

Speed Reading - Peak Performance Learning:

Dynamic Reading, Thinking, Memory & Recall

Prerequisites: None
Schedule: Two Consecutive Day Sessions*

Course Objective

If you're like most people in today's dynamic and information rich work environment, you probably have at least 45 hours of reading piled up on your desk (or stuffed somewhere in the, "I'll get to it" file. As you see the piles, you probably feel overwhelmed and overloaded. Now, imagine you have both the skill and the confidence to get through all the reading material you have in a fraction of the time. How might that help you to reduce your stress and overload?

This fast paced, intensive training program will improve how to handle typical business related information. You will learn how to use proven strategies to process both what you read and what you want to remember. You will also learn a wide range of physical skills, comprehension, and thinking strategies. These strategies will enable you to be more flexible and in control of the constant flow of information. The course is not the usual speed reading fare, but uses a "whole-brained approach" that turbo-charges your reading as a set of accelerated learning skills. This course was specifically designed to develop your "Three Keys to High Performance"; Efficiency (doing things the right way); Effectiveness (doing the right things); Performance (doing the right things the right way). In today's business environment, information overload can kill your career! Come and learn how this course will dramatically transform how you master this explosion of information as you learn to become a high performer!

Day One (AM)

- Program Overview and Pre-Assessment
- Definitions Clarified
- Problematic Adult Reading Habits
- The Solutions
 - Physicality, Flexibility, Natural Sight Use
- Application Drill
- Basic Patterns
- Moving Through the Materials
- Levels of Comprehension (You Control)
- The Four Key Concepts of Supersonic High Performance Reading

Day One (PM)

- Comprehension and Flexibility – Take Charge
- Comprehension and Critical Thinking Strategies
 - Guide Your Mind
- The Multi-Pass Process
 - The Key to Effective Reading Comprehension
- Note-Making Skills
- More Mechanical Skills
- Application Drill
- Integrating the Day's Concepts

Day Two (AM)

- Review/Preview and Warm-up
- Application Drill
- Memory vs. Recall Defined
- The Keys to Recall
- Performance – Mind Maps and Recall Patterns
- Reading Flexibility – Styles and Mechanics
- A.D.U.L.T. Study Methods and Conditions
- Hard Reading Made Easy
- Technical Reading Procedures
- Key to Optimal Learning
 - Metal Set/Physical Setting–Taking Charge

Day Two (PM)

- The Tool That Ties Together
 - Cognitive and Structural Strategies
- Application Drill (Your Choice)
 - Magazines
 - Newspapers
 - Correspondences
 - E-Mail
- Next Steps & Closing – 30 Day Plan

Your enrollment includes a free subscription to the "Dynamic Reading, Memory, and Recall Online Masters" program (\$245 value) to help you to continue to develop and reinforce what you learn in these brain transforming two days.