

50 TIPS ON THE MANAGEMENT OF ADULT ADD

The following suggestions represent many of the possible strategies that an adult ADD sufferer may benefit from.

In reading them you may recognise some you already do, or some you have tried and discarded.

Use the space for notes to make comments for your own information, and to look back on at a later date.

Please add any other tips that you think of, that have not been included in the list below. (If you're really enthusiastic feel free to e-mail them back to the address in the footer of this document).

Remember, if you're having trouble making progress, talk to your coach!

INSIGHT AND EDUCATION

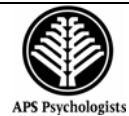
TIPS	YOUR NOTES
1. Be sure of the diagnosis	
2. Educate yourself	
3. Find a coach	
4. Encourage	
5. Realise what ADD is not (eg conflict with the mother, unconscious fear of success, passive-aggressive personality etc)	
6. Educate and involve others (partners, children, employers etc)	
7. Give up guilt about high-stimulus-	

seeking behaviour	
8. Listen to feedback from trusted others	
9. Consider joining or starting a support group	
10. Try to get rid of old, learned negativity	
11. Don't feel chained to conventional careers and conventional ways of doing things	
12. Remember that what you have is biological - not a weakness in your	

character or a personal failing of some sort	
13. Try to help others with ADD	

PERFORMANCE MANAGEMENT

<p>14. Use external structure</p> <ul style="list-style-type: none"> a. Lists b. Notes to self c. Colour coding d. Rituals e. Reminders f. Files 	
<p>15. Use pizzazz - make the organisation of your environment stimulating</p>	
<p>16. OHIO - ONLY HANDLE IT ONCE when it comes to paperwork</p>	



17. Set up your environment to reward you, not deflate you	
18. Acknowledge and anticipate the inevitable failure of X% of projects, relationships, or other obligations	
19. Embrace challenges	
20. Make deadlines	
21. Break down big tasks into smaller ones	

22. Prioritise, avoid procrastination	
23. Accept the fear of things going too well	
24. Notice how and where you work your best	
25. Know that it is OK to do 2 things at once	

26. Do what you're good at	
27. Leave time between engagements to gather your thoughts	
28. Keep notebooks handy	

<p>29. Read with a pen in hand</p> <ul style="list-style-type: none">a. To make notesb. To jot down other unrelated ideas that will intrude while you read	
<p>30. Structure "blow-out" time, time to do whatever you like</p>	
<p>31. Recharge your batteries</p>	
<p>32. Choose helpful addictions like exercise</p>	

<p>33. Understand mood changes and how to handle them</p>	
<p>34. Be aware of the following cycle</p> <ul style="list-style-type: none"> a. Something startles you, or upsets your psychological balance b. The "startle" is followed by a mini panic, where you get things out of perspective c. You try to deal with the panic by falling into excessive rumination 	
<p>35. Learn how to label your feelings</p>	

36. Expect depression after success	
37. Learn symbols, slogans, sayings and short-hand ways of labelling quickly and putting into perspective slip-ups, mistakes and mood-swings	
38. Use "time-out" to get away and calm down when you're overstimulated	
39. Learn how to advocate for yourself without becoming defensive.	

40. Avoid premature closure of a project, a conflict, a deal, or conversation.	
41. Try to find ways to linger in the successful times you have, and to remember them afterwards.	
42. Remember ADD often includes a tendency to over-focus or hyper-focus, so try to use that constructively.	
43. Exercise vigorously and regularly	

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INTERPERSONAL LIFE

<p>44. Be particularly careful in your choice of partner</p>	
<p>45. Learn to joke with yourself and others about various symptoms. This will help ensure that others forget failings more quickly.</p>	
<p>46. Schedule activities with friends to ensure that you stay connected to friends.</p>	
<p>47. Find and join groups where you are liked, appreciated, understood and enjoyed.</p>	

48. Avoid groups where you are not understood or appreciated.	
49. Pay compliments	
50. Set social deadlines	

EXTRACTED FROM

HALLOWELL, E.M. in A comprehensive guide to Attention Deficit Disorder in Adults:
Research Diagnosis and Treatment. Nadeau, K.G. Ed. (1995) Brunner Mazel
Publishers New York, NY.

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