Step 1 – We forget things which are necessary or important these can lead to severe problems. For e.g. – switching off the water tank one it is filled is important or else a lot of water will be wasted.

Step 2 – This problem can be solved by noting them down anywhere or telling them to others so that they can remind you.

Step 3 – A To-Do list app can be made in which you can write your work and save them then once the things are done you could delete them