

NO

YES

Teach students idea generation skills such as brainstorming or mind mapping.
Help students break larger assignments into smaller steps or chunk the work and assign due dates for each task.

Does the student keep forgetting to do or hand in their homework?

Does the student consistently lose their work?

NO

YES

YES

NO

Use checklists and calendars.
Prompt the student to write down important dates and tasks throughout the day.

Set up an organizational system with the student (ie. A two folder system – one for assignments and one for completed work).
Practice the system with the student and gradually fade support as appropriate.

Does the student procrastinate or work inefficiently?

YES

NO

Create a work schedule with the student. Have students use kitchen timers to encourage completion in a specified time frame.
Encourage switching tasks rather than giving up when energy dips.
Sandwich hard tasks with easier ones on each side.



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Does the student make careless mistakes or produce sloppy/messy work?

YES

Give constructive, non-judgemental feedback (aim for two positive comments to each negative).
Gamify fixing mistakes (ie. Can you find the 7 misspelled words on this page?).
Discuss mistakes that are due to a lack of understanding (rather than carelessness).
Clarify the expectations and consequences for poor quality work.

NO

Does the student struggle to remain motivated while completing homework?

Convey to students that homework is important and a responsibility that they should take seriously.
Consider an incentive for homework completion.

YES

