EXECUTIVE SKILLS QUESTIONNAIRE FOR PARENTS

Read each item and then rate how well you think it describes you. Then add the three scores in each section.

- Strongly disagree 1
- Disagree 2
- Tend to disagree 3
- Neutral 4
- Tend to agree 5
- Agree 6
- Strongly agree 7

Your score

1. I don’t jump to conclusions. ______
2. I think before I speak. ______
3. I don’t take action without having all the facts. ______

YOUR TOTAL SCORE:

4. I have a good memory for facts, dates, and details. ______
5. I am very good at remembering the things I have committed to do. ______
6. I seldom need reminders to complete tasks. ______

YOUR TOTAL SCORE:

7. My emotions seldom get in the way when performing on the job. ______
8. Little things do not affect me emotionally or distract me from the task at hand. ______
9. I can defer my personal feelings until after a task has been completed. ______

YOUR TOTAL SCORE:

10. No matter what the task, I believe in getting started as soon as possible. ______
11. Procrastination is usually not a problem for me. ______
12. I seldom leave tasks to the last minute. ______

YOUR TOTAL SCORE:

13. I find it easy to stay focused on my work. ______
14. Once I start an assignment, I work diligently until it’s completed. ______
15. Even when interrupted, I find it easy to get back and complete the job at hand. ______

YOUR TOTAL SCORE:

16. When I plan out my day, I identify priorities and stick to them. ______
17. When I have a lot to do, I can easily focus on the most important things. ______

(cont.)

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Executive Skills Questionnaire for Parents (cont.)

18. I typically break big tasks down into subtasks and timelines.  

YOUR TOTAL SCORE:  

19. I am an organized person.  

20. It is natural for me to keep my work area neat and organized.  

21. I am good at maintaining systems for organizing my work.  

YOUR TOTAL SCORE:  

22. At the end of the day, I’ve usually finished what I set out to do.  

23. I am good at estimating how long it takes to do something.  

24. I am usually on time for appointments and activities.  

YOUR TOTAL SCORE:  

25. I think of myself as being driven to meet my goals.  

26. I easily give up immediate pleasures to work on long-term goals.  

27. I believe in setting and achieving high levels of performance.  

YOUR TOTAL SCORE:  


29. I am able to step back from a situation to make objective decisions.  

30. I “read” situations well and can adjust my behavior based on the reactions of others.  

YOUR TOTAL SCORE:  

31. I take unexpected events in stride.  

32. I easily adjust to changes in plans and priorities.  

33. I consider myself flexible and adaptive to change.  

YOUR TOTAL SCORE:  

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Your executive skill strengths  
(highest scores)  

Your executive skill weaknesses  
(lowest scores)  


EXECUTIVE SKILLS QUESTIONNAIRE FOR CHILDREN—LOWER ELEMENTARY VERSION (GRADES 1-3)

Read each item below and then rate that item based on how well it describes your child. Then add the three scores in each section. Find the three highest and three lowest scores.

- Strongly agree 5
- Agree 4
- Neutral 3
- Disagree 2
- Strongly disagree 1

2. Can be in close proximity to another child without need for physical contact.
3. Can wait until parent gets off phone before telling him/her something (may need one reminder).
4. Is able to run errand with two to three steps.
5. Remembers instructions given a couple of minutes earlier.
6. Follows two steps of a routine with one prompt.
7. Can tolerate criticism from an adult.
8. Can deal with perceived “unfairness” without undue upset.
9. Is able to adjust behavior quickly in new situation (e.g., calming down after recess).
10. Can spend 20-30 minutes on homework assignments.
11. Can complete a chore that takes 15-20 minutes.
12. Can sit through a meal of normal duration.
13. Can remember and follow simple one- to two-step routines (such as brushing teeth and combing hair after breakfast).
14. Can get right to work on classroom assignment following teacher instruction to begin.
15. Will start homework at established time (with one reminder).
16. Can carry out a two- to three-step project of own design (e.g., arts and crafts, construction).
17. Can figure out how to earn/save money for an inexpensive toy.
18. Can carry out two- to three-step homework assignment with support (e.g., book report).

TOTAL SCORE:

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(continues)

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Executive Skills Questionnaire—Lower Elementary Version (cont.)

19. Puts coat, winter gear, sports equipment in proper locations (may need reminder).

20. Has specific places in bedroom for belongings.

21. Doesn’t lose permission slips, notices from school.

TOTAL SCORE: ___

22. Can complete a short task within time limits set by an adult.

23. Can build in appropriate amount of time to complete a chore before a deadline (may need assistance).

24. Can complete a morning routine within time limits (may need practice).

TOTAL SCORE: ___

25. Will stick with challenging task to achieve desired goal (e.g., building difficult Lego construct).

26. Will come back to a task later if interrupted.

27. Will work on a desired project for several hours or over several days.

TOTAL SCORE: ___

28. Plays well with others (doesn’t need to be in charge, can share, etc.).

29. Tolerates redirection by teacher when not following instructions.

30. Adjusts easily to unplanned-for situations (e.g., substitute teacher).

TOTAL SCORE: ___

31. Can adjust behavior in response to feedback from parent or teacher.

32. Can watch what happens to others and change behavior accordingly.

33. Can verbalize more than one solution to a problem and make the best choice.

TOTAL SCORE: ___

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Your child’s executive skill strengths (highest scores)  

Your child’s executive skill weaknesses (lowest scores)  

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