

NAME: _____

DATE: _____

EXECUTIVE FUNCTION PROCESSES (FOR LIFE AND LEARNING SUCCESS)

SELF-ASSESSMENT

Scale: 1-Poor 2- Fair 3 -Good
4 - Excellent

1	2	3	4
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Rate your proficiency in the areas below:

Section II: HILL (goals/tasks)

1. Set short- and long-term goals (study sessions, *daily, weekly, monthly*)
2. Analyze task requirements (project, *term paper, test prep, etc.*)

Section III: SKILL (performance)

Life Skills:

1. Attention / Concentration (during class and study sessions)
2. Plan (*strategies and timelines for completing tasks*)
3. Organize (*tasks and materials: planner, To Do lists, notebooks, etc.*)
4. Prioritize (*ensure time is allowed to complete highest priority tasks*)
5. Change strategies, as needed (*when current method is not working*)
6. Manage stress (*diet, exercise, time commitments*)
7. Solve problems (*identify, evaluate, and choose options*)

Learning Skills:

1. Spaced review (*short, frequent study versus longer, less frequent study*)
2. Notetaking (in class)
3. Textbook reading (*identify, record, and learn important information*)
4. Test preparation (*rework homework/quizzes, create note cards/outlines/charts*)
5. Test taking (*follow directions, budget time, show work, check answers*)

Section IV: WILL

Motivation / Beliefs:

1. Belief in my ability to accomplish a chosen or assigned task.
2. Belief that success is generally based more on effort and skills than on fixed ability.
3. Belief that obstacles, errors and frustration are a normal and valuable part of the learning process rather than indicators of low ability.

Volitional control (the will to take and maintain action):

1. Effort (*investing physical and mental energy*)
2. Persistence (*working through obstacles*)
3. Resilience (*rebounding after setbacks*)

Resource Management

1. Use resources (*e.g. teacher, Math Lab, Writing Center*)
2. Control environment (*study time and location*)

Section V: SELF-REGULATION (umbrella for Hill, Skill, and Will)

1. Self-monitoring (*paying attention to thoughts, feelings, and actions while working on a task*)
2. Self-checking (*identifying and correcting errors on an assignment, test, etc.*)
3. Self-evaluation (*evaluating the effectiveness of strategies used to complete a task*)
4. Self-reinforcement (*rewarding oneself for completing a task/goal*)
5. Self-recording (*keeping logs, journals, etc. to record time and effectiveness of activities related to tasks*)

Study location(s) _____ Estimated # hours/day _____ #days/week _____

Learning Strengths: _____

Learning is difficult for me when _____

Learning is easier for me when: _____