University of Windsor Memory Aid information

What a Memory Aid is

A memory aid is typically an 8.5 x 11 piece of paper that:

- Is handwritten or typed
- May include
  - Diagrams
  - Mind maps
  - General formulas
  - Acronyms
  - Pictures
- Can be organized
  - Chronologically
  - Module
  - Chapter
- Only makes sense to the person that created it
- Includes only the information the user cannot remember

University of Windsor

Memory Aids are testing accommodations to support students who have specific disability documentation that supports the use of a Memory Aid. Memory aids give students an equal opportunity to demonstrate their knowledge in a testing situation by lessening the impact of their disability. This accommodation is not intended to reduce academic requirements or alter the standards by which academic performance is assessed.

What a Memory Aid is NOT

A memory aid is not meant to record all the facts, concepts or processes being tested.

- More than one 8.5 x 11 piece of paper
- Include specific examples of how formulas are used
- Include complete terms and definitions
- Include all the information from the course
- Be created instead of studying

Only the mutually agreed upon Memory Aid will be allowed in the test. This means a student cannot bring other course materials into the test.

Memory Aid Examples

Acronyms – invented combinations of letters where each letter is a clue to an idea. Example **HOMES** is the acronym for the Great Lakes (**Huron Ontario Michigan Erie Superior**)

Acrostic - a sentence created where the first letter of each word is a clue to an idea. Example **My Very Eager Mother Just Served Us Nine Pizzas** is an acrostic for the order of the planets

Pictures – small doodles the represent information only to the user

Process for Memory Aid Approval

Instructor Receive accommodation letter

(Usually early in the semester but there are cases where this is not possible)

Student constructs memory aid (7-10 days before exam)

Student sends memory aid for review to Instructor (7-10 days before the exam)

(*Student is strongly encouraged to make a separate meeting with the instructor to talk about the memory aid ahead of time*)

INSTRUCTOR

Does it:

- Include specific formulas
- Include complete terms and definitions
- Include all the information from the course

NO

(*may include prerequisite information)*

ALLOW

Send memory aid with the exam to SAS for the student to use either electronically to exam@uwindsor.ca or physical drop it off to SAS DH 117

Yes and No

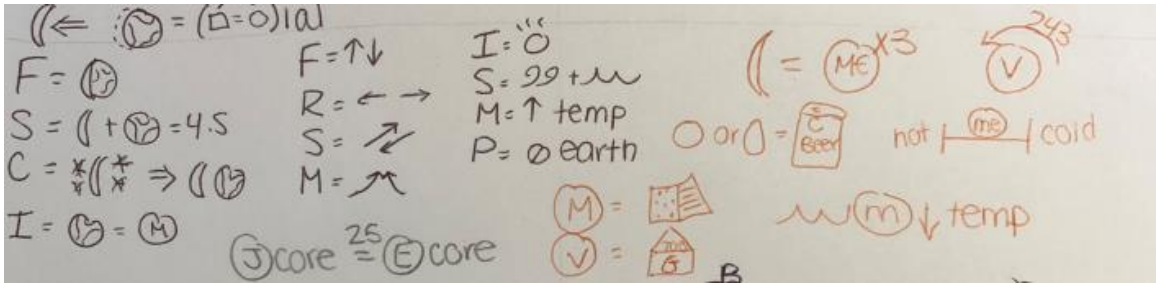
(some information specific to the exam)

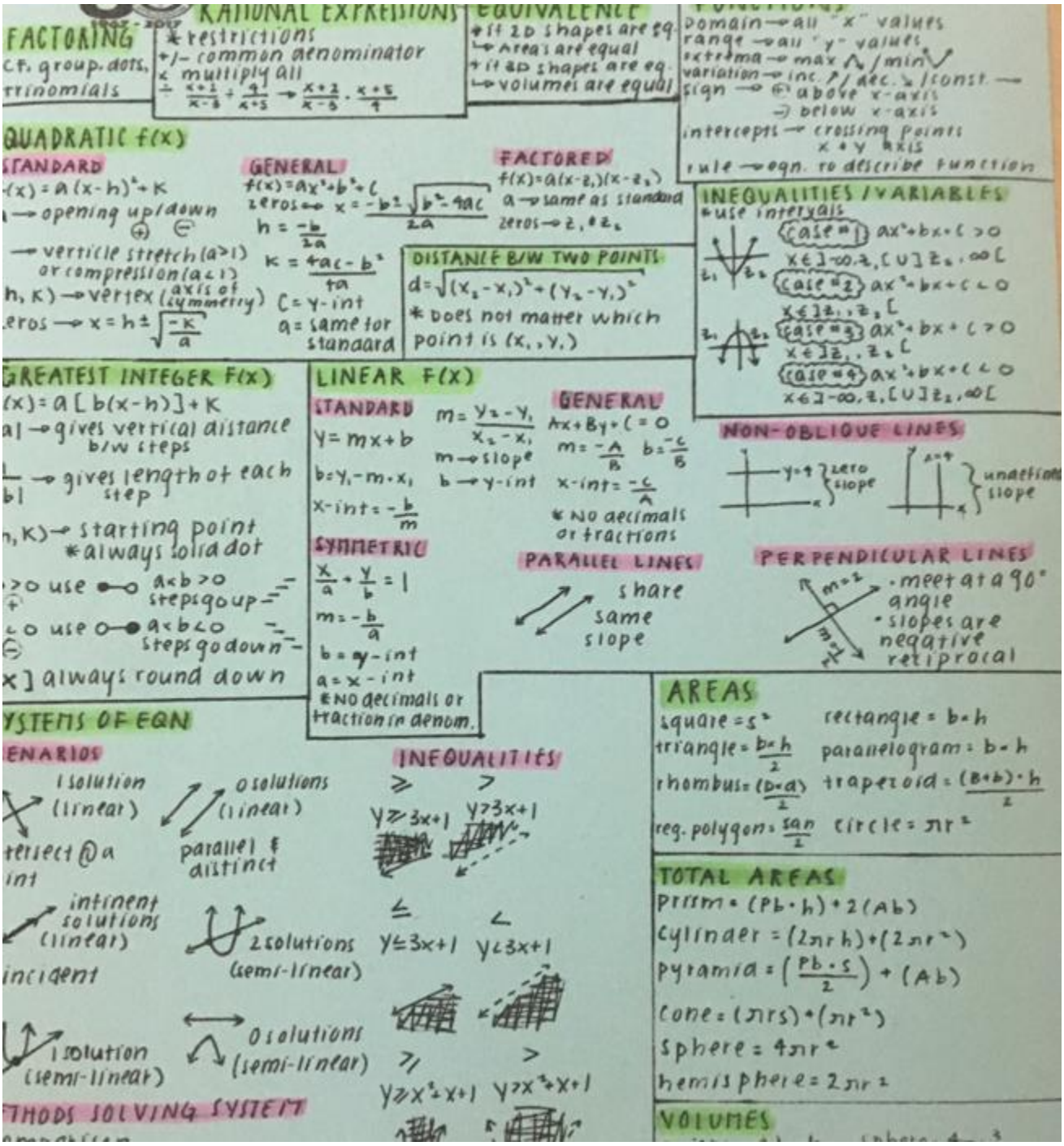
EDIT

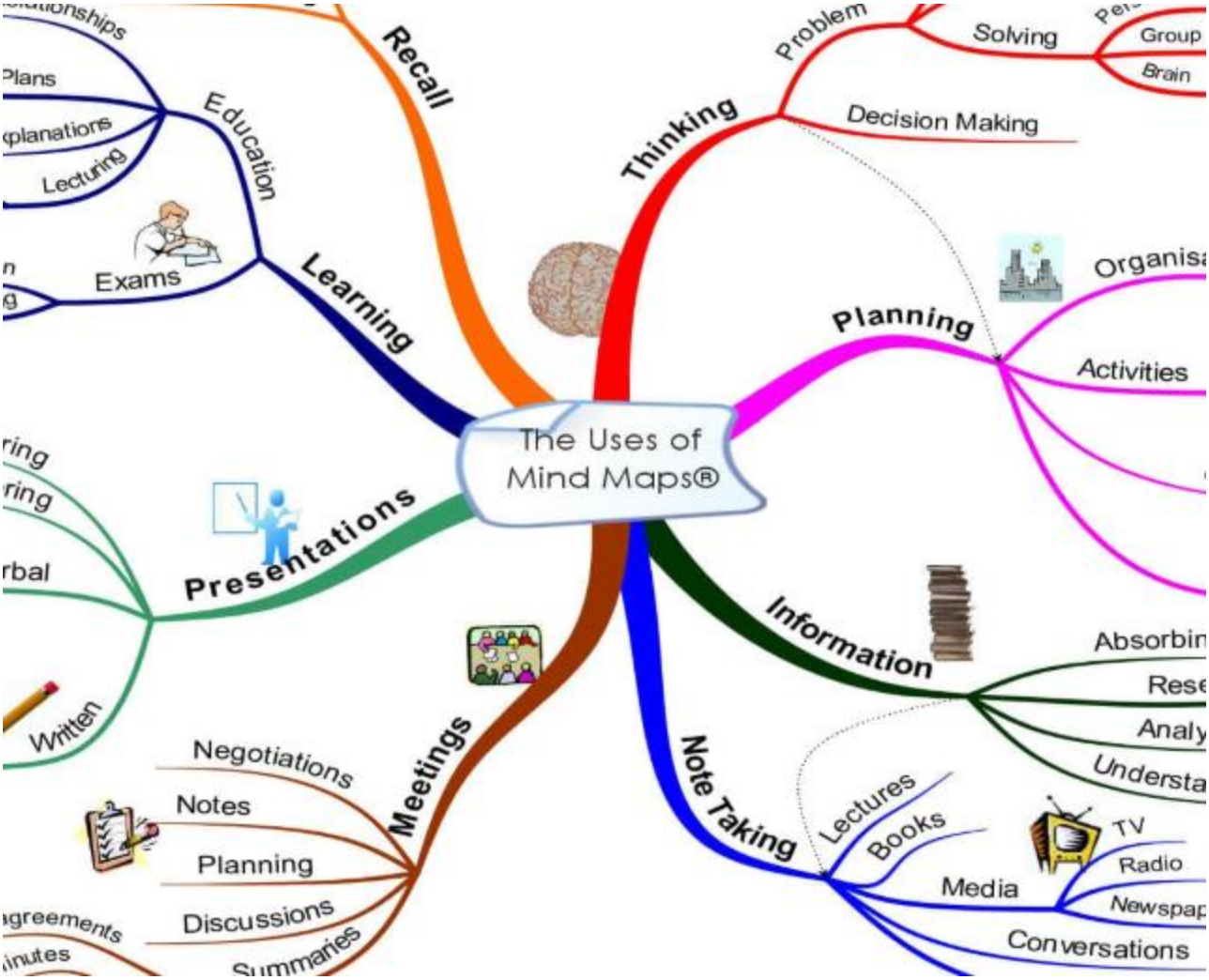
Send the memory aid back to the student with requested changes or deletions

Student makes changes and resubmits

Examples of Memory Aids






The Uses of Mind Maps®
Recall
Thinking
Problem
Solving
Group
Brain
Decision Making
Education
Plans
Explanations
Lecturing
Exams
Learning
Planning
Organisa
Activities
Presentations
Written
Meetings
Negotiations
Notes
Planning
Discussions
Summaries
Information
Absorbin
Rese
Analy
Understa
Note Taking
Lectures
Books
Media
TV
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Newspap
Conversations