# Learning Problems, Concentration

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# General guidelines for managing Attention changes

Provide comfortable lighting and temperature (allow sunglasses for photosensitivity)

Minimize auditory and visual distractions

Provide preferential seating

Provide desk dividers

# General Guidelines, continued

Clear the desktop except for the materials needed

Provide access to a study carrel for independent work

Allow use of earplugs or headphones for independent work

Allow exams to be taken in a quiet, distraction free environment

# Managing deficits in Sustained Attention (ability to stay focused and concentrate over time)

Use frequent changes of task when possible

Allow brief breaks within a task

Consider when important information is being conveyed (beginning of lesson or after a break) and repeat it at these times

#### Sustained Attention (continued)

Provide explicit instructions for what the student should be doing and avoid commands such as "pay attention"

Be aware of "attentional drift" and redirect the student using a prearranged signal (making eye contact, saying the student's name, lightly touching his/her arm)

### Managing Deficits in Selective Attention

Allow quiet environments for specific, selected activities

Seek the student's undivided attention before speaking or instructing

Reinforce specific information in a quiet environment

# Managing Deficits in Divided Attention

Avoid multi-tasking

Provide teacher prepared notes for lectures

Provide an outline of key points to lectures

Provide a peer note-taker

## Managing Deficits in Shifting Attention

Give advance warning of change in activity whenever possible

Allow settling down time at the beginning of lessons

Try not to give out important information or set complicated tasks at the beginning of lessons, or repeat it again later