

Executive Function Planning Skills

DIRECTIONS

The executive function videos are for the benefit of parents, teachers, and older students. The Magic Number and Planning Videos will help you to plan how to fit the activities into your day.

The first week includes a video on Wednesday to help parents, teachers, and older students plan how to fit the activities into their day. Take this time to start teaching your kids about planning skills. Go over the daily calendar together and ask them for input on when they would like to do the reading activities. It might help to color-code activities with colored pencils, markers, or crayons. Also ask them how much time they think they will need for the activities.

You can start with:

1. "Do you think the activities will take all day?"
2. "Do you think they will take all morning or all afternoon?"
3. "Do you think they will take a little while in the morning?"

Next, talk about the best time of day to do the activities. For example, if your kids are in swimming lessons in the morning:

- Can they do the lessons at that time?
- Or, should they do the lessons before going to their lessons?
- Or, should they do them after they get back from their lessons?

When your student completes an assignment, to-do, or activity, follow-up by asking how much time it actually took and how they think they did.

As time goes on you can ask them what other things they would like to do such as go to the park, watch a movie, or go to the zoo. Which day would be best to do that?

Having these kinds of conversations on a daily and/or weekly basis will start to bring an awareness of planning them. Awareness of how an activity fits into a day or week is the first step in learning planning skills.

Other executive function (EF) activities that are in the program are fun EF activities that they can do to build other EF skills such as flexible thinking, attention building, following directions, and memory skills.

On the next page we have a link to a timer that may help your students keep track of time.



COUNTDOWN TIMER

These types of timers are a great way for students to stay on task on something for a period of time. You can set the timer for short increments (5, 10, 15, or 20 minutes). You can quickly see how much time you have left by how much color is visible.

[TIME TIMER Home MOD](#)