

# 1 ? EXECUTIVE FUNCTIONING ε 4 SKILLS CHECKLIST

- Does the person take the optimal time to react to and/or comprehend information in their surroundings?
- Does the person have the capacity to comprehend how other things—such as shapes, persons, letters, and words—relate to one another?
- Does the person enjoy and possess the ability to perform mathematical procedures or concepts?
- Can a person read well, clearly, and without making mistakes in pronunciation and sounds?
- Can the person write clearly, accurately, quickly, and with the ability to convey their message?
- Do they have a tendency to pay full attention while being easily distracted, worn out, or bored?
- Can the person keep details in mind while carrying out arduous activities?
- Do they keep track of their own progress and compare it to a minimum requirement or expectation?
- Does the individual have the ability to link different pieces of knowledge and organise them into categories?
- Does a person give thoughts before making a decision or taking action on them?

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- Does the person remember all the knowledge and facts on the required subjects?
- Does the person have control over his feelings before acting out?
- Does a person show structure and organization in their work?
- Do they execute sets of tasks in series as planned?
- Does a person show the ability to prioritize what has to be done first?
- Do the people involved in determining the what, how, and why question themselves?
- Does a person remember to submit work on time?
- Does the person have the skills to adapt to any circumstances and be flexible with them?
- Does the person have one goal and give up all else to achieve it?
- Does the person have the ability to work under high demand, pressure, and the unpredictable nature of events?