Executive Functioning and the iPad

Definition of Executive Skills

- Executive skills refer to the brain-based, cognitive processes that help us to regulate our behavior, make decisions and set and achieve goals.

- Executive Function Deficits

- Impact of EF deficits:
  - Academic Challenges
  - Essential Related Skills

Agenda for the day

- Defining Executive Functioning

- Getting organized on your iPad
  - Organizing folders on home screen
  - Organizing photos
  - Setting calendar
  - Organizing notability
  - Organizing bookmarks

Organizing Folders

Why?

- Group like apps according to class
  - Saves time finding the app
  - Not visually cluttered

- Essential Related Skill: Organization

Organizing Folders

How to:

1. Tap and hold on one app until they all start wiggling

2. Drag app on top of another you would like to group

3. A folder will appear tap into white bar and rename appropriately

4. Press home button once folder is organized

Organizing Photos

Why?

- Allows students to access photos quickly when storing hundreds of them

- Can be grouped based on project or assignment.

Essential Related Skill: Organization

Organizing Photos

How to:

1. Open photo app
2. Tap albums
3. Tap the + sign
4. Title the album according to project name
5. Press save
6. Tap on pictures you would like to add to folder
7. Press done

Setting Calendar

Why?

- Color coating subject areas to access information at a glance

- Colors can coordinate with notability to help in making connections

- Reminders for short and long term assignments

Setting Calendar

How to create color coded calendars:

1. Open calendar app
2. Tap on calendars in top left corner
3. Tap edit in right corner
4. Tap add calendar
5. Title subject area and choose color
6. Tap down in top right corner

Setting Calendar

How to set reminders for important events:

1. Tap + sign in bottom right corner
2. Enter name of important event (i.e. math test)
3. Enter date and time of test
4. Tap alert and set time frame (i.e. 2 days before)
5. Assign it to correct calendar
6. Tap done when complete

Organizing Notability

Why?

- Electronic version of folders and spiral notebooks
- Help them access notes and materials when studying
- Can coordinate colors with the calendar

Organizing Notability

How to create a place for assignments:
1. Open Notability
2. Make sure you are in library view
3. Press plus sign upper left corner
4. Class="category" and subject="unit or topic"
5. Create a class tap on + sign
6. Type in name of class i.e. math tap category and done
7. To make unit of study tap + sign
8. Type in name of topic tap on subject and done
9. To add a class tap edit hold and drag into the right unit

Organizing Notability

How to change the color and add icons:

1. In the edit mode tap the gear in subject line.
2. Choose color
3. Tap book to assign an icon
4. Tap lock to assign password

Organizing Bookmarks

Why?

- Access text to be read at another time when a period ends
- Group materials for research
- Help students focus on task at hand so internet browser can be closed

Organizing Bookmarks

How to:

1. Open internet browser
2. Go to a site you would like to bookmark
3. Type open book icon on top
4. Tap edit when bookmarks opens
5. Tap new folder
6. Name the project
7. Tap done
8. Press box without arrow
9. Tap add bookmark
10. Title appropriately
11. Choose appropriately folder
12. Press save