

# ADHD uPLifted CHANGE & DECISION

By Cynthia North, Certified ADHD Life Coach

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.

## In This Issue- "Change - Decision"

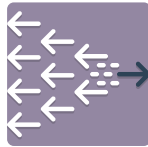
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## 1. FAST FACT

### DAILY DECISIONS- WHO KNEW

Research has shown an adult makes about **35,000** remotely conscious decisions each day. [Whereas a child makes about **3,000**.] (Sahakian & Labuzetta, 2013). **226.7** decisions are on food choice alone. (Dr. Joel Hoomans, 2015) I think it is fair to say an ADHD mind may drastically differ.



*"Not making a decision is actually a decision.  
It's the decision to stay the same."  
— Lysa TerKeurst*

2.



Do you like to be told what to do? If you are like me, more often than not, you want to do what you want to do and how you want to do it. Parents, you know this all too well when you hit a reinforced brick wall with your son or daughter. If you are a boss, you know how hard it can be to get everyone on the same page. But, taking charge of oneself is natural and a part of maturation. Our kids want to be in control. We want to be in control. Your partner or spouse wants to be in control. Your boss wants to be in control. That's a lot of control seeking! But, who is making the decisions?

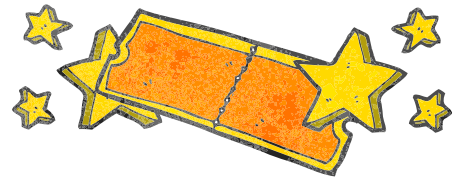
What happens when you are not in control, or you struggle to make a decision? How can you help someone who lacks proper decision-making skills? In the [ADHD uPLifted Series- Highlighting Executive Function](#), I went into great detail about how the brain works and where the difficulties creep in for those who have Attention Deficit Hyperactivity Disorder (ADHD). Decision-making requires executive functioning skills. When breaking down the steps of making a decision, you have to activate, focus, apply effort, check emotions, use memory and take action. There is yet to be a consensus of how many executive functions the brain is responsible for, but it is safe to say at minimum these six suggested by [Thomas Brown](#) are involved in decision making. Whether you are diagnosed with ADHD or not, efficient executive functioning is crucial in making sound decisions. Executive functioning weaknesses are seen in people with ADHD but also in people with temporary causes from sleep deprivation, stress, malnutrition, severe pain, distracting environments, drug and/or alcohol use, or boredom (0, 2019). We often ignore the role of sleep, nutrition, and exercise in our ability to think clearly and carry out our intentions.





**Coach Hint: If you struggle to make decisions, this may be the first area to check in on. How are your sleep, nutrition, and exercise habits? 😊**

Often, clients come to Life Coaching searching for answers- Just tell me my way! They've tried counseling, tutors, self-help books, and maybe medication, but still need something more. I went down that same road. It was long, extremely challenging, and emotionally taxing on so many levels. I was that parent on a last-ditch effort partnering with a Life Coach for my Sugar Plum Fairy. I get it! Parents enlist help for their child seeking a fix. But, Life Coaching is not a fix. Life Coaching is a process with immense growth potential. I've seen that in my daughter, who has her own Life Coach she works with each week. Her successes are hers, not mine, and not her Coaches. However, without her Coach, she would not be where she is in her "self" as she is. Life Coaching was her magic sauce. Those suffering from executive functioning weaknesses or deficits have become so used to being told what they are not or what they need to be more of that they want someone to just make it all easier- to give them the golden answer to all their problems. Parents plead for this knowing their child can't hear it from them. Guess what, easier comes from knowing what works for yourself. I wish I were a fairy godmother with a flick of my wand to give out the perfect answer. Maybe, in fact, I am.



A Life Coach listens and hears with curiosity. Powerful questions help clients find their depths of being. Within themselves, they can access their own answers. Control is best created when you know yourself. As a Coach, I act as a navigator guiding clients in their decision-making process. Maybe I'm acting as the fairy with the eagle eye view from above. Reminds me of Peter Pan's flyovers to Never Neverland. Looking from afar helps you gain perspective. Coaching keys into what is serving you. Do as I say, not as I do, is a saying most parents could spend some time reflecting on. How are you showing up in your relationship with your child or your partner/spouse? If they followed in your footsteps, how would they behave? Sometimes the cold hard truth is looking deeper within yourself at what you are bringing to the table. What you see maybe what needs the most attention. If you are like me, it isn't always pretty or publishable to FaceBook. But, how do you come back? Can you apologize and take ownership of your contribution. Parenting is not perfect. You are not perfect. And that is ok. Accept yourself but know you can change. It's what you do next that matters. This is the same with any interaction; boss--employee, spouse--spouse, parent--child.

Coaching clients are offered space to discover who they are. Decisions are best made when you know yourself. Your “self” is made up of values, likes—dislikes, interests, strengths, weaknesses, and attributes. (0, 2020) What is innately within you can become discovered and brought to the surface.

Within this discovery comes the ability to follow one’s strengths to bolster their weakness. Sure, there are different tips, tools, strategies, and techniques, but finding what works for you is the only way to live life easier. Work smarter, not harder. Making decisions first requires the ability to know you need or want to do something. Allowing space for this to be self-directed rather than pushed upon will create long-lasting success. Continue reading for are a few strategies that may help you in your decision-making process. You can choose the wind in your sail. With a Life Coach by your side, you may even find your best self to empower you in your journey. You can make room in your boat for support.



3a.



## Decision Making Tips

*50% of major management decisions fail!*

*U.S. research confirms the difficulty of making good decisions. Even minor improvements in this area can deliver significant returns to an organization. (Ettore, 2020)*

### 7 Tips for Better Decisions

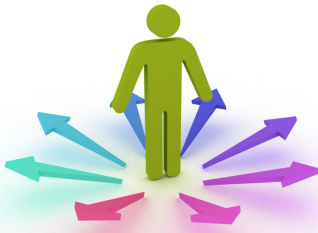
#### **1. Don't make a decision you don't need to make!**

Weigh in. Is this decision needed or needed right now? Know your driving factors. Are you making this decision based on a real need or pressure from outside forces? Identify whose self-interest you are considering. Yours or someone else's? Are you conforming to others, or are you making this decision for yourself? You have to take ownership of your decision. (EF-Activation)

#### **2. What is lurking with opportunity- What can you not see? Identify other options?**

And look for problems you haven't noticed! Take the viewpoint as a devil's advocate and as the angels share. Often our previous success blinds us to the true reason for that success - was it you or the circumstances that created the success? We also tend to shut out information that we don't believe in or the other side of the coin, causing us to miss new opportunities and ignore potential threats. Research both sides of the decision! (EF-Focus/ Memory)





### 3. What decision-making process is appropriate for this choice?

Use the right tool for the job! Yes, there are several decision-making processes you can use in making an informed decision. Formal structured analysis for big, long-term, and well-informed decisions: heuristics ("rules of thumb") in uncertainty and when stakes are low; and intuition ("gut feel") when uncertainty and/or danger are high. (Swami, 2013) (EF-Focus/ Effort)

### 4. Consider more than one alternative- Brainstorm!

Better yet, consider as many alternatives as possible, even the "crazy" ones! Take time when you have it; don't rush your decision. Finally, be as objective as possible, even though emotion can often play a key role in your final decision. (EF-Focus/ Effort/ Emotion)

### 5. Choose the best alternative

Evaluate your choices concurrently, not one at a time. Beware of "pet" ideas, alternatives that worked for you before (ask yourself, were the circumstances the same?), and the voices of other vested interests. Instead, consider the good and bad possible consequences of each alternative. (EF-Activation/ Focus)

### 6. Your actions must be consistent with your analysis and your choice

A well-informed decision needs to be properly implemented if you are to achieve the desired outcomes. Take a "project management" approach and ensure all parties understand and support the decision. The outcome relies on your commitment to follow through on your decision. (EF- Action)



### 7. Reflect - and learn from both good and not so good decisions

Be objective! Consider the results of the decision against your initial objectives and the reasons you selected this alternative. If the results are not as good as you expected, repeat the whole process within the new reality- don't just throw away the lessons you have learned. Find the gift in the failure. (EF-Activation/ Emotion/ Memory)

***Better thought-out decisions offer you a competitive advantage and momentum to follow through!*** (Tips for Better Decisions, 2021)

3b.



# TIP SHEET

## WORK SMARTER NOT HARDER



### For Smoother Transitions



1. Start a ritual- You are more likely to transition smoother by having a process that gets you primed for the work ahead. *For me, I get my coffee, close the door, turn on quiet binaural music, power up my heating pad, and start my essential oil diffuser.*
2. Give yourself a buffer time to switch gears between activities; projects, assignments, leisure vs work, or vacation. This could be 5 minutes between tasks or 15-minutes between work projects or a day between vacation and work.
3. Externalize the process by creating a checklist- don't expect yourself to remember. The checklist could be for what you need to pack for your upcoming trip, what you need in your backpack, your morning habits, or any other multi-step process you do. This helps to free up your working memory by having a checklist. The more you use it the more it shifts towards your long-term memory and becomes reflexive action.
4. Plan ahead. Try the [Ivy Lee's Method](#) by writing down the top 6 things you need to do in priority order for the next day. This can be done at the end of a work session or at the end of the night. This method gives you a clear starting point. When you get back to it, you know exactly what to do and in what order.
5. Count down your allotted time with time warnings rather than ending your session abruptly. This prompts the brain to wrap up with the end nearing. Set a timer in intervals with a warning time that best suits you. For example: Set the timer for 15 minutes with a 5-minute warning and then the timer goes off. DONE! I love using this handy [Time Tracker Mini](#) in my household to smooth transitions between activities. It is both visual and auditory. This has been a game-changer for getting places on time.
6. State What You Need- tell others what your plan is, I'm going to work for this -X- amount of time and I need it to be quiet. Or I need help to remember to use my checklist. Enlist your people.

(Sinfield, 2019)

# TIP SHEET

## WORK SMARTER NOT HARDER



### No Gumby Here- Nope, Not Flexible

Many ADHDer's do not transition well with pop-up surprises or when plans change. Being flexible is not always seamless. Maintaining a routine is wonderful but sometimes life happens and the wheels fall off the bus. Here are a few hints when this happens:

- Provide prep time to adjust to the change. Sometimes taking an extra moment to know a change is up ahead allows the brain the necessary time to process what is next and to shift gears. Transition time is Key.
- Use visualization. Go to a quiet place where you are less likely to be stimulated. With the new plan in your mind visualize yourself doing what the new plan requires. Maybe instead of going to your friend's house, you are now meeting at their friend's house. What will your new plan require from you? Picture yourself in the environment. Gather as much information ahead of time so you can reduce future surprises.
- Decline. Just because you are invited to something last minute does not mean you must accept. Politely say, "thank you, but unfortunately, that does not work for me tonight. I'd like to take a rain check for next week if that could work for you?" This gives you time to plan what you need to show up and enjoy yourself.

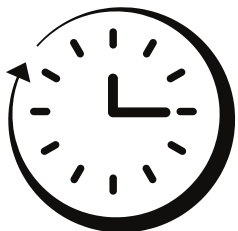


(Sinfield, 2019)



*Change is a process. Not an event.*  
CHERYL JAMES

## Use T.I.M.E. Wisely



**T**ime- How much time will you commit? Set a timer with a warning.

**I**ntention- What will you do during this time period?

**M**ovement- What action will you take to move forward and stay focused?

**E**valuate- When the time is up, did you do what you wanted to?

*"People underestimate their capacity  
for change. There is never a right time  
to do a difficult thing."*

-John Porter

#### 4. **Time Timer**

*ADHD uPLifted App of the Month*

*Apple Store 6.6K Ratings 4.5*

*Google Play Store 363 Ratings 4.1*

*Ages 4+*

*Free*



*Are you looking to change your habits with your time? Time Timer is a fantastic visual way of seeing time pass. For ADHDer's this can be a game-changer.*

What happens when you can see time? Stress-free productivity. Time Timer features an iconic red disk that disappears as the seconds go by to create a fun and easy visual timer. Perfect for school, work, home, or gym, it makes time make sense for everyone. Start improving your time management skills with one simple swipe of your finger. That's all it takes to set the length of your timer; then hit play to start the visual countdown.

*Time Timer is available on **Android and iOS** devices as well as windows. You can also find their devices for purchase on [Amazon](#) or through their website. [Time Timer | All Time Timer products](#) | [Visual Timers + more](#)*



*"I find myself using Time Timer all the time (HAHA) to keep me on track. I first started with the handheld versions when my bug and sugar plum were wee ones. I have come reliant on Time Timer on my phone. It keeps me disciplined in my work and on time for my clients. This free app has been a game-changer for me. Think of what it can do for you to gain awareness of the movement of time." CC*

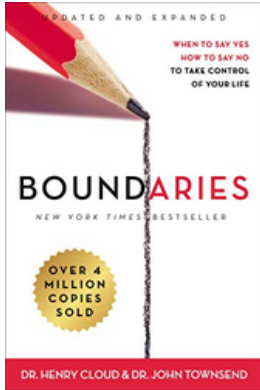
**By changing your thoughts, you really can  
change your outcome.**

-BILLY COX



# 5. READERS

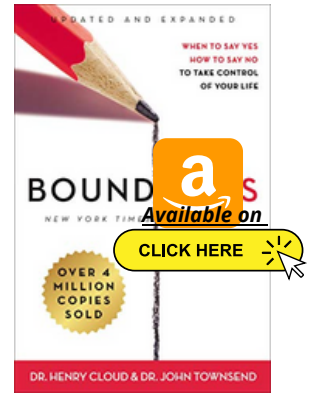
Corner



Boundaries Updated and Expanded Edition: When to Say Yes, How to Say No To Take Control of Your Life

Henry Cloud and John Townsend (Authors)  
4.7 of 5 17,074 Ratings

Does your life feel like it's out of control? Perhaps you feel like you have to say yes to everyone's requests. Maybe you find yourself readily taking responsibility for others' feelings and problems. Or perhaps you focus so much on being loving and unselfish that you've forgotten your own limits and limitations. Or maybe it's all of the above. In the New York Times bestseller, Boundaries, Drs. Henry Cloud and John Townsend help you learn when to say yes and know how to say no in order to take control of your life and set healthy, biblical boundaries with your spouse, children, friends, parents, co-workers, and even yourself.



[Boundaries Updated and Expanded Edition: When to Say Yes, How to Say No To Take Control of Your Life: Cloud, Henry, Townsend, John: Amazon.com: Books](https://www.amazon.com/Boundaries-Updated-Expanded-Edition-When-to-Say-Yes-How-to-Say-No-To-Take-Control-of-Your-Life-Cloud-Henry-Townsend-John/dp/0072506066)



*"This is a go-to book for me. I started with this book over ten years ago and have gone onto reading Boundaries for Kids. Reading the truths stated in Boundaries has helped me correct my strong desire to be a people pleaser. On pg. 185, "The first aspect of taking ownership over one's needs, then, is to identify them. And on pg. 264, Change is frightening. It may comfort you to know, that if you are afraid, you are possibly on the right road-- the road to change and growth." This book is earmarked and well-worn." CC*

# 6. LISTENING TO NOW

*"Excited to try the Forest App during my focus time."*

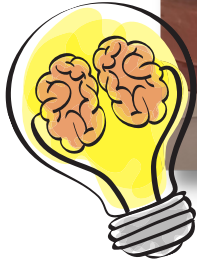


How To Get More Done In LESS Time!  
The Impact Coaching Podcast - Self Development Made Easy!  
James Hackeny, Life Coach



Do you feel like you like tasks take longer than they should and time gets away from you? In this episode, I am going to be helping you to be more intentional with your precious time, get more completed in your life and get more time back to yourself! If you are struggling with time management and tasks running over, this is the podcast for you!

(The Impact Coaching Podcast - Change Your Default Future, 2021)



## About Coach Cindy

Thank you for joining me. My name is Cynthia North. Most people know me as Cindy. I am a Certified ADHD Life Coach devoted to partnering with clients to create self-success within ADHD and in living life. I work with all ages having a special interest in coaching teens, young adults, families, and high-achieving executives. I have an innate desire to empower others no matter what difficulties they face.

ADHD has touched me personally and professionally.

I know first-hand how ADHD symptoms and its' behavior can wreak havoc on family dynamics. I chose to become a trained ADHD Life Coach because I want others to discover the greatness within ADHD strengths while working with their executive functioning challenges. 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. I sought professional help, ultimately finding a Life Coach. And here I am.

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 trained ADHD Life Coach myself so I can serve others past their stuck ways and ADHD stigmas. Choosing to strengthen your inner-self is where Empower Me starts. The work is an inside job where your "me" 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.*

## Resources

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- The Impact Coaching Podcast - Change Your Default Future. (2021, June 16). How To Get More Done In LESS Time! Apple Podcasts. <https://podcasts.apple.com/us/podcast/the-impact-coaching-podcast-self-development-made-easy/id1465299735?i=1000525723288>

*Notes:*

