First, people’s names.

Ben: I met that new guy yesterday, you know, but it was really embarrassing.

Maggie: Really?

Ben: I...I couldn’t remember his name. I still can’t. You know who I mean, don’t you?

Maggie: Mm, sorry, Ben, but I don’t know who you mean. You need to improve your memory.

Ben: Ha-ha! I know.

Maggie: The way I remember names, is I think of the place where I first met the person and who they were with. Then it’s easier to remember their name.

Pam: Hmm, good idea. But here’s what I think: You should try to remember the first letter of their name. If it’s Bob, think B...B.

Maggie: Mm, yes. Or you should write down their name the first time you meet. In a notebook.

Ben: Oh, OK. I’ll try those ideas. Now, I still can’t remember that guy’s name, though! Ha-ha!

Finally, English vocabulary.

Pam: Hiroshi! Hi! Have a seat.

Hiroshi: Hi!

Pam: These are my friends. Guys, this is Hiroshi.

Maggie: Hello, I’m Maggie.

Hiroshi: Hey, Maggie.

Ben: Uh, Hiroshi. Hi, yeah, we met yesterday.

Hiroshi: Oh, I remember you. Hi, Ben.

Pam: We were just talking about ways to remember things.

Hiroshi: Really? Well, I’m still learning English, and I find it really hard to remember new vocabulary. Any ideas?

Ben: Hmm. You should say new words aloud several times. You can say them quietly to yourself, but it’s the pronunciation that’s important with new words.

Maggie: That’s right, and always use a dictionary, and look at the example sentences in the dictionary — not just at the meanings. The sentences show how to use the word. That’s important.

Hiroshi: OK. That sounds like a good idea.

Ben: Oh, and you should highlight each new word when you see it in a book. A yellow highlighter pen is always good.

Hiroshi: A highlighter pen?

Ben: Yeah, do you have one?

Hiroshi: No, I need to get one.

Maggie: Here, Hiroshi. You can have this one.

Hiroshi: Oh, thanks very much, Maggie. Any more tips?

Pam: Hmm. Yes! Here’s another one. When you hear a new word write it down in a book...