




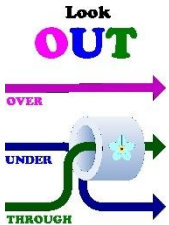



# Got-A-Head?

## Forget-Me-Notes

Name	Image	Where to use it	Overview of it, and what it does
<b>ACES of Exploration</b>		<ul style="list-style-type: none"> <li>• <b>QWERTY (Explore)</b></li> </ul>	<b>Assess</b> what you have come up with then <b>construct, enhance or select</b> items to create the best solution.
<b>ADDA</b>		<ul style="list-style-type: none"> <li>• <b>Observation</b></li> <li>• <b>Reading Effectively</b></li> <li>• <b>QWERTY</b></li> </ul>	Approach things from a different direction or angle.  Physically change your angle in <b>Observation</b> (or the direction you are coming from) and metaphorically do so in <b>Thinking</b> or other areas.
<b>Anticipate</b>		<ul style="list-style-type: none"> <li>• <b>Observation</b></li> <li>• <b>Reading Effectively</b></li> <li>• <b>QWERTY</b></li> </ul>	Think about what/who might affect something (e.g. where might a particular person have put something; what effect would element A have on element B?)
<b>Axes to Grind</b>		<ul style="list-style-type: none"> <li>• <b>Reading Effectively</b></li> </ul>	Whenever you have reading or research to do, you want to consider two distinct elements: <b>Depth</b> – do you need deep mastery of a topic, or is a shallow understanding enough? <b>Difficulty</b> – Easy or hard text(s)?
<b>Essence</b>		<ul style="list-style-type: none"> <li>• <b>Observation</b></li> <li>• <b>Reading Effectively</b></li> <li>• <b>QWERTY</b></li> </ul>	What <b>must</b> something have in order to be that thing? For instance, a slide just needs to allow you to slip from one point to a lower one; a tree must have a trunk and branches.
<b>Give it a WhiRL!</b>		<ul style="list-style-type: none"> <li>• <b>Reading Effectively</b></li> <li>• <b>QWERTY</b></li> </ul>	Consider three main elements: <b>Will it work?</b> <b>Is it right?</b> (i.e. should you be doing it?) <b>Do I like it?</b> Also <b>Gave it a WhiRL!</b> to look back at what you did.




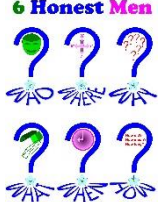
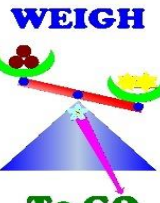

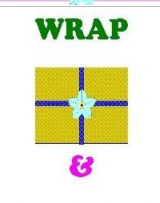




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<b>Home In</b>		<ul style="list-style-type: none"> <li>• Observation</li> <li>• Reading Effectively</li> </ul>	Identify likely places to look.
<b>Keep on Track</b>		<ul style="list-style-type: none"> <li>• Observation</li> <li>• Reading Effectively</li> <li>• QWERTY</li> </ul>	<p>Keep a clear idea of the Question you are trying to answer, or the thing you are looking for.</p> <p>Don't digress or get side-tracked.</p>
<b>Key Features</b>		<ul style="list-style-type: none"> <li>• Observation</li> <li>• Reading Effectively</li> <li>• QWERTY</li> </ul>	Key features are the <b>main</b> things that describe something or distinguish it from other things. They start where <b>Essence</b> stops.
<b>Look OUT</b>		<ul style="list-style-type: none"> <li>• Observation</li> </ul>	A reminder to look <b>over</b> the top of things, look <b>under</b> them and even <b>through</b> them (and, if you can't look through it, you could look behind it).
<b>MORE Information</b>		<ul style="list-style-type: none"> <li>• QWERTY (Wonder)</li> </ul>	Think about where you can find information to use in your wondering (or other thinking): what you can remember, see, or find out about (either by independent study or asking people).
<b>More or Move?</b>		<ul style="list-style-type: none"> <li>• Observation</li> <li>• Reading Effectively</li> <li>• QWERTY</li> </ul>	<ul style="list-style-type: none"> <li>• keep looking in the same place or develop deeper understanding of a topic</li> <li>• <b>or</b></li> <li>• look elsewhere or explore a related topic, or different source material</li> </ul>
<b>P!C</b>		<ul style="list-style-type: none"> <li>• QWERTY</li> </ul>	Whenever you are considering something, bear in mind the <b>pros</b> (i.e. advantages or positive benefits), <b>cons</b> (disadvantages or drawbacks) and any other elements that are <b>interesting</b> .





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<b>Quizzical</b>		<ul style="list-style-type: none"><li>• Memory</li><li>• Reading Effectively</li></ul>	A reminder to check your knowledge, understanding or memory of something by quizzing yourself.
<b>REF</b>		<ul style="list-style-type: none"><li>• Memory</li><li>• Reading Effectively</li><li>• QWERTY (YaY!)</li></ul>	<b>Review</b> what you have done so far. <b>Evaluate</b> how well (or not!) it is working. <b>Feedback</b> into what you are doing, so that any necessary improvements can be made as you go along.
<b>Remember, Research, Remember</b>		<ul style="list-style-type: none"><li>• Reading for Understanding</li><li>• Memory</li></ul>	Use your memory of what you know to streamline the research process and help embed new knowledge in long-term memory.
<b>Six Honest Men</b>		<ul style="list-style-type: none"><li>• Reading Effectively</li><li>• QWERTY (to direct your thoughts)</li></ul>	The six important questions you might need to answer: <b>Who? What? Where? When? Why? How?</b>
<b>Weigh to Go</b>		<ul style="list-style-type: none"><li>• Reading Effectively</li><li>• QWERTY (Rank)</li></ul>	Rank and evaluate key features, options or information.
<b>Whose Views?</b>		<ul style="list-style-type: none"><li>• Reading Effectively</li><li>• QWERTY</li></ul>	In your planning, consider other views (as well as, not instead of, your own!). How/why might those views differ?
<b>Wrap and Remember</b>		<ul style="list-style-type: none"><li>• Remember</li><li>• Reading Effectively</li><li>• QWERTY</li></ul>	Use existing systems or techniques that you already know (and have made a point of remembering) to save you time in future.

