

# ***How to be your Most Productive Self***

Sponsored by the Attention Deficit Disorders Association – Southern Region  
(ADDA-SR)

**Saturday, November 4, 2017**

**9:00 am – 12:30 pm**

Hosted by Gateway Academy, doors open at 8:30 for sign in  
**3721 Dacoma Street  
Houston, TX 77092**

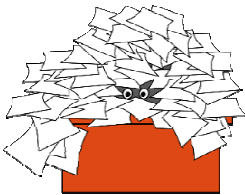


## **Session 1, 9:00-10:00**

### ***Regulating Emotion, Attention, and Productivity through Movement***

**Julie Jones, Ph.D. and Scott Adams, B.A.**

Do you ever wish you could reel back in a not-so-stellar moment in your day? Sometimes emotions and poor attention get in the way of our best self. A great strategy at work, in the home, and at school is to use physical movement to slow down impulsivity and increase positive outcomes. Based on research they have participated in as well as actual experience in coaching others, Scott and Julie will discuss strategies used in various settings to help navigate the brain to regulate emotion, increase attention, and improve productivity.



## **Session 2, 10:15 – 11:15**

### ***How to Create your Most Productive Week***

**Ellen Delap, Professional Organizer**

Are you busy but not productive? Someone who runs his/her week where everything is urgent, you are constantly overwhelmed and you feel under productive? Are you working long hours and not producing the results you want? Learn how to pull yourself out of the hamster wheel and achieve more each day. Certified Professional Organizer Ellen Delap will share tools to be productive and routines to create balance in your work and life.

## **Session 3, 11:30 – 12:30**

### ***Increasing Productive Communication in Workplace Relationships for the Individual with AD/HD***

**Julie Jones, Ph.D. and Jerry Jones, BA, Spouse**



The art of productive communication in the workplace is something everyone can improve upon. This session will explore how to increase productivity through personal communication. Topics like coping skills cheats and whether or not to tell people about an AD/HD diagnosis will be wrapped up with some actual stories from the workplace.

**Cost:** ADDA-SR members \$40 and non-members \$50

Please email us to check if your membership is current.

**Space** is limited, to **Register** visit [www.adda-sr.org](http://www.adda-sr.org)

**Three CEs for Educators, LPCs, LMFTs, Social Workers, Psychologists**

**Speaker Bios are online at** [www.adda-sr.org](http://www.adda-sr.org)

## Objectives

### ***Regulating Emotion, Attention, and Productivity through Movement***

1. Each participant will increase his or her understanding of personal awareness of distress and identify examples of when and why regulation is needed.
2. Participants will be able to discuss practical activities to increase personal regulation with movement.

### ***How to Create your Most Productive Week***

At the end of this session

- Participants will be able to explain the three strategies to make their week more productive. (Weekly planning, Story Based Planning, Day and Time Blocking)
- Participants will be able to analyze and assess digital and paper productivity tools that work best for their personal style. (Planner pad, Bullet journal, Google Calendar, Todoist and other tools)
- Participants will be able to describe a week using productivity strategies that reinforce work life integration.

### ***Increasing Productive Communication in Workplace Relationships for the Individual with AD/HD***

1. Participants will be able to define productive pathways in workplace communication.
2. Participants will be able to discuss coping skills to increase productive communication in the workplace.

