ATTENTION

1. **Sustained: the ability to focus on one thing for a short period of time**
2. **Selective: the ability to focus on one thing despite interruptions**
3. **Alternating: the ability to shift attention from one thing to another**
4. **Divided: the ability to focus on multiple things at the same time**

LOOK FOR:

- **Sustained**
  - **Appears "checked out"/bored/disinterested**
  - **"Thrill seeking" or excessive risk-taking**
  - **Sensory seeking *(e.g. video games)***
- **Selective**
  - **Trouble finishing tasks/staying focused during task**
  - **Goes off-topic during conversation**
- **Alternating**
  - **Leaving tasks incomplete after interruption**
- **Divided**
  - **Unable to follow conversation with multiple speakers/partipate in group discussions**

ACCOMMODATIONS
FOR PROFESSIONALS

- **Attention Grabber**
  - **Check for eye contact and initial attention**
  - **Begin an activity with something that demands attention or involves active participation(*like an ice breaker, a challenge, or demonstration that includes their participation)***
  - **Utilize visual aids**

- **Reduce Distractions**
  - **Allow for work in a quiet space/wear earphones to drown out excess noise**

- **Break it Down**
  - **Keep instructions brief, simple, and to the point**
  - **Summarize critical points of discussion/conversation**
  - **Present information in short and concise segments, one at a time**
  - **Suggest using a calendar or reminders *on phone/watch/computer***

- **Hands-On**
  - **Use movement and tactile activities to enhance energy and attention·**
  - **Encourage note-taking to record important information. (e.g., *having them write down the date of the next meeting while they are in the room)***
  - **Try to schedule appointments earlier in the day**

Aside from being awake and alert, one of the most important cognitive abilities is being able to pay attention or concentrate on important things happening around us.

CITATIONS

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