# Top 3 Productivity Hacks for People With ADHD

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## Use These ADHD Productivity Hacks to Get Tasks Accomplished

You write to-do lists, but you still don't get enough done. If you are anything like my mom (who has ADHD), you have probably found yourself halfway back home after picking the kids up from daycare only to look in the backseat and realize you have left one behind.. again. (Ah yes, I cherish those childhood memories.) But, enough is enough. The time for you to improve ADHD productivity and focus is now! Below you will find the three best ADHD productivity hacks to help you overcome procrastination and get things done!

### 1. Measure Your Time

You wake up every day with the same 24 hours as everyone else. Being productive isn't about being busy; it is about using your time efficiently. You have to get the most out of your time because once you waste it, there is no getting it back. So how do you get the most out of your time? It's simple.

Measure it. The only way you can become more productive is if you measure how long it takes you to finish things (like writing emails, or something you do at work). Fortune 500 companies are constantly doing this because wasted time is wasted money. The same applies to you.

Do you want to be more productive? Ask yourself, what is making you unproductive? And I don't mean ADHD. What I mean is:

- Who or what is causing you to lose focus?
- What activities take up the most of your time?

You need to start keeping track of and measuring how long it takes you to do things. For example, I am keeping track of how long it takes me to write this article.

When I am finished, I will compare the time it took me to complete this article compared to the last one I wrote. This will allow me to see if I wrote this article fast enough.

If it took me an hour or two longer to write this article than the last one, that is a signal telling me I wasn't as productive as I could have been. In this case, I would think back to everything I was doing while I was writing this article.

Maybe I was on my phone or got sidetracked while doing research. Whatever it was, I will be sure to note what I did wrong so when I start writing a new article I can read the note and avoid repeating the same mistake.

This is a process of reviewing and improving, and you can apply this to anything you do.

### 2. Remove Distractions Completely

Every second you spend on your phone is a second you could have used to get something done. If you want to get the most out of your time you need to create a productive, friendly environment. This means your phone is set to airplane mode, the TV is off and your to-do list is only a few feet away from you.

I strongly recommend you:

- Start writing out to-do lists if you aren't already.
- Keep your to-do lists nearby at all times.

Being able to see your to-do list will help you form plans, stay focused and keep yourself organized. I check my to-do list as often if not more than I check my phone.

The bottom line is this: if there is nothing to distract you then you cannot get distracted.

**3. Do What's on Your To-Do Lists**

One important thing to remember about to-do list is you cannot just write stuff down and expect it to get done magically. You have to review your to-do lists consistently. Anytime you finish a task, you need to cross it off. This will give you a chance to remind yourself of everything else on your to-do lists you need to get done, and then you can choose a new task to complete.

You also need to look at your to-do lists when you wake up and when it is time for bed. This way you can start your day off knowing what needs to get done as soon as possible. This has saved me many times when it comes to deadlines and appointments I had forgot about.

To give you an idea, I have three to-do lists. One is for work and another is for school. My third to-do list covers miscellaneous to-dos, like appointments. I write mine down on notebook paper and usually use at least one whole page.

**There's Room For Improvement**

How much room do you ask? ADHD costs Americans between $143 billion to $266 billion according to a study done by Children and Adults with ADHD (CHADD). The most shocking part is that is only in the U.S.

I hope these ADHD productivity hacks I have told you about will help you get more done with your time.