

Using the 6 Steps & Trifecta to Stack Your Tactics

More ideas to add to the stack!

Be ADHD Advanced

- Read an article about planning for ADHD.
- Talk to another person with ADHD about planning.
- Print out and post the Top 10 Executive Functions for ADHD.

Reboot your Authenticity

- Draw out your weekly plan.
- Record your to-do list or use speech-to-text software.
- Visualize what your week ahead or your day will look like if it goes well.
- Set aside time for activities you love.

Fill Your Tank

- Do a quick - minute meditation before you plan.
- Make sure you have a snack and something to drink, that you have taken your meds before planning.
- Do ten jumping jacks before each planning session.

Use As If Planning

- Schedule Friday afternoon planning time into weekly calendar as a repeating event.
- Schedule website and app blocking software during planning time.
- Tell Siri to remind you to plan when you arrive at the office.
- Print out weekly plan & post it in plain sight.

Be Systematic

- Schedule automatic reminders to plan, for to-do list items, or calendar events.
- Schedule blocking software.
- Print out a checklist for planning activities, or series of questions.

Develop Auto-Pilot

- Limit energy drains – don't check email until you plan.
- Make when I, then I cues – when I sit at my desk, then I set a timer for 5-10 minutes and do my planning.

Motivate yourself with the ADHD Trifecta

- Have a beautiful or awesome notebook to keep your to-do list in, or use a favorite app.
- Watch an inspirational video on the power of planning.
- Make a micro change – print your plan on a different color paper each week.
- Have your favorite latte when you sit to do your planning.
- Time yourself to see how fast you can do your plan, challenge yourself to do it 3 times this week.
- Do your plan in public (at the library or coffee shop) before you arrive at work.
- Sit and plan with your partner before leaving for the day, or sit in the common area of your office to do it.
- Show your weekly plan to your coach or accountability partner.