

### choosing ADHD Focus Plan

STEP 1:	Describe the	task in detail.
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Write down exactly what task you need to get done and why.

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

### 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?
1. Ex: Kitchen - including the oven, stove, refrigerator, microwave, cabinet shelves/drawers, and floor.  2.	2 hours	All-purpose spray, rags, broom, and mop
3.		
5.		
6.		
7.		
8.		





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### **STEP 3:** Make a schedule for your smaller tasks.

Schedule each task listed in your task breakdown above. Write down where you're adding reminders and how you will reward yourself with each completed task.

Schedule	Reminders	Rewards
Ex: Scrub oven, stove, and fridge 3-3:30PM	Ex: Set alarm in phone	Ex: 10 minutes of scrolling on social media

#### Consider what obstacles you may face while completing the tasks **STEP 4:**

Explore all the different challenges you may have when completing the task. What can distract you? Why may you procrastinate? Then, plan out how you can tackle those challenges.

Ex: The kids come home at 3:30 - I will ask Dan to babysit for an hour.
Ex: Any notifications from my phone will distract me - I will put my phone on silent from 3-5.





# choosing therapy ADHD Focus Plan

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2.			
3.			
4.			
5.			
J.			



7.

8.



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