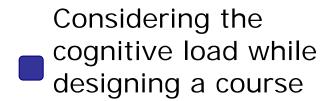


Knowledge to lead



General Guidelines

1. Remember:

- The working memory has limited capacity to process and store information
- There is no control on which information is integrated into the long-term memory
- The information provided to learners must be carefully selected,
 avoiding overwhelming the working memory

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Identify:

- What is necessary to know to meet the learning objectives
- The compulsory study materials required to meet the learning objectives
- What would be nice to know to complement the learning
- 3. Include what is necessary to know in the compulsory study materials
- 4. Include what is nice to know as optional or additional study materials
- 5. Make sure that each lesson in a particular course:
 - Provides reasonable amount of information (pages/slides) and does not overwhelm the working memory
 - Includes reasonable amount of text (pages/slides) and that sentences are short and easy to understand

