

# Executive Function Cheat Sheet

## #1. Continuum of Arousal



## #2. Behavior as a Teaching Opportunity

? How is the behavior serving the student?

## #3. BUILD vs. BE their Executive Function

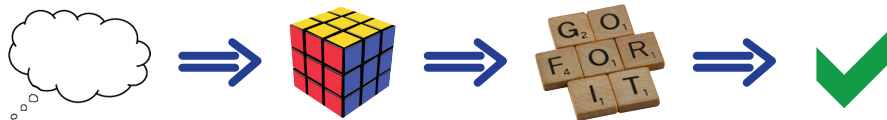
## #4. Problem Solve Together

Step 1: Their Take

Step 2: Your Take

Step 3: Collaborate on a solution

(Brainstorm, Solution, Try It, Evaluate)



## #5. Dopamine Reward

- ✓ Anticipation
- ✓ Goal-Focused
- ✓ Milestones



## #6. Inner Language

**Visualize** in order to plan, organize, and see different solutions and perspectives

**Use verbal inner language** to think through problems and self-question

## #7. Build Underlying Skills

# Executive Function Cheat Sheet

## In the Moment EFT Guide

1. Calm, focused feeling
2. What does the behavior tell us?
3. What needs to happen and why?
4. Direct student OR collaborate on a solution

## Executive Function Training Student Guide

The Problem:

What I need:

What does my parent/school/instructor need?

My Goal:

- What does it look like when it's done or met?
- How long will it take?

Brainstorm, evaluate, and eliminate solutions.

What is the chosen solution?

Create a flowchart to sequence the steps into bite-sized pieces.

Application

- Practice
- When will I try this?
- When will we evaluate?

How did it work?

What do I need to change/modify?

## Real Life Executive Function Training and Problem Solving

1. Together with your adolescent or teen, make a list of the top 3 - 5 concerns/areas where change is needed.
2. Prioritize and sequence the list with the most urgent or desired first.
3. Work on one item at a time

### **WHAT is the real problem/challenge that needs to be solved?**

Student's take on the problem

- Observe / dialogue / explore / listen to the student
- Think:
  - What is the root of the challenge?
  - What skills are lagging?
  - What does the student need?

Share your take on the problem - on what needs to happen

- Clear picture of what is needed
- Why

### **GOAL**

- Start with the end in mind. What does it **look** like when the goal is met? How does it make me feel?
- Walk it / talk it / visualize it / draw it

### **HOW?**

- Together, brainstorm solutions / strategies
- Write down every suggestion
- Guide student in thinking through the pros and cons of each strategy or solution.
  - Stimulate the use of inner language and visualization to weigh 2 or more options.
  - Together determine the best one to try (and why).

## **SMALL BITES** (Flow Chart)

If the strategy has multiple steps, create a flow chart together. Using a flow chart gives the student practice in breaking down tasks into steps, sequencing, and organizing them. It allows the student to be independent as they follow the chart and feel the reward and success of checking off each step.

### Flow Chart Steps:

- Together, brainstorm and list every single little step in the chosen strategy - be sure to dialogue decision points
- Sequence the steps
- Help your child create a [flowchart](#):
  - Use ovals for START and STOP
  - Use rectangles for each step
  - Use diamonds for decision points

## **[Flowcharting For Parents Video Walkthrough with Jill Stowell](#)**

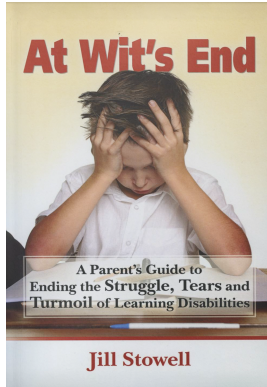
### **APPLICATION**

- Practice using the flowchart
  - Dialogue each step
  - Check off each step as completed - notice progress!
- OR practice the determined solution by role playing and/or visualizing and talking through it
- Determine a specific time to use the flowchart or solution
- Commit to trying it
- Determine a short -term time to evaluate (end of the day or week)

### **EVALUATE**

- How did it work?
- Celebrate what worked!
- What part(s) need to be modified?
- Make needed changes
- Follow Application steps

## FREE Resources for Parents



**At Wit's End** A Parent's Guide to Ending the Struggle, Tears, and Turmoil of Learning Disabilities by *Jill Stowell, M.S.*  
[Download At Wit's End for free](#)



**Get resources** and **connect** with other parents who “get” what you’re going through. Join our Private Facebook Group for parents of children with learning and attention challenges.

[Join SLC Mom Squad](#)



The LD Expert Podcast is your place for answers and solutions to Learning Differences, Dyslexia, Auditory Processing, and Attention Challenges.

[Watch or listen to the LD Expert Podcast](#)

**Dyslexia and other learning and attention challenges do not have to be permanent.**

[Speak to a Learning Specialist](#)