro-Linguistic Programming, 146 neurons and glucose, 24 and learning, 69 and nutrients, 27 and oxygen, 26 and water, 29 needs. 24 number in brain, 16 overview, 16 neurotransmitters, 16, 28 brain drain, 38 serotonin, 44 Niacin, 40 ninety percent technique, 194 NLP, Neuro-Linguistic Programming, 146 noise, and concentration, 49 note taking, 57 nutrients, 27 nutrition and physical state, 30 supplements (physical state), 39

0

objectives and mental state, 51 and motivation, 182 setting, 172 too difficult, and motivation, 182 too easy, and motivation, 182 objects, in associations, 92 occipital lobes, 146 oil, association example, 93 OK, I'm OK - assumption trigger, 202 omega, fatty acids, 28 OSAID model, 66 other people, helping with motivation, 184 other people's actions, assumption triggers, 202 mistakes, 197 overlearning, 131 during repetition, 77 own mistakes, 195 oxygen, 26 and cell damage, 29 in a classroom, 35

Ρ

pain control, 111 Paired Associate Learning, 138 PAL, Paired Associate Learning, 138 paragraph marking, 48 parietal lobes, 146 part task training technique, **128** part-time, 173 password, memorizing example, 99 PC-based simulators, 124 peg events, 101 peg words, 97 destroying, 101 for assertions list, 82 words for 1 to 10, 97 words for 21 to 100, 101 words from 10 to 20, 100 perfect performance script, 121 performance techniques, 126 performance, improving state, 133 peripheral vision, and concentration, 49 personal hourly rate, 174 personal skills, examples, 19 physical environment, 35 physical fitness, 32 physical relaxation, 33 example exercise, 33 physical state, 30 Physical style, 158 exploration techniques, 65 planning, 172 costs. 177 response to mistakes, 196 time, 176 PMA, Positive Mental Attitude, 49 PMR, Progressive Muscle Relaxation, 34 Polar bear, 93 Positive Mental Attitude, 49 and health. 31 Post-it notes, for exploring content, 66 pre-performance patterns, 135 presentations chunking example, 94 example content, 55 simulating an audience, 124

pressure, 198

pre-synaptic terminal, 16 principles, knowledge type, 70 procedures, knowledge type, 70 professional training, examples, 20 programmed repetition, 80 progress, tracking, 177 Progressive Muscle Relaxation example exercise, 33 Progressive Muscular Relaxation, 34 progressive part recombination, 130 protein, amino acids (cell state), 28 psychedelic drugs, 32 psychoneuroimmunology, 31 psychoneuromuscular theory, 112 Pubmed, 39 pulse rate, and cell state, 26 pure part recombination, 130 purity, in associations, 94 puzzles, and mental fitness, 45 pyramid, for content, 60 Pyridoxine, 40

Q

questionnaire, for Memletic Styles, 148 questions, for content pyramid, **62**

R

rally car drivers, 108 reaction to mistakes, 196 real equipment, for simulation, 125 reasons, for goals, 170 recombining, in part task training, 130 recommended daily allowances (RDAs), finding, 40 recreational activities, examples, 21 references, where to find, 11 reframing, exams, 194 refresh reviews, 77 rehearsal. See mental practice reinforce step, 74 relaxation. See also mental relaxation, *See* also physical relaxation and fast learning, 33 and light, 35 and physical health, 31 and physical state, 33 physical example, 33 repetition examples, 75 in reinforce step, 75 lessening over time, 77 spaced, 75 spreading, 76 tips, 79 repetition techniques, 137 repetitive part recombination, 130 responding to mistakes, **196** responsibilities, and motivation, 185 responsibility, and health, 31 retention, 75 approach, 72 retire early, as a goal, 111 reversing roles, 194 review log, 80 reviews formal, 86 lesson, 83 not done (issue), 142 refreshing, 77 scheduled (technique), 138

scripts, 120 system, 86 rewards, and mental state, 51 rhythms body and brain, 36 brain, and caffeine, 42 risk and motivation issues, 183 and simulation, 113 balanced model, 187 role-playing, 125 for exploring content, 66, 67 roles, reversing, 194 rollerblading cat, 90, 91, 140 Roman Rooms technique, 104 rote learning, 59, 137 rules, for mental firewall, 118

S

schedule, time planning, 176 scheduled review technique, 138 schools, and limited methods, 145 scripting technique, 119 secondary styles, 167 segmenting, in part task training, 129 self-directed learning, 9 Self-Enhancing Matrix, 94 self-esteem and mental state, 50 and verbalization, 114 self-help trap, 209 self-image and mental state, 50 and verbalization, 114 self-inflicted consistency, 184 self-sabotage, 183 self-study, **173** self-talk and mental state, 50 and verbalization, 114 irrational, 189 senior years, using Memletics during, 19 senses in associations, 91 in visualization, 108 sensory deprivation, 34 sensory-motor skills, knowledge type, 70 serotonin, 44 servicinii, 44 setting objectives, **172** seven, and chunking, 94 seventy by seven technique, **192** shunt technique, 131 sick buildings, 35 siesta, and physical state, 37 simplicity, in associations, 94 simplifying, in part task training, 129 simulation, **121** and fidelity, **122** basic, 123 full-scale, 125 PC-based, 124 role-playing, 125 with real equipment, 125 singing, and mental fitness, 45 situations, in associations, 92 sketching, exploration technique, 63 skills learning, 126 three stage learning, 127 sleep and body rhythms, 36

Index

and caffeine, 42 and relaxation, 34 day graph, 37 Social style, 161 exploration techniques, 67 software for mental fitness, 45 SuperMemo, 138 Solitary style, 163 exploration techniques, 67 sound, for exploring content, 64 spaced repetition, 75 spider approach, 48 sports, examples, 21 state, improving performance, 133 strengthening techniques, with visualization, 114 stress and mental state, 44 and physical health, 31 and physical relaxation, 33 and water consumption, 30 study buddy, 67 styles, learning. See Memletic Styles subliminal messages, 115 success, fear of, 190 sugar, effect on blood glucose, 25 summary review log, 80 Sunday lunch, effect on brain, 25 sunlight, 36 SuperLearning, 33 SuperMemo, 138 for assertions list, 82 for peg words, 99 in Process, 80 tips, 139 supplements, 39 Acetyl-L-Carnitine, 42 anti-oxidants, 29 B-group vitamins, 40 Brahmi, 41 caffeine, 41 Ginkgo Biloba, 40 ineffective, 43 potentially dangerous, 42 supporting knowledge, 70 symbol, for marking issues, 84 symbolic learning theory, 112 synapses, 16 and learning, 69 system reviews, 86 systems diagrams, 63

Т

targeting goals, **170** task interference technique, 130 during repetition, 77 task variation technique, 130 during repetition, 77 tea, 42 techniques abstraction, **62** acrostic mnemonics, **96** advanced, **208** anchoring, **133** anchoring, 50 applying, **74** assertions, **115** assertions, 50 association, 90 assumption buster, 200 attention, 47 aural style exploration, 64 basic mnemonics, 95 basic simulators, 123 Be here now, 48 bottom up, 62 choosing, 72 concentration. 47 creative visualization, 110 deeper, wider, 61 diagramming, 63 disassociation movie, 191 distraction log, 48 first letter mnemonics, 95 Five Why's, 85 Five Ws, 62 flashcards, 137 full-scale simulators, 125 general exploration, 60 graphing, 63 high altitude view, **60** highlighting, 57 issue management, 185 issues with, 140 linked list, 97 logic tree, 66 Logical style exploration, 66 mental firewall, 117 mental journey, 103 mental practice, 111 Method of Loci, 102 Mind-Mapping, 63 modeling, 135 ninety percent, 194 note taking, **57** OSAID, for logic, 66 overlearning, 131 paragraph marking, 48 part task training, 128 PC-based simulators, 124 peg events, 101 peg words, 97 performance, 126 Physical style exploration, 65 reframing (exams), 194 repetition, 137 role reversal, 194 role-playing, 125 Roman Rooms, 104 rote learning, 137 scheduled review, 138 scripting, 119 selection matrix, 72 seventy by seven, 192 shunt, 131 simulation. 121 simulation with real equipment, 125 sketching, 63 Social style exploration, 67 Solitary style exploration, 67 spider approach, 48 strengthening with visualization, 114 study-buddy, 67 systems diagrams, 63

task interference, 130 task variation, 130 three-stage skill learning, 127 Verbal style exploration, **65** verbalization, **114** Visual style exploration, 63 visualization, 105 when they don't work, 140 telephone number, memorizing example, 99 temperature, for physical state, **35** temporal lobes, 146 tests. See exams Thiamine, 40 thirst, and water consumption, 29 three-stage skill learning, 127 time planning, 176 timing and retention, 75 in mental practice, 113 Total Recall, software, 99 tracking progress, 177 tracking, and motivation, 185 travel, and mental fitness, 45 triggers examples, 201 for assumptions, 200

U

ultradian rhythm, **38** unconscious assumptions, 199 unknown, fear of, **187** urine, and water consumption, 29 US Food and Drug Administration, 40

V

VAK model, 146 vegetables, for anti-oxidants, 29 Verbal style, 157 exploration techniques, 65 verbalization, 114 video, as content source, 55 Visual style, 155 exploration techniques, 63 Visual-Auditory-Kinesthetic model, 146 visualization, 105 for exploring content, 64 not just visual, 156 principles, 106 Vitamin C, 29 Vitamin E, as an anti-oxidant, 29 vividness, in mental practice, 113

W

water, **29** weather assumptions, example, 201 website, memletics.com, **206** Wernicke's area, 146 working knowledge, 70 working memory, and learning, 69 WOW factor, **142** www.memletics.com website, **206**