

ADHD & PRODUCTIVITY

6 WEEK COURSE

From chaos to control



with Dr James Brown
Mon 30 Oct | 6pm | Online



WEEK 5. Building and Maintaining Routines.

November 27th, 2023

Dr James Brown

Week	Topic	Information
1	Understanding ADHD and motivation.	Why does ADHD create a barrier to productivity
2	Tackling procrastination and perfectionism.	How to start to accept that perfection is a barrier to progress, and tackling the sources of procrastination
3	Engaging with and completing tasks.	Understanding why 'starting' and finishing' can be an issue, and discussing approaches to tackle this
4	Managing your distractions.	How to create a work environment that removes unnecessary distractions
5	Building and maintaining routines	Developing routines for the start of day, work activities and end of day
6	Managing stress and burnout.	Stress and burnout impact productivity. How can we prevent this?

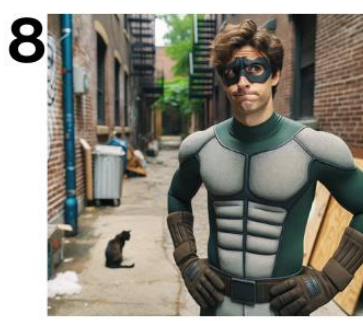
Time	Section	Content
5 minutes	Introductions	Last week's form response and discuss how the session will run
30 minutes	Discussion 1	What are routines and why are they important?
5 minutes	Break	Time for a cuppa
30 minutes	Discussion 2	ADHD and routines
5 minutes	Break	Time to stretch our legs
30 minutes	Discussion 3	Tactics for building routines with ADHD
10 minutes	Summary and next steps	What will you do next?

Learning Objectives

- Upon completion of this session, learners will be able to:
 1. Understand the advantages of establishing and adhering to routines in managing ADHD symptoms.
 2. Identify the challenges that people with ADHD may face building and maintaining routines.
 3. Identify and discuss strategies for building routines with ADHD.

Icebreaker

How are you on a scale of Super Hero?



Results from last week's poll - prioritisation

Exercise

Breathing/journaling

Morning routine

Very regimented

None/Very few

Results from last week's poll – remind yourself?

Nothing

Visual cues

Alarms/lists

Discussion 1.

**What are routines and why
are they important?**

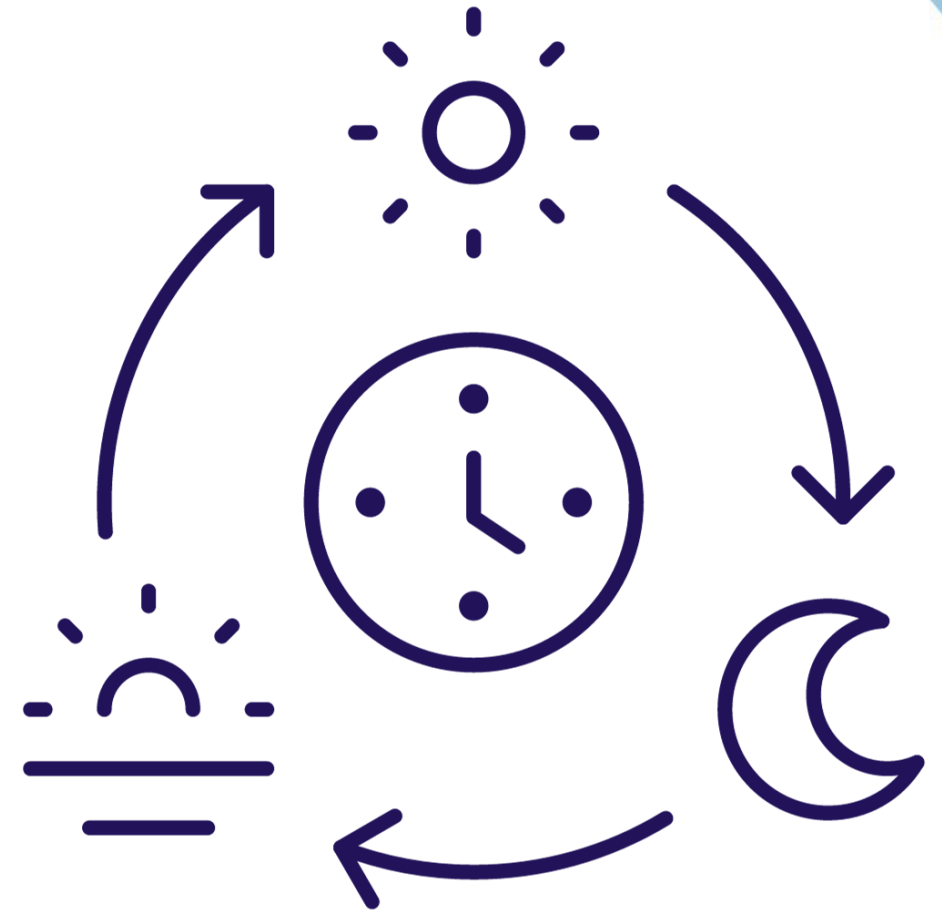
An apple a day keeps the doctor away...

Discussion 1a.

Getting into a routine...

Do you have a set morning routine?

Write your answer in the chat...



Discussion 1b.

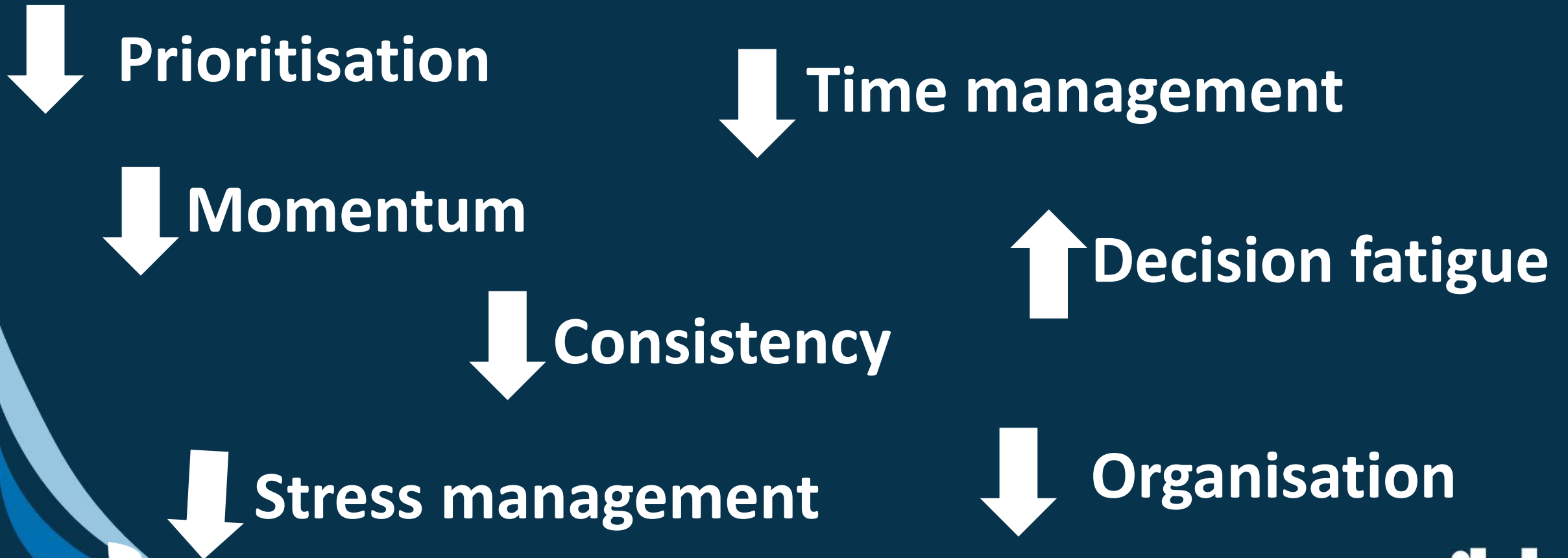
Getting into a routine...

Have you ever had a set morning routine?

Write your answer in the chat...



Lack of routine is a barrier to productivity...



The importance of routine...

- A routine is followed after habits are formed.

HABITS

REPEATED



ROUTINE

Habits...



Habits...

43%

What bad habits do you have that can/have become a routine?

Type answer in chat

Habits and Routines

- Q – are they the same?
- Habits are associated with a ‘cue’.
- A routine is not dependent on a ‘cue’.

Forming routines from habits

Q - How long does it take?

6 – 12 weeks

How to turn a habit into a routine

**REPETITION,
REPETITION,
REPETITION...**

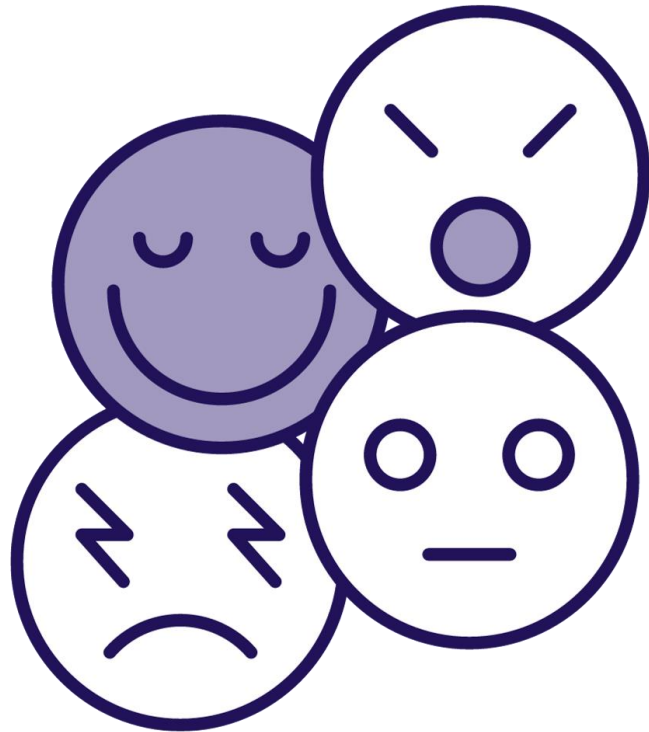
Adherence Issues

- Q – what do you do when you forget to stick to a habit/routine?

Routines – General Population

- **SHOULD NOT** require conscious effort or thought.
- Developing and adhering to a routine helps people structure their day and reduce decision making.

Q – which form of decision making are we worse at?



Routine = less decision making = less barriers to productivity

Routines – Key Steps

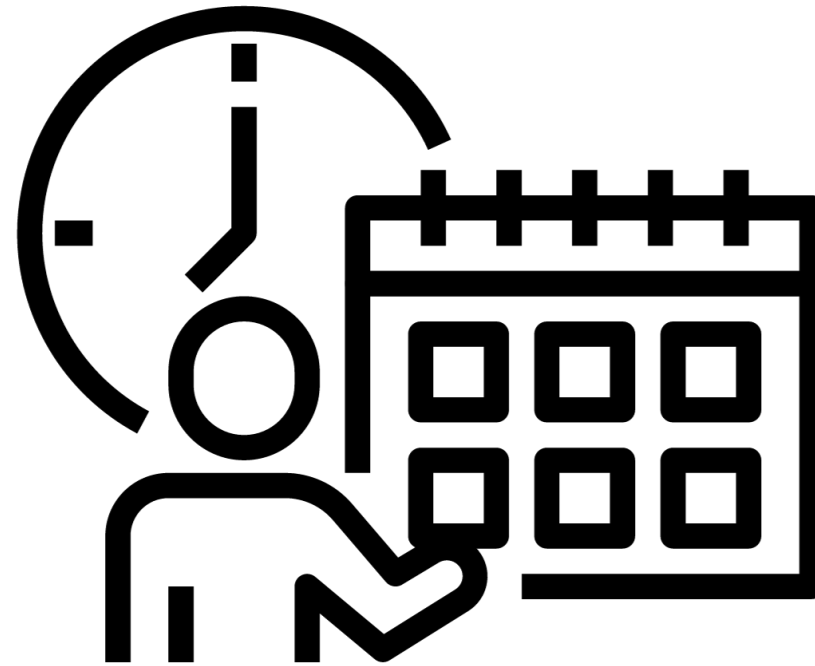
1. Behavioural Shaping.
2. Consistency and Context.
3. Behavioural Chains.
4. Self-Monitoring and Feedback:.
5. Motivation and Attitudes.
6. Extinction and Relapse.

Time for a break...



Discussion 2.

How does ADHD interfere with routines?



Remember...

**ADHD is a PERFORMANCE
issue, not an ABILITY issue...**

Why do we REALLY need routine?

- Reduced Structure and Organization
- Increased Decision Fatigue.
- Difficulty in Habit Formation.
- Impaired Time Management.
- Decreased Motivation and Momentum.
- Increased Stress and Anxiety.
- Poorer Sleep Patterns.
- Inconsistent Work Quality.
- Difficulty in Prioritising.
- Reduced Adaptability.

Routines – Key Steps

1. Natural Share
- 2.
3. Be
4. Self Feedback:.
- 5.
6. and

Routines and ADHD

- Routine is both necessary and a prison for ADHD
- Why they fail
 1. They become boring.
 2. They are too rigid.
 3. Overwhelm.
 4. Motivation.
 5. Distractions.
 6. We just 'forget'.
 7. Executive dysfunction.

1. Boredom

- We require 'novelty'...
- Routine is by definition, boring.
- Even established routines will one day stop being rewarding...



DOPAMINE

2. Rigidity

- Rigidity requires

Sticking to the plan...

Time management

Task transitioning.



3. Overwhelm

- Routine creates pressure and anxiety...



4. Motivation

- Even writing a routine requires motivation...

Q – how motivated are you RIGHT NOW to write a morning routine down?

5. Distractions



5. We forget...

**ADHD is lacking an
'internal PA'**

6. Executive Dysfunction



Time for another break...



How to build a routine...

First things first....

**We are not just talking
about 'work'**

Second things second....

**Routines come from
habits**

Third things third....

Start with what's not
working

1. Start small

- Begin with small, manageable tasks to avoid feeling overwhelmed.
- Try to establish ONE or TWO simple elements of routine at a time...

Q – what could your first habit/routine be?

2. Be realistic



NOT



3. Use visual aids

Q – how can you remind yourself of your routine?

DAILY ROUTINE

MORNING

NIGHT

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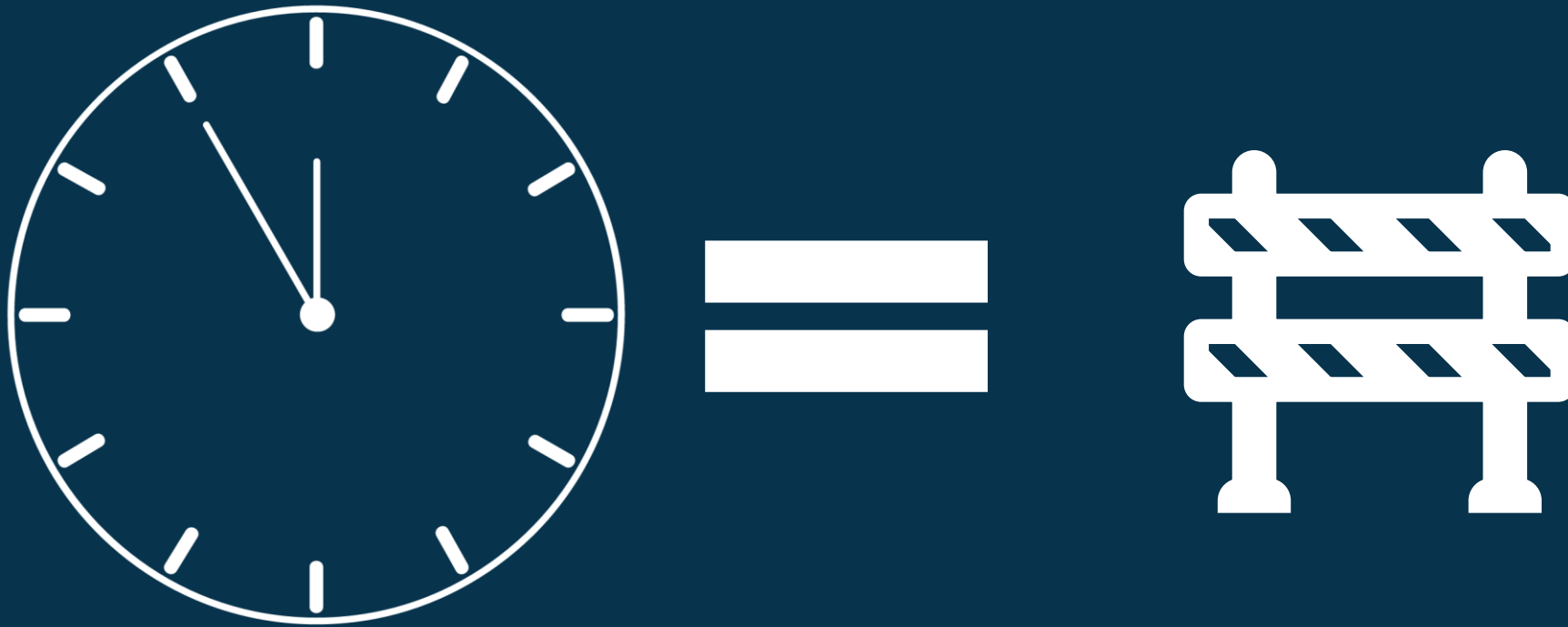
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4. Don't be too rigid...



5. Use Technology

- **Belt and braces approach**

Timers

Alarms

Reminders

Announcements

6. External accountability and gamification

- The 'morning briefing'.
- Apps such as 'Streaks', 'Habitica', 'Habitify', 'Habit Now' or even stickers.
- Use 'Future You'...

7. Regular review and adjustment

- Take stock as a weekly/monthly reflection

8. Make sleep your priority.



Week 5 Summary

- **Lack of routine is a barrier to productivity.**
- **Routines are formed from habits.**
- **Routine is needed but also rejected by ADHD brains.**
- **The executive dysfunction of ADHD makes it harder to design or stick to routines.**
- **Use your toolbox of options to start small!**
- **Make sleep your priority.**

Non-compulsory “Homework”

- 1. List the things that cause you stress and their consequences,**
- 2. Self-test: test your knowledge from Week 5**

Link to Preparation for Week 6



Week 5 Self-Test



Last Session (Week 6) December 4th, 2023

Stress and Burnout