01 / WORKING WITH TIME

ADHD is a Gift not a disability

That’s our strengths-led point of view. ADHD can be disabling. If you need support or accommodations, you deserve them.

Work backwards to leaving time

Use the appointment time to decide when to arrive, when to leave and when to stop whatever you’re doing.

EXAMPLE / A 9.00 AM APPOINTMENT

9.00 am	Appointment
8.50 am	Arrive and check in
8.25 am	Leave home
8.15 am	Start packing up

Allow 10 minutes to check in, 25 minutes to travel and 10 minutes to get out the door.

TRY IT

Set two labelled alerts. One says “Pack up”. The other says “Leave now”.

02 / WORDS TO BORROW

Say what you need

Words are easier to find before you're under pressure. Keep a few sentences you can adapt when a deadline slips or a task needs clearer instructions.

WHEN THE INSTRUCTIONS ARE UNCLEAR

"I can start this afternoon. Could you send me one example of what finished looks like?"

WHEN YOU NEED MORE TIME

"I've finished the first part. I need more time for the rest. Can we agree on tomorrow afternoon?"

WHEN A DIFFERENT SETUP WOULD HELP

"I can follow this better with the steps in writing. Could we use a shared checklist?"

Make it yours. Replace the example with the missing detail, a time you can meet or the change you want to try.

03 / PRINTABLE WORKSHEET

Try one thing this week

Pick a snag that keeps coming up. Change one thing and see what happens.

EXAMPLE

I leave without lunch. I'll put a note on my keys before bed. I'll see whether I leave with lunch more often.

What snag do I want to make easier?

Name a particular moment in your day.

What change will I try?

Choose one cue, adjustment or request.

When and where will I use it?

Name the place, time or routine that will prompt you.

How will I tell if it helped?

Pick something you can see, count or describe afterwards.

After a week, keep what helped or make one change to try next.

From Living with ADHD, the full guide with worked examples, scripts and printable tools.