

STEP 1: Describe the task in detail.

Write down exactly what task you need to get done and why.

Ex: Deep clean the entire house and declutter so I don't feel overwhelmed.

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STEP 2: Break down the task into smaller manageable parts.

People with ADHD might feel a task will take forever. Estimate how much time it will actually take you to complete the task and make a list of everything you will need to accomplish the task beforehand.

Task Breakdown	Time Required	What Do You Need?
<p>1. <i>Ex: Kitchen - including the oven, stove, refrigerator, microwave, cabinet shelves/drawers, and floor.</i></p>	<p>2 hours</p>	<p><i>All-purpose spray, rags, broom, and mop</i></p>
<p>2.</p>	<p>.....</p>	<p>.....</p>
<p>3.</p>	<p>.....</p>	<p>.....</p>
<p>4.</p>	<p>.....</p>	<p>.....</p>
<p>5.</p>	<p>.....</p>	<p>.....</p>
<p>6.</p>	<p>.....</p>	<p>.....</p>
<p>7.</p>	<p>.....</p>	<p>.....</p>
<p>8.</p>	<p>.....</p>	<p>.....</p>



ADHD Focus Plan

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