

THE QUICK-FIX TOOL LIBRARY

Your Printable Quick Reference Guide.

<i>If you're experiencing...</i>	<i>Use this tool:</i>
Task Initiation Failure <i>"I can't make myself start"</i>	The 2-Minute Bridge Set a timer for 2 minutes and do just the first micro-step
Task Switching Difficulty <i>"I'm stuck and can't shift to something else"</i>	The Context Switch Protocol 5-minute warning + find a stopping point + physical movement
Working Memory Breakdown <i>"I keep forgetting what I'm doing"</i>	The External Brain System Write everything down in one visible place
Planning & Prioritization Overload <i>"I'm overwhelmed and don't know where to begin"</i>	The Single-Step Method Ask: "What's ONE tiny thing I can do right now?"
Attention Regulation Issue <i>"I'm too distracted or too hyperfocused"</i>	The Focus Reset Stop completely, do a 2-minute sensory reset, eliminate one distraction
Cognitive Flexibility Breakdown <i>"I have difficulty adapting when things change"</i>	The Mental Shift Remedy Acknowledge the change + give yourself permission + write one adjusted action
Organization & Sequencing Problem <i>"I don't know what order to do things"</i>	The Step-by-Step Decoder Ask "What's the first thing I touch?" then "What's next?"
Impulse Control & Emotional Regulation <i>"I'm in a compulsive loop or about to react"</i>	The Emergency Brake Stop physically + count to 10 + ask "Will I regret this?" + do ONE different thing