

WHO IS THIS GUIDE FOR?

STUDYING AT LSE

This guide is for all LSE students who have a diagnosis of AD(H)D.

You may have already received a diagnosis of AD(H)D in childhood, or received additional support at school where it has been mentioned. You may have been diagnosed as an adult or feel that AD(H)D may offer a potential explanation of the differences or challenges you experience.

The aim of this guide is to provide practical guidance and tips around studying at LSE with AD(H)D.

What do you need?

Think about what support and adjustments you need. Ask yourself what you found helpful in previous educational settings.

You may not know what you need, but you can gain some control over your support by taking the time to think about what AD(H)D means to you, and researching the best possible strategies and approaches for you.

If you have not yet started your course, find out as much as you can about how it will be taught in order to identify what support you might need e.g. how might lectures and seminars differ to tutorials.

Get the right support

In order to access support and adjustments, such as extra time in exams, you will need to register with the Disability and Wellbeing Service. Details on how to do this can be found on our website.

UK students should also apply for <u>Disabled Students'</u> <u>Allowances</u> at the earliest opportunity.

STUDY TIPS

Procrastination

Many people with ADHD have difficulty with procrastination and putting off important tasks. If this is something you struggle with, try the following:

10 Minute Rule

Ask yourself what the minimal amount of time you could work on a task is, even if it ends up being as difficult and uncomfortable as you anticipate it might be. Work on the task for a full and honest 10 minutes, then reassess. You might choose to stop but this will be a conscious choice. However, you might want to continue the work. Try it, and find out.

Implementation Plan

Create a plan when approaching your work. Predict the most likely distractions and how you will stay on-task in the face of these. Remember the importance of a good working environment; minimise distractions by turning off your phone!

Organisation and time management

Break up your work into smaller tasks and set mini-deadlines for working on these smaller tasks, making sure you allocate enough time for each task e.g. a date to pick your essay topic by, a date to have finished researching by, a date to have complete the first draft and a date to have completed the final draft.

Take a minute to prioritise your work according to what's due first and what is likely to take you the most or least time to complete.

Outline a task before you start. What materials will you need to gather? How long will it take you to write up your research? Figure out what steps you'll have to take so you know what you'll need, and how much time you need to allow to get it done.

Where you work can really impact how you work. Organise your workspace so you are comfortable, have enough space and minimal distractions.

If you really struggle with organisation and time-management from day-to-day, consider routinely making to-do lists.

Spend a few minutes compiling a list of all the tasks you need to get done over the next few weeks, and the dates you will need to do them by. Each morning, revisit the list to decide what needs to be done on that particular day. Decide when you will undertake each task, and how long you will spend doing it.

Of course this may not be necessary for every day of your life, but can help structure the days when you need to study, and organise yourself when working towards competing deadlines.

Notetaking

If you can, read through the lecture slides before it takes place. Make questions and notes – jot down some ideas and mark bits you find interesting or confusing. You may find it easier to engage with the material if you have prepared some of your own thoughts beforehand.

Consider dictating your notes after the session i.e. saving them as voice notes on your phone. This can allow you to be more creative and capture the details all at once.

Reading

When reading for your programme, utilise the support of your academic staff for guidance on the key texts, where possible. Prioritise what reading is necessary and plan a realistic amount of time to complete the reading you hope to do.

Always preview the reading material. Read the summary, headings, subheadings and the first line of every paragraph. Develop different approaches to reading.

Sometimes you do need to read every single word; a quick scan to extract the key points can be enough. Be clear on the purpose of your reading and don't believe you always have to read everything to get the information you need.

You can attend an <u>LSE Life</u> workshop on academic reading, or read up on techniques for academic and speed reading.

Essay writing

Make sure you have fully understood the question before you start to plan your answer; try to paraphrase the question.

Always plan. Plan before you start to research, and then re-plan after you have done it.

An effective plan consists of a basic structure with subheadings, and an outline of what content to include in each section.

After you complete a written assignment, read it aloud and record it on your phone. Listening to what you wrote as you read it over several times can help you spot errors and identify edits you'd like to make.

Revision

Work in a quiet place with few distractions. Ear plugs or noise-cancelling headphones can help to block out noises that compete for your attention. Consider turning your phone to do not disturb mode to help you maintain focus.

Use visual thinking. Create visuals and models to work from e.g. symbols or doodles to help you thinking about and remember a concept.

Learn what works well for you. Do you like using mindmaps? Do

you like recording your notes and listening back to them? Do you benefit from standing up and explaining things as if you were a lecturer?

Use past papers to know what to expect, and practise answering whole questions within the time limit.

And remember...

Believe in yourself!

Remember that just because it might take you longer to do something compared to your peers, this doesn't mean you can't do it well. Recognise and understand your strengths - find a way of working which works for you!

ASSISTIVE TECHNOLOGY

It may be helpful to explore if assistive technology can help you be more productive.

Writing

If you have difficulties with writing or typing you may want to try dictation software, having your computer or device type what you say.

There are two ways to access dictation software for free, which is in-built for <u>Mac users</u>, or available through <u>Microsoft Word</u> for PC users. If you do not find either of these options work very accurately with your voice you may wish to explore using a form of the Dragon software.

<u>Dragon Anywhere</u> is an app from the world leaders in dictation software which adapts to your voice and works very accurately for most users. Versions are also available for <u>desktops and laptops</u>.

Mind-mapping

Mind-mapping software allows you to create digital brainstorms and plan and organise your work visually. Popular programmes

include MindView and MindManager

Have your computer read to you

If you have you have difficulties reading a screen for a prolonged period, or find it easier to process verbal information, you may want to try out the various free and easy ways in which your computer or device can read to you:

- Most digital documents can be read out loud <u>using built-in functionality.</u>
- Browsers such as Google Chrome have <u>read aloud</u> <u>extensions</u> for use on webpages.
- Alternatively you can copy and paste any text into the <u>Text-to-speech Reader website</u>.

Help making your device easier to use

The following webpages contain a lot of useful tips and tricks to make your device easier to use:

- My computer my way
- <u>Diversity and Ability resources list</u>

OTHER USEFUL LINKS AND RESOURCES

<u>The National Attention Deficit Disorder Information and Support Service (ADDISS)</u>

The ADHD Foundation

The UK ADHD Partnership

ADHD and You