

Support self management

Over time, introduce students to a range of tools and approaches to help them organise themselves.

Consistently build them into your learning environment.

- ✓ Use charts, visual calendars, colour coded schedules, visible timers, and cues to increase the predictability of regular activities and transitions.
- ✓ Encourage students to use their mobile devices to schedule alerts and reminders for regular and novel events and task deadlines.
- ✓ Offer stickies to remind students of tasks or what to do next.
- ✓ Teach mnemonics to prompt memory and the retrieval of important concepts or approaches they can use.
- ✓ Model and make available graphic organisers and flow charts to support planning and thinking in all curriculum areas.
- ✓ Break tasks and lengthy assignments into small manageable parts. Schedule workflow using tools such as [Trello](#) to organise what needs to be done and when.
- ✓ Provide options so that students can submit work online.

This information was downloaded/printed from the Ministry of Education's website "Inclusive Education". Except where otherwise noted it is Crown Copyright 2018.

Information on the Inclusive Education website is regularly updated so we recommend you check the website version of this information to ensure it remains current.
