



Living life easier is good for all of us, ADHD-minded or not. You do not have to have Attention Deficit Hyperactivity Disorder (ADHD) to use what is shared here in the ADHD uPLifted Series to improve your quality of life. Do you want to find ways to work with your brainpower? Then you are in the right place. The ADHD uPLifted Series is a monthly publication written by me, Coach Cindy to offer you tested ways to lift up your chin and find your strengths from within. Attention Deficit Hyperactivity Disorder is a different ability in mastering life. Whether you are diagnosed with ADHD, think you have ADHD, or just need ways to live easier than this is the place for you. Inside you will find inspiration packed full of helpful tools, tips, strategies, and fast facts to try out. I hope you find this information value-added.

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ClutterBug Podcast



*M3 Prompted* 

**It's time to do some perspective work. To get clear on how to get your stuff done you might need to look at it from a different vantage point. Try these prompts to see if you can't going.**

***What would success look like?  
What are your options? What else can you try?***



## **About Coach Cindy**

Thank you for joining me. My name is Cynthia North, but people know me as Cindy. I am ACC Certified Life Coach with the ICF as a Certified ADHD Life Coach (CALC) and a trained PQ Coach™ member with Positive Intelligence® devoted to partnering with clients to create self-success within ADHD and living life. I work with all ages having a special interest in how the brain affects the outcome. I help ADHDers and stuck people move from crippled in doubt to capable with clarity. I have expanded to offer personalized Mental Fitness Coaching through Shirzad Chamine's Positive Intelligence® Program. New possibilities bloom with deeper self-awareness and through the strength in your mental fitness. I have an innate desire to empower others no matter what difficulties they face with or without ADHD. I believe everyone is worthy of stepping forward *out of stuck*.

ADHD has touched me personally and professionally.

I know first-hand how ADHD symptoms and behavior can wreak havoc on family dynamics, school, and work success. I chose to become a Certified ADHD Life Coach as well as a member of Positive Intelligence® as a PQ Coach™ because I want others to discover their greatness within ADHD strengths while working with their executive functioning challenges through a positive mindset. I am where I am today because of my two dynamic ADHD children. They both teach me and open my mind to more each day. Their needs were beyond a hug, discipline, structure, or praise. So I sought professional help, ultimately finding a trained ADHD Life Coach. And here I am serving people who want different and deserve ease and flow.

Life experiences have made way for opportunity. I am on a journey to slay stigmas surrounding brain differences. Finding a Life Coach to empower my child led me to become a Certified ADHD Life Coach myself to serve others past their stuck ways and ADHD stigmas. Choosing to strengthen your inner-self is where Empower M3 starts. The work is an inside job where your "M3" begins. Connecting your heart and brain with a Coach creates empowerment opportunities. EmpowerM3 - is where the 3 connect to take flight.



*There is a more extraordinary tomorrow when the discovery starts today.*



## Manage Your Radar to Get Stuff Done

Written By: Cynthia North, CALC, ACC  
August 1, 2022

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The number one complaint I hear from my clients is that they cannot get stuff done. Not even the stuff they want to do or know they should do. Everything keeps piling on. They are overwhelmed and stressed. This is no way to live. Struggling with getting stuff done happens to everyone. Still, the intensity is much greater for people with Attention Deficit Hyperactivity Disorder (ADHD). Often, they are in hot water with someone and likely frustrated with themselves. So when this topic arises, we dive in together to find out what they really need.

Whether you are dealing with learned procrastination habits, hyper-focus, task-switching difficulties, perfectionism paralysis, lack of structure, avoidance, or something deeper, you can find a better way. Getting stuff done is what the human brain does. The brain isn't choosy. It is doing what it knows. Some of what we do even becomes automatic in the form of habits. How often are you scrolling mindlessly through social media? Did you mean to do it, or are you avoiding what you really need to do? How can you move from lackluster to motivated? Is motivation really the linchpin to your success? Or is there another way?

## Is this You?

I hear so often, "I just can't get motivated." Or, "I'm waiting to feel motivated." Waiting to feel motivated. When will that happen? Suppose you don't do it when you think of it. In that case, you will likely never do it, or it will just stay on your never-ending "thought about it" list. Understanding your thinking and knowing your systems will tell you a lot. What is blipping on your radar screen? How do you approach your "stuff"?

Getting stuff done is a learned skill and requires your brain power. This ADHD uPLifted Series is devoted to understanding what is behind the idea of getting stuff done so you can move towards solutions that work for you. So let's get started... no pun intended.

## Understanding Motivation



Motivation comes in two forms. Intrinsic motivation is motivation from the inside. It's personal and from within. It could be where that "feeling" word comes from when clients tell me they are not feeling motivated. Intrinsic motivation occurs when you naturally feel a desire to pursue something without outside forces. A sense of pride in a job well done when only you care about the job.

Extrinsic motivation comes from external resources and can be positive through rewards or negative through punishments. Report cards are a form of extrinsic motivation. A trophy won after a soccer tournament or a pay-raise after landing a new account. Society functions around extrinsic motivation to push for performance.

### Journal Prompt



How often do you find yourself doing what you must do for intrinsic reasons, or are you purely driven extrinsically?

***"You can look for external sources of motivation and that can catalyze a change, but it won't sustain one. It has to be from an internal desire."***

***—Jillian Michaels***

(Sweatt, 2016)





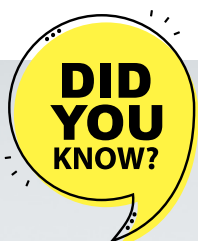
## Getting Stuff Done is Really a Thinking Thing!

Your brain does what it thinks. It's like a radar screen. Attention is given to what falls on your radar. How you are approaching what you need to do is what matters first. Motivation is created by what you think. It makes sense that we might stall out, considering the average human brain has about 30,000 thoughts daily. When it comes to thinking, ADHDers often complain of having uncontrollable racing thoughts, losing their train of thought, jumping from one unrelated thought to another, and more. Finding solutions to slowing down enough to shift gears from spinning wheels and into forward movement is vital. So, what is really going on upstairs?

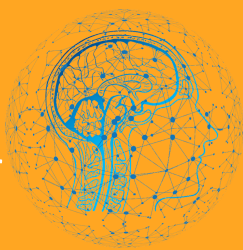
### ADHD and Executive Functioning

Understanding ADHD and its relationship with Executive Functioning is essential for ADHD individuals and those connected to them. Executive Function starts in the brain. In 2005, Thomas Brown introduced The Brown Model in his book, Attention Deficit Disorder: The Unfocused Mind in Children and Adults.

Brown states, "The phenomenon of "can do it here, but not most anyplace else" makes it appear that ADHD is a simple problem of lacking willpower; it isn't. These impairments of executive functions are usually due to inherited problems in the chemistry of the brain's management system" (The Brown Model of ADD/ADHD | Brown ADHD Clinic | United States, 2015).



Up to **90 percent** of kids with ADHD struggle with executive dysfunction, which impairs goal-directed behavior. (Rodden, 2017)

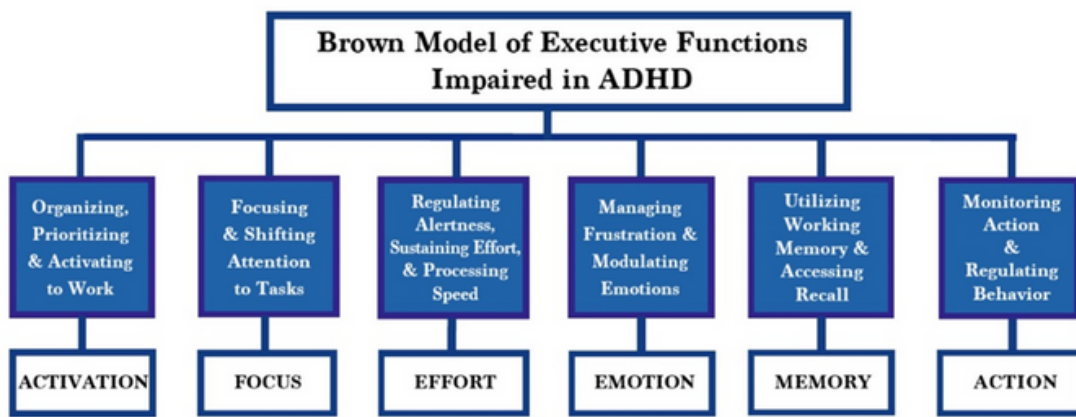


“Some people with ADHD don't manifest significant impairments until they experience the stresses of adulthood when they encounter increased challenges to their EF abilities.”

-Thomas Brown

(Smart but Stuck Quotes by Thomas E. Brown, 2013)

### The Brown Model breaks executive functioning (EF) into six key areas.



(The Brown Model of ADD/ADHD | Brown ADHD Clinic | United States, 2015)



EF begins forming as early as age three and continues to develop into our mid-twenties. Doctors believe EF skills for ADHD individuals may lag that of their peers by 30-40% (L, 2021). Successfully carrying out tasks requires these six

areas to be interlinked and functioning. Most of the time, we aren't aware we are using our executive functioning skills to make it through our days. Often, they are working rapidly and behind the scenes. It is not until they aren't working that we take notice. EF deficits can be caused by varying factors. For those with ADHD, there is an imbalance in the brain chemicals necessary for executive functions to operate properly.

### What Do You Know

### Self-Assessment

Do you know what motivates you? If you want to know more about yourself try taking this free self-motivation quiz. To read more about the 9 Types of Self-Motivation measured in this 5-minute quiz click [here](#).

(Richard, 2011)

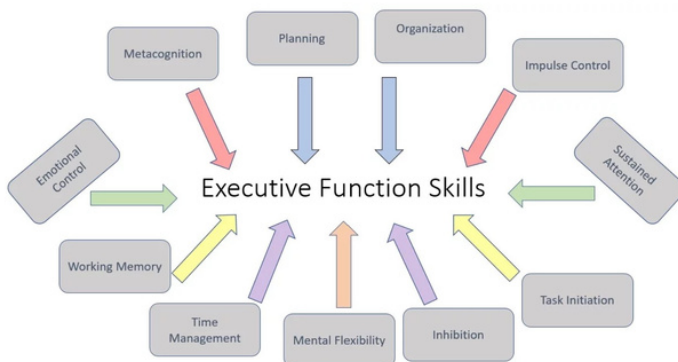
[CLICK HERE](#)



The domino effect begins at the chemical level. ADHD is a brain-based challenge. On-going challenges arise when EF skills are not engaged. One faulty skill can alter the success of others. For some, ADHD medication is utilized to help balance the brain chemicals required for EF skills to engage correctly.

This brings up the common question parents ask next, "If my child is having problems with executive functioning skills, can't we fix the problem by teaching the skills?" The answer is yes. However, this is not a quick tutoring session. Developing strong EF skills takes time. Finding the best-fit strategies and systems that work for their brain can take trial and error. Once strategies and systems are implemented, it takes repetition to form habits. Finding solutions is possible.

### Executive Functions for Learning



Executive functioning skills are skills that we need in order to plan, organize, manage our time, and control our emotions.

(Brain Hacks | Website, 2015)



Do you feel like your brain is failing you? Try these fun ways to get your brain free flowing again. All you need is a deck of cards. A quick internet search and you can find your preferred way of learning, either by video or written instruction, for any one of these 20 card games.



- Solitaire (1 Player)
- Speed (2 players)
- War (2 players)
- Spit (2 Players)
- Trash (2 Players)
- Kings in the Corner (2-4 Players)
- Go Fish (2-5 Players)
- Crazy 8's (2-7 Players)
- Slapjack (2-8 Players)
- Rummy (2+ players)
- Texas Hold 'em (2-12 Players)
- Screw Your Neighbor (3+ Players)
- Hearts (3-6 Players)
- Golf (3-7 Players)
- Bullshit (3-10 Players)
- Spoons (3-12 Players)
- Assh\*le (4 Players)
- Pinochle (4 Players)
- Blackjack (Up to 7)
- Poker (9 is optimal)



## Stories When Systems Fail



Take Jane's word for it, "I set myself up to fail all the time. Just yesterday, the dress shirt I needed to wear for that important presentation I told you about was in a heaping pile of laundry.

I didn't think about it until I dashed around trying to find it. Somehow, I thought I had cleaned it. Not sure why I made that assumption. I haven't done laundry in weeks. Pulling from the dirty laundry pile had worked before, but this time the shirt I wanted had a coffee stain down the front and was a wrinkled mess. Even if I had time to iron it, I wasn't going to be presentable. I'm ashamed to say I went to my trusted plan B. I rushed out the door in my PJ top and dress slacks. Thankfully, the store had just opened. I grabbed a shirt, paid, and changed in the store's restroom. I was frazzled when I arrived at the office way later than normal. I had no time to prep before walking into the board meeting. The presentation I had worked on for weeks didn't go as I had hoped. I'm such a mess."

Or there is Jeff's story. "My issue is having a kept living space. No one sees it anyway, and not being neat really doesn't bother me. I know where everything is and like it just how it is. That is until I want to bring someone home after a date or my friends want to drop in. The other day my landlord was doing his routine inspection. I was so embarrassed. My sink was full of dirty dishes, I had clothes all over, a pile of mail, and worse, I hadn't even flushed the toilet. I looked like such a pig. I was rushing around ahead of him, trying to hide my pigsty. How can something that doesn't really bother me day-to-day still bother me when it comes to others? Why do I live like this?"

Perhaps you can relate to Ronda. "Once again, I proved my parents right. I got a D- on my mid-term paper. Mrs. Vetuca told me she gave us an outline on the first day of school. I have no clue where that is. I don't think I got one. Even though she told us the grades would be based on following the outline, it still didn't register to follow the outline. What outline? I write papers the night before all the time. My parents are right. I just don't try hard enough. Now, I have to do it again, and I still won't do good enough because I can't get an A. She docks a grade automatically for second submissions. My parents won't be happy no matter what I get now. I hate school."



**Knowing is not enough; we must apply. Willing is not enough; we must do.**

Johann Wolfgang von Goethe

(BrainyQuote, 2022)

## Develop Your Radar System



The long-awaited release of Top Gun Maverick finally hit theaters for Memorial Day. You might recall this familiar scene if you've seen the movie or any military scene with war boats and fighter planes. Sweat-dripped brows intently focused on little blips as they get closer and closer to the

screen's center. Voices rise, and urgency erupts. A radar screen shows what is incoming. Engage! Decisions are made when knowing what is present. So how can you create your own radar system to get stuff done?

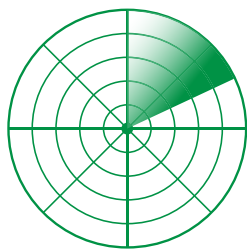
### **Step One: Capture**



Are you someone who keeps a mental note of all you need to do, or have you learned the first step to getting stuff done? You guessed it. Write it down. The act of writing your to-dos down aids working memory, a common struggle with ADHD. You will be much more likely to bring your attention back to what you need to do when you get in the habit of writing down your mental to-do list. This habit aids in memory. By writing thoughts down, you will be more likely to remember them. This is particularly helpful for people who are visual and kinesthetic. Writing repetitive thoughts down can help if you find yourself stuck on the same thinking track. The act of writing closes the mental loop allowing you to think about something else because you are not trying to remember what you want to remember. You have it written down in a place you can find it again. (Tip: Keep your to-do lists in one spot where you know they will always live.) Your to-do list is like the blips on your radar screen.



***Teaching children to develop planning and organization is essential for managing life into the future.***



Now for the trickier issue. What about the stuff that falls off your radar screen? Or never gets there in the first place? You don't pay attention to these things or never grab your attention. Think back to Rhonda and the outline for her paper that she was given on the first day of school. At the time, the teacher's outline didn't seem important or urgent enough to grab Ronda's attention. Like for Ronda, these are often things that do not create urgency for you until there is a bigger consequence.

There isn't a problem until there is a problem. The problem occurs when there is no urgency. The mundane, less exciting tasks fall off your radar until, suddenly, there is an urgency. This is how the habit of procrastination forms. In these scenarios, it wasn't until Jane, Jeff, and Ronda found themselves up Sh&%s Creek without a paddle that they had to take action. Some are more costly than others. Not planning has a cascading effect on how you function in your day. Planning is another key executive function skill essential to getting stuff done. Without planning, you are not adequately prepared for what you must do. Jane, Jeff, and Ronda were not exercising foresight or predicting future needs. Their radar was not detecting their future needs.



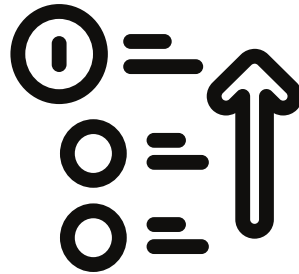
### **Self-Awareness Self-Check:**

What do others see that you do not? Write down the things you are routinely nagged about or that nag at you. What do you need and want to get on top of? Needing and wanting are key. First, you must know what you need and then want to do something about it for a different outcome in the future.





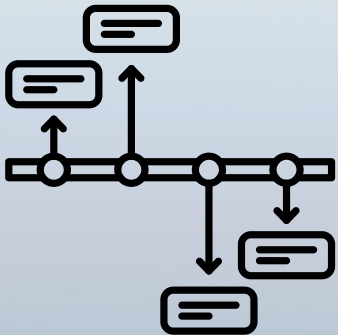
“Intelligence, imagination, and knowledge are essential resources, but only effectiveness converts them into results.”  
(The Effective Executive Quotes by Peter F. Drucker, 2022)



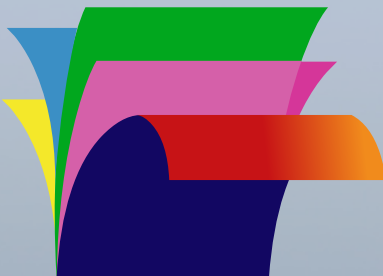
## Step 2 Manage

Manage it by prioritizing your list. Develop a habit of using your list to help you sort and prioritize what needs to be done. Being able to see what needs to be done gives it precedence

### Tricks of the Trade



**A Timeline List-** Establish a due date. Does your task have an external due date? If so, establish a due date and write it down on a timeline. Using a timeline, you can then work your way backward to the present moment to discover actionable steps you can take to complete the task on time. This works well for tasks you need or want to get done with a defined due date.



**Schedules by day/week/month-** Plot what you must do into a routine schedule broken down by day, week, or month. Color coding days of the week/month can be helpful for visual people. Organizing what has to be completed will support your ability to activate.





### Step 3: Execute

Like Maverick, you can get in a position to take out your target. For you, your target is getting your stuff done. Using a to-do list with identified priorities, you can select what you will take one small action on. The key is to make your actions doable by keeping them small. Often overwhelm will set in when the task is too big. You will build momentum and increase your chances for follow-through by taking small actions.

### Tricks of the Trade

Starting at the due date, chunk the task into manageable sections backward to your start point.



Before following these three steps, you must **pause** and **notice** what you really need and want. Defining your need and want is crucial to moving past getting stuck. You are like a fighter plane tethered to the deck without defined needs and wants. Rev your engines and signal to yourself that you are ready to take-off. You can develop your radar system and battle your ADHD symptoms. Using strategic systems and habits, you will fly free before long. You have the power you need.

 *Coach Cindy*



# "All stress is Saboteur generated."

-- Shirzad Chamine, 2012)

## TAKE SELF-COMMAND

ADHD is a lifelong condition and requires awareness. How can you forgive yourself when your symptoms get in the way? How can you be patient when the results are not coming as fast as you want? Practicing mindfulness to get a handle on your self-talk improves self-confidence, relationships and offers space to move towards your needs and wants.



EmpowerM3 has launched **"The Saboteur Shifter's" Mastermind Groups** to collectively shift from the Saboteur mindset using the mental fitness program Positive Intelligence® (PQ). Through the work of a mastermind group, you will share insights and growth through the compassionate support of Coach Cindy. The work of Shirzad Chamine offered in the 6-week-long Mental Fitness program strengthens the ability to self-command your mind and body. You can have control, quality living, ease, and flow in your day.

***Now forming Saboteur Shifters. It is not too late to secure your spot.***

***Limit to 4 per group***

***Text [SabShifterMastermind] to Coach Cindy at (859)455-6156.***

***Prefer to go alone? Individual PQ Coaching is available.***

### What are PQ Clients Saying

*"For the first time I can get to a clear place to think." "I'm finally focused on myself and can regain control of my runaway thoughts." "My PQ work gives me the pause I need when everything seems like it is falling apart around me. I can see my life with a calmer mind."*



**Pacer Pedometer & Step Tracker**  
**Walking, Weight Loss & Health**  
**Pacer Health, Inc**

- #97 in Health & Fitness
- 4.9 · 168.8K Ratings

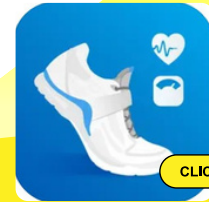
Free / Offers In-App Purchases up to \$49.99/yr

Get active, lose weight, and feel great! Track your steps 24/7 with just your phone using Pacer's simple interface. Beat your goals and get fit today!

Pacer is like having a walking buddy and health coach in one app. You can track all your activities in one beautifully intuitive interface.

(Pacer: Pedometer & Fitness App - Simple Fitness and Weight Loss, 2022) (Health, 2013)

**SPOTLIGHT**



CLICK HERE



**GET MOVING TO GET MOTIVATED**

Guess what, if you want to get stuff done start by getting your body moving. Movement increases oxygen and perks up your brain. If you find yourself slumped into your couch and you are saying, "I should x-y-z" it is time to get moving. Movement will kickstart your "getter-done" mentality. Yes, you feel tired. Yes, you will avoid the long to-do list. Yes, you will find starting overwhelming. So what will you do about it so you can get your stuff done? You know you want to.

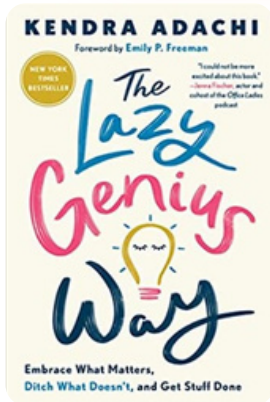
If "exercise" is a tabo word choose a different word. Let's call it movement. What movement can you add when you don't want to do "it?" Your body will rise up when you ask it to get going. With the brain activate through movement you can now get started.

Movement can help you tackle the things you want to get done. Forbes magazine highlighted how movement was good for the brain in its article, Get Ahead At Work: 5 Ways Movement Can Help Your Performance And Success. It more than good for the brain. It is good for your whole body. Take a few minutes and see what can change when you choose to move. Now, go getter done!

(Lindberg, 2019)

# READERS Corner

*I listened to the audio version and I found myself writing down tip after tip. Kendra's way of writing is easy to listen to. Her idea of living well your way offers space for grace as you pull your strategies together.*



## The Lazy Genius Way: Embrace What Matters, Ditch What Doesn't, and Get Stuff Done

by Kendra Adachi (Author), Emily P. Freeman (Contributor)

Paperback, Hardcover, Audiobook, Kindle

August 17, 2021

4.7 out of 5 stars 3,180 ratings



The book's description on Amazon says, Kendra Adachi, the creator of the Lazy Genius movement, invites you to live well by your own definition and equips you to be a genius about what matters and lazy about what doesn't. Everything from your morning routine to napping without guilt falls into place with Kendra's thirteen Lazy Genius principles, including:

- Decide once
- Start small
- Ask the Magic Question
- Go in the right order
- Schedule rest

Discover a better way to approach your relationships, work, and piles of mail. Be who you are without the complication of everyone else's "shoulds." Do what matters, skip the rest, and be a person again.

(The Lazy Genius Way: Embrace What Matters, Ditch What Doesn't, and Get Stuff Done: Adachi, Kendra, Freeman, Emily P.: 9780525653936: Amazon.com: Books, 2022)

## LISTEN NOW

*"That feeling of excitement is so true for me. Results are a great motivator for me. I love these quick reminders. Tony Robbins, Three step theory of our state, story and strategy is where coaching takes us."*



## How to REALLY Get Motivated and Get Stuff Done!

ClutterBug Podcast - Organize, Clean and Transform your Home



In this podcast, I share some easy tips for daily motivation, inspiration and achieving your goals! Whether your goal is a clean house, an organized home, more money or a healthier lifestyle, the steps to achieving your dream are the same. Change your STATE, STORY and STRATEGY with today's podcast!  
(Clutterbug, 2022)



# An ADHD uPLifted Takeaway



Developing executive functioning and a getter-done mindset is necessary for managing ADHD. Putting strategies in place to help weaknesses and doing activities to strengthen the EF only better your quality of life. Creating ease and flow in your day is what your brain is craving. I help clients find shortcuts and loopholes in their lives so their needs are met, and their set intentions realized.

You can master your ADHD brain by becoming keenly aware of yourself, setting systems you can depend on, and being disciplined with your intentions. The brain is a moldable muscle ready for what you choose next. What is on your radar screen? What needs to get there? Where will you choose to take yourself next?





**Resources****READ**

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**BOOK**

- The Lazy Genius Way: Embrace What Matters, Ditch What Doesn't, and Get Stuff Done: Adachi, Kendra, Freeman, Emily P.: 9780525653936: Amazon.com: Books. (2022). Amazon.com. [https://www.amazon.com/Lazy-Genius-Way-Embrace-Matters/dp/0525653937/ref=tmm\\_pap\\_swatch\\_0?\\_encoding=UTF8&qid=1658846308&sr=8-1](https://www.amazon.com/Lazy-Genius-Way-Embrace-Matters/dp/0525653937/ref=tmm_pap_swatch_0?_encoding=UTF8&qid=1658846308&sr=8-1)

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**Resources Continued**

**IMAGES**

- Photo of Coach Cindy North photographed by and provided by EmpowerM3 LLC
- The Brown Model of ADD/ADHD | Brown ADHD Clinic | United States. (2015). Brown ADHD Clinic. <https://www.browнадhdclinic.com/the-brown-model-of-add-adhd>
- Brain Hacks | website. (2015). Website. <https://www.mylearnable.com/executive-functioning>
- Created in Canva- all other images provided by Canva Pro



# My Notes



## **Disclaimer:**

The ADHD uPLifted Series is not provided to diagnose or treat Attention Deficit Hyperactivity Disorder. The information included in each ADHD uPLifted Series is offered with the intention of being value-added to the ADHD community and to those who are invested in brain health. This publication is created to start the conversation. This is not a sole source of available information nor intended to be considered so. I am not affiliated with any product suggested in this publication nor do I receive any compensation from the associated businesses or products. Please consult with your medical professionals only using this information as you see fit.