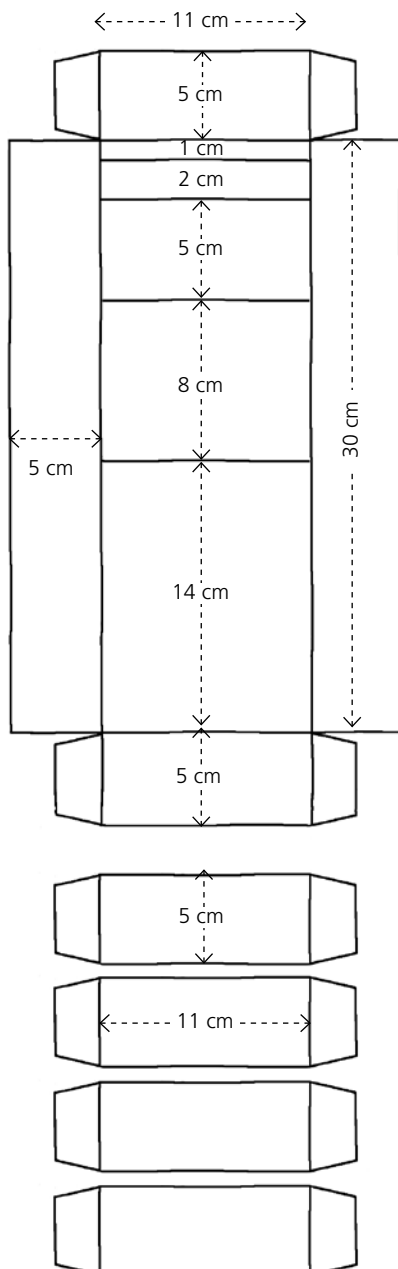
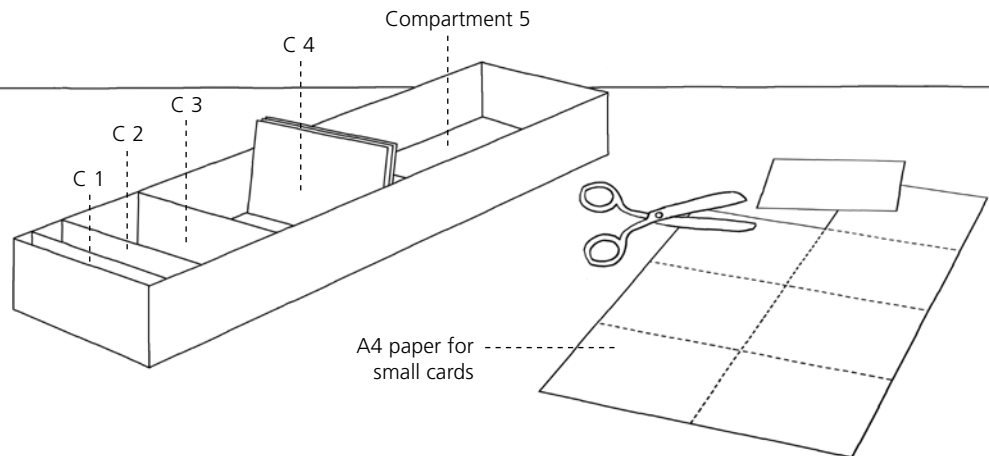


# M4

## Flashcards: a useful aid for learning professionals

A learning box is a box with five compartments in which you can place cards or small papers with words (dates, formulas, etc.) that you need to practice. Practicing with flash cards really helps you retain the content of the cards in your memory.



You can buy a learning box or create one yourself, as described. Also cut out 30–40 small cards (an A4-sheet yields 8 small cards).

### Tip

Don't just use the flashcards for words, but also for other school subjects (history, math, geography ...). Use different colors for each subject, as this helps you retain an overview.

### This is how you train with flash cards:

**Day 1:** Make your first 10–15 flash cards and place them into the first compartment (C1). Example for a word card in English: on the face of the card you write the word in English and on the back you write the meaning in your own language or in the school language. Practice with this card a few times until you know it. Place the ones that you know into compartment 2 (C2).

**Day 2:** First, work through the cards in C2. Place all those that you still remember into C3. Return the ones that you don't remember into C1 and practice with them a few times. Then create ten new cards, place them into C1 and do a few practice rounds with them. All of those that you have mastered are then placed into C2.

**Day 3:** First, work through the cards from C3. Place all those cards that you have mastered into C4 and return the others to C1 for further practice. Then go through the cards in C2. Those that you still remember are placed into C3, the others are returned to C1. Then, create ten new cards, work through them and place those that you have mastered into C2.

**Day 4:** (as well as in the following days): first review the cards in C4. Place all that you have mastered into C5 and return the rest to C1 for further practice. Then, review the cards from C3. Place those that you know into C4, the others into C1. Then review the cards in C2, place those you have mastered into C3, and return the others to C1. Then, make ten new cards, practice with them and place those that you know into C2.

Once a week (or every two weeks):

review every card in C5. Return those that you don't remember to C1 for further practice. Place those that you know into a special envelope and review them every two to three months!