

## Executive Skills Questionnaire for Parents

Rate each item below based on how well it describes you, using the following rating scale to choose the appropriate score. Then add the three scores in each section. Use the key on the next page to determine your executive skills strengths (two to three lowest scores) and weaknesses (two to three highest scores).

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

Item	Score
1. I tend to jump to conclusions.	_____
2. I don't think before I speak.	_____
3. I take action without having all the facts.	_____
<b>TOTAL SCORE:</b>	_____
4. I don't have a good memory for facts, dates, and details.	_____
5. I am not very good at remembering the things I have committed to do.	_____
6. I frequently need reminders to complete tasks.	_____
<b>TOTAL SCORE:</b>	_____
7. My emotions often get in the way when performing on the job.	_____
8. Little things affect me emotionally or distract me from the task at hand.	_____
9. I have trouble deferring my personal feelings until after a task has been completed.	_____
<b>TOTAL SCORE:</b>	_____
10. I get rattled when unexpected events occur.	_____
11. I don't easily adjust to changes in plans and priorities.	_____
12. I don't consider myself flexible and adaptive to change.	_____
<b>TOTAL SCORE:</b>	_____
13. I don't find it easy to stay focused on my work.	_____
14. Once I start an assignment, I have trouble working diligently until it's completed.	_____
15. When interrupted, I find it difficult to get back and complete the job at hand.	_____
<b>TOTAL SCORE:</b>	_____
16. No matter what the task, I have trouble getting started right away.	_____
17. Procrastination is often a problem for me.	_____
18. I often leave tasks to the last minute.	_____
<b>TOTAL SCORE:</b>	_____

(cont.)

**Executive Skills Questionnaire for Parents (cont.)**

19. When I plan out my day, I have trouble identifying priorities and sticking to them. \_\_\_\_\_
20. When I have a lot to do, I find it hard to focus on the most important things. \_\_\_\_\_
21. I typically don't break big tasks down into subtasks and timelines. \_\_\_\_\_
- TOTAL SCORE:** \_\_\_\_\_
22. I am not an organized person. \_\_\_\_\_
23. It is difficult for me to keep my work area neat and organized. \_\_\_\_\_
24. I am not good at maintaining systems for organizing my work. \_\_\_\_\_
- TOTAL SCORE:** \_\_\_\_\_
25. At the end of the day, I usually haven't finished what I set out to do. \_\_\_\_\_
26. I am not good at estimating how long it takes to do something. \_\_\_\_\_
27. I am not usually on time for appointments and activities. \_\_\_\_\_
- TOTAL SCORE:** \_\_\_\_\_
28. I don't think of myself as being driven to meet my goals. \_\_\_\_\_
29. I don't easily give up immediate pleasures to work on long-term goals. \_\_\_\_\_
30. I usually don't focus on setting goals and achieving high levels of performance. \_\_\_\_\_
- TOTAL SCORE:** \_\_\_\_\_
31. I don't routinely evaluate my performance and devise methods for personal improvement. \_\_\_\_\_
32. It is hard for me to step back from a situation to make objective decisions. \_\_\_\_\_
33. I don't "read" situations well and struggle to adjust my behavior based on the reactions of others. \_\_\_\_\_
- TOTAL SCORE:** \_\_\_\_\_

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

**Your strongest skills (lowest scores)**

**Your weakest skills (highest scores)**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_