

# Working Memory Checklist

## *Problems with working memory may exist if the individual:*

1. Is easily distracted when working on or doing something that is not highly interesting.
2. Has trouble with activities that require both storage (remembering) and processing (manipulating information).
3. Struggles with reading comprehension and has to read through texts repeatedly to understand.
4. Struggles with solving problems that require holding the information in mind, for example mental maths calculations.
5. Is inconsistent in remembering maths facts.
6. 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’.
7. Has difficulty remembering long instructions given in several steps, for example directions or school/ work assignments – may forget part or all of the instruction.
8. Struggles to understand the context in a story or a conversation.
9. Has difficulty when planning and organizing something that needs to be done in separate steps.
10. Makes place-keeping errors – has difficulty keeping track of what they have done and what still has to be completed.
11. Has difficulty staying focused during cognitively demanding tasks but attends well when cognitive demands are minimal.
12. Has difficulty integrating new information with prior knowledge.
13. When called on, forgets what he/she was planning to say.
14. Has trouble waiting for his/her turn, for example in a conversation or when waiting in line to get help.
15. Has difficulty taking notes and listening at the same time.