

A decorative graphic on the left side of the slide, consisting of a network of thin, light green lines and small circles, resembling a circuit board or a neural network, extending from the top and bottom edges towards the center.

# EXECUTIVE FUNCTION

## WHAT IT IS AND WHY IT MATTERS

# BEST UNDERSTOOD EXECUTIVE FUNCTIONS

- **Response Inhibition:** Capacity to think before you act
- **Working memory:** Ability to hold information in memory while performing complex tasks; incorporates ability to draw on past learning or experience to apply to current situations
- **Cognitive flexibility:** The ability to revise plans in the face of obstacles, setbacks, new information, or mistakes.

# ADDITIONAL EXECUTIVE SKILLS (1)

- **Emotional control:** The ability to manage emotions to achieve goals, complete tasks, or control and direct behavior
- **Sustained attention:** The capacity to keep paying attention to a situation or task in spite of distractibility, fatigue or boredom
- **Task initiation:** The ability to begin projects without undue procrastination, in an efficient or timely fashion

## ADDITIONAL EXECUTIVE SKILLS (2)

- **Planning/prioritization:** The ability to create a roadmap to reach a goal or to complete a task; making decisions about what's important to focus on
- **Sustained attention:** The capacity to keep paying attention to a situation or task in spite of distractibility, fatigue or boredom
- **Organization:** The ability to create and maintain systems to keep track of information or materials

## ADDITIONAL EXECUTIVE SKILLS (3)

- **Time management:** The capacity to estimate how much time one has, how to allocate it, and how to stay within time limits and deadlines
- **Goal-directed persistence:** The capacity to have a goal, follow through to the completion of the goal, and not be distracted by competing interests
- **Metacognition:** The ability to monitor oneself; ability to ask oneself – how am I doing or how did I do?

# CATEGORIZING EXECUTIVE SKILLS

## Skills Involving Thinking (Cognition)

- Working memory
- Planning/prioritization
- Organization
- Time management
- Metacognition

## Skills Involving Doing (Behavior)

- Response inhibition
- Emotional control
- Sustained attention
- Task initiation
- Goal-directed persistence
- Flexibility



# STRATEGIES FOR BUILDING EXECUTIVE SKILLS

- Coaching
- Scaffolding
- Practice
- Compensatory Strategies
- Modeling
- Incentives