



## **Worksheet #1: “Project Outlines and Study Planners- Enhancing Organization and Executive Functioning Skills” ~S2E2**

### **Overview**

This worksheet will help you break down a large project or study plan into manageable parts using AI tools like Notion, Google Keep, and Todoist. Follow the steps below to get organized, stay on track, and make the most of your project time!

### **Part 4: Reflecting on Your Progress**

#### **1. Evaluating Your Experience**

- After completing the project, answer the following questions:
  - What was the hardest part of using AI for planning?
  - Did the AI-generated outline or reminders help you stay organized?
  - What would you do differently next time?

#### **2. Project Completion Checklist**

- Review the tasks you completed. Make sure you’ve marked everything as done.
- Turn in your project and celebrate your hard work!