


In collaboration with the CSCD



# Managing ADHD Skills Workshop

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*An interactive workshop where members learn practical tools and techniques to manage distractibility, procrastination and inattention, as well as how to maximise on the unique strengths of the ADHD brain.*

Presented by Josie Makkink

time management when  
you have ADHD:

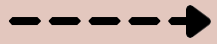


**How time feels for an ADHDer  
when they have to do anything  
that is remotely uninteresting:**



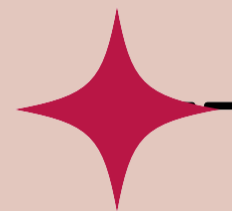
# My life in a picture





# Mememes aside...ADHD in a nutshell:

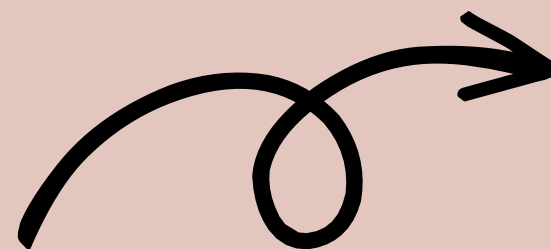
*ADHD is experienced differently by everyone -you know yourself best!*



*HYPERACTIVE TYPE*  
*INATTENTIVE TYPE*  
*COMBINED TYPE*

*ANXIETY*  
*DEPRESSION*  
*LOW SELF-ESTEEM*

*GENETICS*  
*BRAIN BIOLOGY*  
*ENVIRONMENT*



# SYMPTOM



## **Inattentiveness (difficulty concentrating and focusing)**

The main signs of inattentiveness are:

- having a short attention span and being easily distracted
- making careless mistakes – for example, in schoolwork
- appearing forgetful or losing things
- being unable to stick to tasks that are tedious or time-consuming
- appearing to be unable to listen to or carry out instructions
- constantly changing activity or task
- having difficulty organising tasks

# SYMPTOM



## Hyperactivity and impulsiveness

The main signs of hyperactivity and impulsiveness are:

- being unable to sit still, especially in calm or quiet surroundings
- constantly fidgeting
- being unable to concentrate on tasks
- excessive physical movement
- excessive talking
- being unable to wait their turn
- acting without thinking
- interrupting conversations
- little or no sense of danger

Brief overview

# TASK BRACKETIN G

&

SCRIATDEGE

SSC



# A.D.H.D

A DESPERATE HUNT  
FOR DOPAMINE

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- *Altered dopamine signalling in the brain*
- *Always looking for the "next thing"*
- *Dopamine hits: caffeine, sugar, social media, alcohol*
- *Hyperfocus on enjoyable tasks*
- *Highly distractable with unpleasant tasks*

# BUSINESS IN THE MORNING, FUN IN THE AFTERNOON

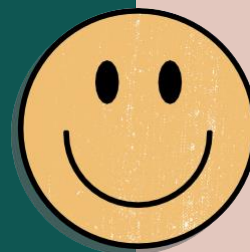
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- *Dopamine levels highest in the morning*
- *Schedule high-effort, tough and boring tasks in the morning*
- *Schedule low-effort, enjoyable and creative tasks in the afternoon*
- *Maximise on ADHD creativity and problem-solving*

# TACKLING TASKS



- *Break up tasks into manageable chunks of time – POMODORO TECHNIQUE*
- *Pace, doodle, talk, do what you need to do in breaks*
- *Use alarms and timers*
- *ENGAGE in the task actively - take notes, use colours, create acronyms to remember things, read aloud, make mind-maps*
- *Remove as many distractions from your environment as possible: leave your phone in another room, be in a quiet space, keep your desk clean*
- *Body doubling*



# MORE TASK HACKS



- *Use a calendar and set up a consistent schedule*
- *Carry around a to-do list*
- *As soon as you're given a deadline, write it down in your calendar. Then write your own deadline to complete that task 2-3 days before to 1) create pressure and 2) help with time blindness*
- *As soon as you have something to do, write it in your to-do list*
- *Set reminders (even for other reminders!): phone, sticky notes, friends, family*

# PRIORITIE S &

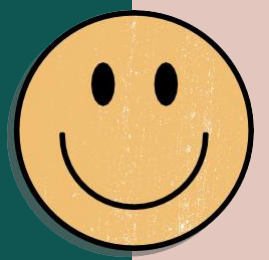


• **PURPOSE** Practice mindfulness each morning and evening: guided meditation, yoga, free-writing

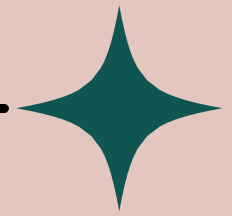
• Go through your to-do list and rank the tasks in terms of priority: highlight, star, NB, NBB Note down what value each task will bring you.

**Example:**

- 1) Make content notes > help me pass the test
- 2) Apply for a job > help me to make some money
- 3) Shopping > so I can eat
- 4) Spend time with friends > brings me joy



# REFLECT & REWAR



• **D** At the end of each day, count on your fingers what you have accomplished (tasks, a good mark, a good deed) - try get to 10!

• Take some time to think about how you did what you did and allow yourself to feel good about it

• Schedule in dopamine hits (rewards) after expected accomplishments: a delicious meal after a study session, spending time with friends after a test, chilling out to music after a workout

*Ask: What worked and what didn't?*

# REMEMBER...

*The world is full of diversity. Just like people have different bodies, people have different minds: neurodivergence. ADHD is a way of thinking and approaching the world which does come with challenges, but a lot of strengths too.*



**SUCCESS IS IN  
YOUR FUTURE**

*Just ask Richard Branson or  
Bill Gates!*



**YOU ARE  
RESOURCEFUL**

*Know your strengths and  
show up for them.  
Know your challenges and  
use tools to overcome them.*



**YOU ARE NOT  
ALONE**

*Connect with others, have  
conversations, keep learning:*

- **Neurodiversity & GPS group**
- **ADDitude magazine**
- **How to ADHD Youtube Channel**