

## Techniques to Teach Children to Help them put off putting off Schoolwork

1. The knock out technique - the harder and more boring the task, the better it is to do it immediately.
2. The five minute plan - take something you have been putting off doing and work on it for a minimum of five minutes. Once you've worked for five minutes, set a goal for another five minutes, and then another.
3. Switching technique - use the momentum you gain from working on one activity that you enjoy and switch over to another, less attractive activity you've been putting off.
4. Premack procedure - select an activity you really enjoy doing. Do not allow yourself to participate in the activity until you have finished something you've been putting off.
5. Referencing - make a list of all the good things that will happen when you do your work and all the bad things that happen when you do not. Review this list twice daily.
6. Establish a set time - schedule time in advance when you will begin your homework each night.
7. Establish priorities - know which tasks are most important and which are least important.
8. Isolation - remove yourself physically and mentally from all possible distractions when you have a task to complete but do not feel like doing. Close your door, put a 'Do not disturb' sign on it, inform everyone you are not accepting emails, calls or texts and do the task.