ADHD To-Do List

Name:	Date:
Long list	Short list
Write down all the tasks you have in mind that are not urgent or do not have specific dates.	List only the essential tasks that absolutely must be completed today.
	Calendar list
	Record time-sensitive tasks, appointments, deadlines, and preparation time needed for each task.
	Routine list
	Document recurring tasks, routines, and step-by-step procedures.