

Prospective memory questionnaire

In conversation with others, do you forget to bring up some point or question that you had intended to mention A	never occasionally often
Going to the supermarket to buy several items, do you forget at least one of them B	never occasionally often
When going out to do some errands, do you forget to do at least one of them B	never occasionally often
When taking medication, do you forget to take it at the right time C	never occasionally often
Do you forget appointments C	never occasionally often
Do you forget special dates (birthdays, anniversaries, etc) C D	never occasionally often
Do you forget promises you have made to other people D	never occasionally often
Think about the various people you might make promises to. How often do you forget promises made to:	
your spouse/partner	never occasionally often
your child(ren)	never occasionally often
other close relatives	never occasionally often
friends	never occasionally often
workmates	never occasionally often
your boss/client	never occasionally often
Do you forget to return borrowed items such as library books/videos/DVDs on time C	never occasionally often
Do you forget routine chores (e.g., to water your plants, to take out the rubbish, to pay bills) G	never occasionally often
Do you keep forgetting to do infrequent personal tasks before finally doing them (e.g., renewing a passport, making an appointment to see the doctor/dentist, stopping newspaper and mail before you go on holiday) E	never occasionally often

Do you forget personal goals (e.g., setting aside time everyday for some fitness/study activity, intentions to achieve some personal/home/garden maintenance goal within a certain period) E	never occasionally often
Do you forget work goals E	never occasionally often
Do you have trouble remembering ideas that you've had B	never occasionally often
If other people expect you to remember for them, do you forget other people's intentions D	never occasionally often
Do you sometimes find yourself in a place and know that there is something you meant to do there, but you can't remember what it is A	never occasionally often
Do you remember an intended action at an inappropriate time or place, and then forget it when the time / place is appropriate F	never occasionally often
If so, does this happen within quite short time-spans (e.g., walking from one room to another) A	never occasionally often
Do you forget to pass on messages / information to others F D *B	never occasionally often
Do you forget to terminate actions (taking things out of the oven; turning a hose off, picking up drycleaning, etc) A	never occasionally often
Do you mix up familiar sequences of actions (e.g., putting milk & sugar in your cup but forgetting the coffee; putting sugar in twice; putting the coffee in your cereal bowl) G	never occasionally often
Do you find yourself carrying out a familiar action you hadn't intended (e.g., going to your bedroom for a book, you start taking off your clothes) G	never occasionally often
Do you carry out the right action on the wrong object (e.g., putting the butter in the dishwasher and the plate in the fridge) G	never occasionally often

Code key:

A: short-term memory

B: retrospective memory (for the item with B starred, only count the B if it's the message itself you have trouble remembering, rather than the fact of having a message for the person)

C: time-based prospective memory

D: interpersonal issues

E: organizational & motivational issues

F: event-based prospective memory

G: action slips