



# ACADÉMIE ST-LAURENT ACADEMY

## **Executive Functioning Resources:**

What kind of decision making, organization, time management, etc. skills do you use throughout your day? If you have a large project, what skills do you rely on to complete your work? It may seem like an odd question, but the reality is many adults can instinctively identify the necessary steps needed to finish the task. It's because we have well-developed Executive Function skills. Unfortunately, most children do not.

Executive Function skills are “brain-based skills required for humans to effectively execute or perform tasks and solve problems.” (*Smart but Scattered Teens: The “Executive Skills” Program for Helping Teens Reach Their Potential*) There are eleven basic Executive Function skills:

1. **Response Inhibition** – The ability to evaluate a situation and how someone’s behavior might affect;
2. **Working Memory** – The ability to hold information in mind while performing complex tasks;
3. **Emotional Control** – The ability to manage emotions to help regulate and guide behavior;
4. **Flexibility** – The ability to revise plans in the face of obstacles, setbacks, new information, or mistakes;
5. **Sustained Attention** – The capacity to attend to a situation or task in spite of distraction, fatigue, or boredom;
6. **Task Initiation** – The ability to begin a task without undue procrastination in a timely fashion;
7. **Planning and Prioritizing** – Make decisions about what’s important to focus on and what’s not.
8. **Organization** – The ability to create and maintain a system for arranging or keeping track of important details and items;
9. **Time Management** – The ability to estimate how much time is available;
10. **Goal-Directed Persistence** – The capacity to establish a goal and follow through on achieving it;
11. **Metacognition** – The ability to self-monitor when performing a task

## RESOURCES TO ASSIST WITH EXECUTIVE FUNCTIONING:

Skill	Name of Resource	Description	link
Time management Organization Planning	360 thinking	The 360 Thinking™ Get Ready*Do*Done Timer is an instructional timer app specifically designed for supporting students' executive function skill development. It is based on the innovative clinical model of executive functioning skills known as 360 Thinking™. By using the app, students will have the opportunity to nurture their situational awareness, develop forethought of an end result, and organize resource materials, time and actions to complete a future task.	<a href="https://apps.apple.com/ca/app/360-thinking-time-tracker/id1047288370">https://apps.apple.com/ca/app/360-thinking-time-tracker/id1047288370</a>
Pre-K - 8  Organization Planning Task initiation Task completion Independence	Choiceworks  Visual Schedules Visual Routine	Choiceworks was designed to help kids learn about three life skills: schedules and task completion, waiting, and dealing with emotions. As kids finish each task, they move an icon to the board's All Done column. Finally, kids see what they can do after they've completed all the tasks on the list (in this case, go to bed). The waiting board includes a timer and suggestions for things to do while waiting, and the feelings board offers one or two productive responses to strong emotions.	<a href="https://www.common sense.org/education/app/choiceworks">https://www.common sense.org/education/app/choiceworks</a>
Pre-K - 12  Planning Task Initiation Task completion	First/Then visual schedule  Set visual routine Choice Boards	Helps students create schedules for daily activities like the morning routine or bedtime. School-based schedules would also help students more easily navigate routines like lunchtime, transitions, or packing up at the end of the day. Kids will be more motivated if you include them	<a href="https://www.common sense.org/education/app/first-then-visual-schedule-hd">https://www.common sense.org/education/app/first-then-visual-schedule-hd</a>

		<p>in the schedule creating process. They can help choose the pictures and craft the audio messages; in addition, the Choice Boards let them choose possible rewards for completed activities.</p>	
<p>5-8</p> <p>Goal Directed learning</p> <p>Task completion</p>	<p>Goal Calendar for kids</p>	<p>Some kids have trouble with planning and follow-through. That can make it really hard to achieve personal goals. They might get the <i>idea</i> of the goal, but not understand the steps to get to the finish line.</p> <p>This calendar can help kids stay on track with goals like getting to school on time or cleaning up their room. It has goals kids can print, cut out, and stick to the calendar. Each one comes with a list of steps to get the job done. (You and your child can also create your own goals and steps.)</p>	<p><a href="https://www.understood.org/en/learning-thinking-differences/child-learning-disabilities/executive-functioning-issues/2019-goals-calendar-a-printable-planner-for-tweens-with-executive-functioning-issues?_u=1*1u341gr*domain_userid*YW1wLTNfaUs3LWh4NVpXX2pZR0lMdjlZMkE">https://www.understood.org/en/learning-thinking-differences/child-learning-disabilities/executive-functioning-issues/2019-goals-calendar-a-printable-planner-for-tweens-with-executive-functioning-issues?_u=1*1u341gr*domain_userid*YW1wLTNfaUs3LWh4NVpXX2pZR0lMdjlZMkE</a>.</p>
<p>Gr. 6-12</p> <p>Study Skills</p> <p>Note taking</p> <p>Organization</p> <p>Independence</p> <p>Planning</p>	<p>Notability</p>	<p>Notability is a full-featured note-taking app for iOS that helps students take notes they'll want to review, revisit, and actively use. If there's a chart in the textbook they want to reference quickly, they can snap a picture and add it to their notes. If a concept is better explained by drawing a picture, they can do it right there, too. On a single page of notes, students can type, write, draw, highlight, record audio, cut, paste, and even insert content captured from websites. When they're finished, students can organize notes for later easy access. The audio recording feature is especially flexible. If you play from the start of the recording, the notes you took darken and fill in as the recording continues, letting you see the notes appear as you wrote them. Similarly,</p>	<p><a href="https://www.common sense.org/education/app/notability">https://www.common sense.org/education/app/notability</a></p>

		you can tap on any point of the note (whether it's writing, typing, or a photo) and jump to that point in the audio recording.	
K-6 Planning Organization Task Completion Task initiation	Printable pictures for daily Schedules and routines		<a href="https://www.understood.org/en/learning-thinking-differences/understanding-childrens-challenges/simple-changes-at-home/download-sample-picture-schedules-and-visual-planners">https://www.understood.org/en/learning-thinking-differences/understanding-childrens-challenges/simple-changes-at-home/download-sample-picture-schedules-and-visual-planners</a>
K-12 Self-esteem Positive self-talk Motivation Confidence	Accomplishment Box	<p>Setting goals gives kids something to work toward. But as they move forward, it's important to help them look back at what they've already achieved—including small steps they may not have even realized were accomplishments. This can help them stay motivated and push ahead with confidence.</p> <p>Making an “accomplishment box” is a fun way to help kids see their accomplishments—and watch them grow.</p>	<a href="https://www.understood.org/en/friends-feelings/empowering-your-child/celebrating-successes/download-your-childrens-accomplishment-box-starter-kit? ul=1*3qd27b*domain_userid*YW1wLTNfaUs3LWh4NVpXX2pZR0lMdjIzMkE">https://www.understood.org/en/friends-feelings/empowering-your-child/celebrating-successes/download-your-childrens-accomplishment-box-starter-kit? ul=1*3qd27b*domain_userid*YW1wLTNfaUs3LWh4NVpXX2pZR0lMdjIzMkE</a>
K-5 Self-esteem Confidence Positive self talk	A strength chain	Make the strengths chain with your child. Working together will help both of you see your child's strengths and how they link together. Planning to do this activity with more than one child? Print a full set of worksheets for each child in case they may have many of the same strengths.	<a href="https://www.understood.org/en/friends-feelings/empowering-your-child/building-on-strengths/strengths-chain-for-kids? ul=1*b5t6vd*domain_userid*YW1wLTNfaUs3LWh4NVpXX2pZR0lMdjIzMkE">https://www.understood.org/en/friends-feelings/empowering-your-child/building-on-strengths/strengths-chain-for-kids? ul=1*b5t6vd*domain_userid*YW1wLTNfaUs3LWh4NVpXX2pZR0lMdjIzMkE</a>



Pre-K - 4	Good morning Routine cards	Free coloured printable routine cards to use to create a visual schedule or routine.	<a href="https://adayinourshoes.com/wp-content/uploads/2017/10/Daily-Routine-Printables-2.pdf">https://adayinourshoes.com/wp-content/uploads/2017/10/Daily-Routine-Printables-2.pdf</a>
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