

EXECUTIVE SKILLS QUESTIONNAIRE FOR PARENTS

Read each item and then rate how well you think it describes you. Then add the three scores in each section.

Strongly disagree	1
Disagree	2
Tend to disagree	3
Neutral	4
Tend to agree	5
Agree	6
Strongly agree	7

Your score

1. I don't jump to conclusions. _____

2. I think before I speak. _____

3. I don't take action without having all the facts. _____

YOUR TOTAL SCORE: _____

4. I have a good memory for facts, dates, and details. _____

5. I am very good at remembering the things I have committed to do. _____

6. I seldom need reminders to complete tasks. _____

YOUR TOTAL SCORE: _____

7. My emotions seldom get in the way when performing on the job. _____

8. Little things do not affect me emotionally or distract me from the task at hand. _____

9. I can defer my personal feelings until after a task has been completed. _____

YOUR TOTAL SCORE: _____

10. No matter what the task, I believe in getting started as soon as possible. _____

11. Procrastination is usually not a problem for me. _____

12. I seldom leave tasks to the last minute. _____

YOUR TOTAL SCORE: _____

13. I find it easy to stay focused on my work. _____

14. Once I start an assignment, I work diligently until it's completed. _____

15. Even when interrupted, I find it easy to get back and complete the job at hand. _____

YOUR TOTAL SCORE: _____

16. When I plan out my day, I identify priorities and stick to them. _____

17. When I have a lot to do, I can easily focus on the most important things. _____

(cont.)

Executive Skills Questionnaire for Parents (cont.)

18. I typically break big tasks down into subtasks and timelines. _____
 YOUR TOTAL SCORE: _____

19. I am an organized person. _____

20. It is natural for me to keep my work area neat and organized. _____

21. I am good at maintaining systems for organizing my work. _____
 YOUR TOTAL SCORE: _____

22. At the end of the day, I've usually finished what I set out to do. _____

23. I am good at estimating how long it takes to do something. _____

24. I am usually on time for appointments and activities. _____
 YOUR TOTAL SCORE: _____

25. I think of myself as being driven to meet my goals. _____

26. I easily give up immediate pleasures to work on long-term goals. _____

27. I believe in setting and achieving high levels of performance. _____
 YOUR TOTAL SCORE: _____

28. I routinely evaluate my performance and devise methods for personal improvement. _____

29. I am able to step back from a situation to make objective decisions. _____

30. I "read" situations well and can adjust my behavior based on the reactions of others. _____
 YOUR TOTAL SCORE: _____

31. I take unexpected events in stride. _____

32. I easily adjust to changes in plans and priorities. _____

33. I consider myself flexible and adaptive to change. _____
 YOUR TOTAL SCORE: _____

KEY			
Items	Executive skill	Items	Executive skill
1-3	Response inhibition	4-6	Working memory
7-9	Emotional control	10-12	Task initiation
13-15	Sustained attention	16-18	Planning/prioritization
19-21	Organization	22-24	Time management
25-27	Goal-directed persistence	28-30	Metacognition
31-33	Flexibility		

**Your executive skill strengths
(highest scores)**

**Your executive skill weaknesses
(lowest scores)**
