



# Working Memory Checklist

Problems with working memory may exist if the individual:

- Is easily distracted when working on or doing something that is not highly interesting.
- Has trouble with activities that require both storage (remembering) and processing (manipulating information).
- Struggles with reading comprehension and has to read through texts repeatedly to understand.
- Struggles with solving problems that require holding the information in mind, for example mental maths calculations.
- Is inconsistent in remembering maths facts.
- Struggles with completing tasks, especially multiple step tasks – they usually cannot remember the information needed to guide them through the activity and subsequently ‘zone out’.
- Has difficulty remembering long instructions given in several steps, for example directions or school/work assignments – may forget part or all of the instruction.
- Struggles to understand the context in a story or a conversation.
- Has difficulty when planning and organising something that needs to be done in separate steps.
- Makes place-keeping errors – has difficulty keeping track of what they have done and what still has to be completed.
- Has difficulty staying focused during cognitively demanding tasks but attends well when cognitive demands are minimal.
- Has difficulty integrating new information with prior knowledge.
- When called on, forgets what he/she was planning to say.
- Has trouble waiting for his/her turn, for example in a conversation or when waiting in line to get help.
- Has difficulty taking notes and listening at the same time.

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Working Memory Training