

## Help!

My child has a hard time breaking down large tasks into manageable steps so they get overwhelmed.

## Underlying Skills



### Planning & Prioritizing

Having a roadmap to reach a goal or complete a task and deciding which tasks are important to focus on



### Emotional Control

Managing feelings so you can get things done



### Goal-Directed Persistence

Following through to complete a goal without being distracted by other things



### Time Management






Knowing how long tasks take and using time effectively to complete tasks

## Strategy

### Backwards Planning

1. Visualize the end product (draw, describe or find a sample)
2. Write out steps required to complete the task and estimate the time needed.
3. List all necessary materials and information
4. Gather the materials and information needed
5. Set a time for each step and work through them one at a time, take breaks as needed
6. DONE. YOU DID IT! WAY TO GO!



GET READY	DO	DONE
<p>3. MATERIALS NEEDED</p> 	<p>2. BREAK IT DOWN (steps and timing)</p> 	<p>1. END GOAL (VISUALIZE)</p> 
<p>4. GATHER MATERIALS</p> 	<p>5. SET TIMER</p> 	<p>6. COMPLETE TASK</p> 