

Learning

Structure	Organising and clarifying information. Pay attention to the information received, and try to understand the whole picture in order to excel the info
Effort	Engage with the material received. Write the notes down instead of just reading and going through them
Active Learning	Use what you've learn in what your task. Apply the when you're teaching and learning
Relevance	Have a good reason to learn. Use the information as much as you could

Remembering

Selectivity	Choose only important notes
Association	Try linking the big chunks of information
Visualisation	Picture the information in mind to make it easier to undertand
Elaboration	Elaborate the notes in different ways instead of one same way
Concentration	Stay focused
Recitation	Repeat the words in your own words
Intention	Have a good goal
Big & Small Picture	Recognise each information that's given at every level
Feedback	Instead of only using the same information, try confirming it by doing researches
Organization	Organise the notes in a proper, nicer way instead of letting the sit in an unmannered sequence
Time on Task	Set the time, dedicate some respectful time for the lesson
Ongoing Review	Keep reviewing to make sure you remember the notes for a long period of time

