

COPING WITH ATTENTION AND CONCENTRATION DIFFICULTIES

1. **Developing organizational skills**
 - Develop priorities (first things first)
 - Time management (set a timer, realistic expectations)
 - Create a system for tasks, bills, etc.

2. **Understanding and adapting to learning style**
 - Reduce distractions (turn off technology, no multitasking)
 - Write it down (to-do list, SMART goals)
 - Actively manage procrastination (fears, 10 minute rule)

3. **Reducing stress and improving well-being**
 - Consistently exercise and doing relaxing activities
 - Get enough sleep (8 hours)
 - Eat right (reduce caffeine, other substances)
 - Setting limits (pacing, learn to say no)

4. **Taking Next Steps**
 - Analyze the “problem” (vulnerabilities, triggers, strengths, etc.)
 - Career counseling (interest, values, skills)
 - Mental health therapy (cognitive-behavioral strategies)
 - Practice mindfulness meditation
 - Self-help
 - Websites: Help4adhd.org, Helpguide.org
 - Book: **Taking Charge of Adult ADHD** by Barkley
 - Book: **Driven to Distraction** by Hallowell & Ratey

* For additional self-help information go to
helpguide.org/mental/adhd_add_adult_strategies.htm