

# How is Information Organized?

**(1) CONCEPT-DEVELOPMENT-DEFINITION:** **Topic** followed by **subtopics**, OR **Topic** followed by related **facts** and **details**, OR Straight **classification** of **concepts** or facts, OR simple **definition** of a concept.

*Examples:*

- **Topic** of memory followed by **subtopics** of working memory, etc.,
- **Topic** of working memory followed by **details** like the capacity of working memory,
- Botany **classification** of a species of plants, Mendelyev periodic table in Chemistry,
- **Definition** of long term memory.

**(2) GENERALIZATION:** **Concept** (or principle) followed by supporting **evidence** or **examples**.

*Examples:* The **concept** of evolution followed by **evidence**, **concept** of integration by parts (Calculus) followed by **examples**.

**(3) CAUSE-EFFECT:** Information about **factor** (s) or **cause** (s) leading to a specific **outcome** or **effect**.

*Examples:* **factors** leading to a Mathematical or Scientific **result**, **factors** leading to a Historical **event**.

**(4) QUESTION-ANSWER:** Information that poses a **question (problem)** and **answer (solution)**.

*Examples:* Mathematical or scientific **question (problem)** followed by an **answer (solution)**, a sociological **problem** followed by proposed **solutions**.

**(5) COMPARE-CONTRAST:** Information that looks at **similarities** and **differences**, **pros** and **cons**, or any other type of comparison.

*Examples:* **Compare and contrasting** of

- Economic or political theories
- Different literary styles
- Types of psychological therapy

**(6) SEQUENCE:** Information that goes according to a **sequence**.

*Examples:* **Sequence** of

- Historical events
- A weather system (geography)
- Computer science program
- Proof sequence in mathematics

**(7) SUMMARIZATION:** Simple **identification** of the most **important main points** of a general topic.

*Examples:* Introductory, summary or “main points” section of a textbook.

Kaveh Farrokh (Ph.D.)