

Ask the Expert Webinar Viewing Guides

Are you interested in creating more engagement and dialogue during your support group meetings? This webinar viewing guide will allow you to use existing webinars from CHADD to help your attendees learn, discuss, and apply information about ADHD to their lives.

The Ask the Expert webinar series hosts leading experts in the field of ADHD to provide information to help support children and adults living with ADHD, their families, educators and healthcare professionals. The webinar series is available as part of the CHADD's National Resource Center (NRC), which is funded by the U.S. Centers for Disease Control and Prevention. Free new webinars are hosted monthly and an archive of past webinars is available on the NRC's YouTube page, Help for ADHD (<http://www.youtube.com/HelpForADHD>).

Each webinar includes a 15-30 minutes presentation followed by audience questions and answers. Using this video viewing guide will allow you to use the expert's presentation to promote discussion and give meeting attendees the opportunity to better apply the tips, tools and resources to their lives.

About the video guides

1. Video background information
2. How to incorporate a webinar into a meeting
3. Coordinator version of the discussion questions
4. Attendee worksheets with discussion questions
5. Video Q & A reference
6. Additional Resources

Video Background Information

Video Title: Getting Organized with ADHD

YouTube Link: <https://youtu.be/X63HD8xYOzg>

Main Audience: Adults with ADHD and parents of children with ADHD

Start Time: 3:02 **End Time:** 24:17

Video Summary

If you have ADHD, then you most likely know it can be a challenge to keep your home or workplace organized. Add in any possible family members, and storage can become chaotic. Professional organizer and author Susan Pinsky has tips to help you get and stay organized, including:

- The best ways to sort and store your belongings
- Setting realistic and manageable organizational goals
- Tools to help you efficiently organize your home and office
- Creating home organizational systems that work for you and your family

About the expert, Susan Pinsky

Susan Pinsky is a professional organizer specializing in those with ADHD and chronic disorganization. She works closely with medical professionals, training physicians on appropriate organizing methodology for those with pathologically based disorganization. Ms. Pinsky is the author of *Organizing Solutions for People with ADHD* and *The Fast and Furious Five Step Organizing Solution*. She is a graduate of Wellesley College and has been a member of the National Association of Professional Organizers since 2004. Ms. Pinsky lectures frequently on organizational issues and has appeared nationally on TV, radio and in print media and was named to the Better Homes and Gardens Panel of Organizing Experts.

How to incorporate the webinar into a meeting

Pre-meeting planning:

1. Review the presentation portion of the video “Getting Organized with ADHD”
2. Review the “Video Q&A reference.” Optional: listen to the responses provided by the presenter
3. Read through the “Discussion Questions for “Getting Organized with ADHD” and become familiar with the “Coordinator version”
4. Print copies of the “Discussion Questions for “Getting Organized with ADHD” attendee version of the guide
5. Print any relevant resources you plan to discuss during your meeting

Day of the meeting:

1. Set up A/V equipment to view the video
2. Open up the video and set it to the start time
3. Pre-pass out or have attendee worksheet available for attendees to pick up as they walk in
4. Follow the “coordinator version: discussion questions”

After the meeting:

1. Send video link via email
2. Send follow-up resources via email

Materials Needed:

- Coordinator version of “Getting Organized with ADHD” video guide
- Copies of attendee version of discussion questions printed out for all attendees
- Laptop, screen, projector, and speakers to show the YouTube video
- Access to YouTube to play the video or the video pre-downloaded and saved
- Additional resources (optional)
- Pens (optional)

Coordinator Version: Discussion Questions

Getting Started

- Give a brief summary of the video and read the short bio of the presenters
- Instruct attendees that you'll be discussing each of the questions on their guide. You'll be pausing the video so they don't have to necessarily write down answers while watching.
- Start the video
- Follow the instructions in the discussion guide to pause the video after each question and prompt attendees to respond

Discussion Question #1 (video time reference 3 to 8:33 min)

Susan has a couple of main ideas about organizing:

Not all organization is **good** organization.

Efficiency must be the primary value in organizing for ADHD

Reduction is the shortest path to efficiency.

Highlighted words are the answers for the fill-in-the-blanks on the attendee worksheet.

- a. What organizational challenges you have at home or at work?
- b. What organizational challenges do your children or spouse have?
- c. Do have any organizing systems that aren't working?

1. **Start** the video and watch up until minute 8:33.
2. **Pause** video at 8:33 min.
3. **Review** the blanks to the statements above.
4. **Give** attendees time to think about their response and if they want to write it down.
5. **Ask** if anyone wants to share their thoughts.

Discussion Question #2 (video time reference 8:33 to 16:15 min)

What multi-step tasks do you struggle with?

List the finishing step for each task you identified.

Is there a way you can simplify the finishing step?

1. **Restart** the video and watch up until minute 16:15.
2. **Pause** video at 16:15 min.
3. **Give** attendees time write down the multi-task struggles and finishing steps.
4. **Ask** if anyone wants to share their ideas for simplifying a finishing step.

Discussion Question #3 (video time reference 16:15 to 19:48 min)

Using the organizational challenges you identified in question one, what are some solutions you could implement?

- a. Challenge you have at home or work
- b. Challenges your children or spouse have

1. **Restart** the video and watch up until minute 19:48.
2. **Pause** video at 19:48 min.
3. **Give** attendees time write down some solutions to their previously identified challenges.
4. **Ask** if anyone wants to share their ideas.

Discussion Question #4 (video time reference 19:48 to 23:43 min)

How can you add structure or routine in your life? Write down 1-2 examples and share with the group.

If you have a small group you could brainstorm solutions all together. To get the discussion started you can use these examples.

Example 1: Keep a shopping and grocery list of items that you DO NOT have and NEED.

Example 2: Set a day for each major home or office activity (i.e., Tuesday is laundry; Wednesday is bill day, etc.).

Example 3: Delegate home tasks to each person in the household (i.e., Mom does the cooking, Dad takes out the trash, daughter cleans the dishes, and son wipes down the table and counter, etc.)

1. **Restart** the video and watch up until minute 23:43.
2. **Pause** the video at 23:43 min.
3. **Give** attendees time to think about their response.
4. **Ask** attendees to partner with someone else, share their struggle and brainstorm solutions.
5. **Ask** if any partner groups want to share their thoughts.

Discussion question #5

- a. What did you focus on, or pay most attention to, today?
- b. What's your clarity or take-away?
- c. What is one realistic action step that you want to take from here?
- d. How can you set yourself up for success with this action?

1. **Give** attendees time to think about all of the wrap-up questions.
2. **Ask** if anyone wants to share their answers to questions "c" and "d".



Discussion Questions for “Getting Organized with ADHD”

1. Susan has a couple of main ideas about organizing:

Not all organization is _____ organization.

_____ must be the primary value in organizing for ADHD

_____ is the shortest path to efficiency.

- a. What organizational challenges you have at home or at work?

- b. What organizational challenges do your children or spouse have?

- c. Do have any organizing systems that aren't working?

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2. What multi-step tasks do you struggle with?

- a. List the finishing step for each task you identified.

- b. Is there a way you can simplify the finishing step?

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3. Using the organizational challenges you identified in question one, what are some solutions you could implement?

- a. Solutions for challenge you have at home or work



b. Solutions for challenges your children or spouse have

4. How can you add structure or routine in your life? Write down 1-2 examples and share with the group.

5. Wrap-up

a. What did you focus on, or pay most attention to, today?

b. What's your clarity or take-away?

c. What is one realistic action step that you want to take from here?

d. How can you set yourself up for success with this action?

Video Q & A Reference

Questions answered by the expert after the end of their presentation.

- 1.** How can a family with ADHD members pare down on items so there are fewer ones? (Time 24:22 – 26:18)
- 2.** Towels always seem to end up on the floor. Any suggestions? (Time 26:18 – 28:38)
- 3.** Title of your book and where to find it? (Time 28:38 – 30:00)
- 4.** Do you have tips for adults who work in an office to help with organizing their space? (Time 30:00-31:22)
- 5.** Do you have any tips on washing dishes when a family does not have a dish washer? (Time 31:22 - 33:26)
- 6.** Where do you start when you've recently moved and have boxes everywhere? (Time 35:07 – 36:28)
- 7.** Do you have any organization tips for adults who are on the road quite frequently for work and may work out of their cars? (Time 36:28 – 39:20)
- 8.** How do you help a high school student who feels most comfortable when they are surrounded by stuff? (Time 39:20 – 41:40)
- 9.** How to encourage organization of a school locker? (Time 41:42 – 42:35)
- 10.** Suggestions for organizing binders at school? (Time 42:36 – 44:11)
- 11.** Do you have any suggestions for apps that are helpful for organization? (Time 44:12 – 46:19)
- 12.** How do you encourage children who share a bedroom to keep the room organized and create a system that works for both of them? (Time 46:22 – 48:15)
- 13.** How do keep a family member's collection organized in your house? (Time 48:18 – 50:37)
- 14.** How to organize notes, such as to-do lists and paperwork? (Time 50:39 – 53:32)
- 15.** How can you schedule your day in order to keep your home organized? (Time 53:33 – 55:50)
- 16.** Where can someone find a professional organizer who focuses on ADHD issues? (Time 59:47 – 1:01:24)

Quick Tip

While you are watching the video, if a participant asks a question that the expert answered in the video you can show that particular question and answer using this reference.

Additional Resources

Susan Pinsky's email address: Organize_you@comcast.net

Organizationally Yours: <https://www.organizationallyyours.com/>

National Association of Professional Organizers (NAPO): <http://www.napo.net/>

National Resource Center on ADHD: A Program of CHADD Resources

Organizing the Home and Office Space Fact Sheet:

<http://www.chadd.org/Portals/0/Content/CHADD/NRC/Factsheets/organizing.pdf>