

# ADHD IN ADULTS: STRATEGIES FOR ORGANIZATION AND IMPULSIVITY CONTROL

**For adults diagnosed with ADHD or suspecting they have it, and their loved ones**

Understand your functioning, build a personalized organization system, and improve your daily life

<b>Duration</b> : 6 modules	<b>Modules</b> : 6 modules
<b>Lessons</b> : 21 lessons	<b>Audience</b> : Adults with ADHD and their loved ones
<b>Format</b> : 100% online, asynchronous	<b>Provider</b> : N° 11757351875
<b>Certification</b> : Qualiopi	<b>Price</b> : On request

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## Course description

This comprehensive training allows you to deeply understand your neurocognitive functioning and discover that your difficulties stem from a different brain functioning, not a lack of will. Through concrete and customizable strategies, you will learn to identify your risk situations, build an organization system suited to your brain, manage impulsivity in all its forms, and regulate your emotions. You will leave with practical tools to transform your daily life at work, with family, and in your personal life. By the end of this training, you will have clear guidelines, concrete strategies, and a personalized organization system including adapted routines, time and task management tools, techniques to curb impulsivity, emotional regulation strategies, and practical safeguards for your daily life.

## Module summary

<b>MODULE 1</b>	ADHD in Adulthood: Understanding One's Own Functioning	4 lessons
<b>MODULE 2</b>	Identify Risk Situations and Prevent Difficulties	4 lessons
<b>MODULE 3</b>	Managing Impulsivity and Emotional Outbursts	5 lessons
<b>MODULE 4</b>	Building a Customized Organization System	5 lessons
<b>MODULE 5</b>	Living with ADHD: Relationships, Work, and Well-being	4 lessons
<b>MODULE 6</b>	The DYNSEO Applications to Support You	1 lesson

## Learning objectives

### Learning objectives

- Understand your neurocognitive functioning: fluctuating attention, inhibition deficit, internal hyperactivity
- Identify the specific challenges of adult ADHD in time management, organization, professional life, and relationships
- Recognize daily manifestations and understand their emotional impact
- Identify your triggering situations and personal warning signals
- Structure your environment and build effective routines
- Understand and manage different forms of impulsivity using concrete techniques
- Handle emotional overflow and specific challenging situations
- Build a personalized organization system adapted to your brain
- Master time and task management tools
- Adapt your professional environment and leverage your strengths
- Take care of your overall health and recognize when to seek help
- Discover the JOE app to stimulate memory, attention, concentration, and planning

## General information

<b>Duration</b>	6 progressive modules, self-paced
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<b>Target Audience</b>	Adults diagnosed with ADHD or suspecting they have ADHD, and their loved ones
<b>Prerequisites</b>	None, training accessible to all adults
<b>Price</b>	Upon request - VAT not applicable (article 261-4-4° du CGI)
<b>Certification</b>	Qualiopi - Certificate of completion
<b>Training Provider</b>	DYNSEO - Registration number: 11757351875

**Lesson 1 - Neurocognitive Functioning of Adult ADHD**

- ADHD as a neurodevelopmental disorder affecting executive functions persisting in 60% of adults
- Fluctuating attention: hyperfocus on passions, disengagement on routine tasks, omnipresent distractions
- Inhibition deficit: occasionally failing neurological brake, impulsive words and actions
- Multiform impulsivity coexisting with creativity and quick solutions
- Transformed hyperactivity: permanent internal restlessness and exhausting mental activity

**Lesson 2 - The Specific Challenges of ADHD in Adulthood**

- Time and priority management: altered perception, chronic procrastination, systematic underestimation
- Organization and planning: chronic disorganization generating feelings of failure
- Professional life: difficulty with deadlines, multiple projects, and workplace relationships
- Personal relationships: impulsivity and forgetfulness complicating connections with loved ones
- Financial management: impulsive purchases, forgotten bills, difficulty planning budgets
- Health and lifestyle habits: irregular meals, insufficient sleep, postponed medical care

**Lesson 3 - Common Manifestations in Daily Life**

- Restlessness and constant need for stimulation: difficulty relaxing, quick boredom, paradoxical fatigue
- Impulsivity: interruptions, snap decisions, words without filter, difficulty waiting
- Chronic disorganization: repeated lateness, lost items, chaotic environment
- Notable procrastination and frequent forgetfulness of appointments and commitments
- These manifestations result from different brain functioning, not lack of intelligence or motivation

**Lesson 4 - Emotional Impact: Frustration, Shame, and Overload**

- Emotional dysregulation: emotions arising quickly and intensely, difficult to modulate
- Feelings of shame and inadequacy from years of negative remarks and unexplained failures
- Chronic fatigue from constant cognitive effort and compensating for difficulties
- Anxiety from anticipation of failures and fear of forgetting
- Depression from accumulation of difficulties and feeling of not functioning normally

**Lesson 1 - Particularly Triggering Situations**

- Long, complex, or boring tasks: tax returns, paperwork, reports causing avoidance or paralysis
- Transitions and task changes: difficulty switching activities, irritability and time waste
- Stimulus-rich environments: noisy spaces, overflowing inboxes, depleting attentional resources
- Moments of waiting or boredom: queues, endless meetings causing impatience
- Periods of stress, fatigue, or emotional upheaval: decreased coping abilities and increased overwhelm

**Lesson 2 - Recognizing Your Personal Warning Signals**

- Physical signals: increased agitation, muscle tension, shallow breathing, sudden fatigue
- Cognitive signals: racing thoughts, difficulty focusing, avoidance, paralysis by indecision
- Emotional signals: irritability, frustration over trivial details, feeling overwhelmed, diffuse anxiety
- Behavioral signals: compulsive phone checking, snacking, multiplying micro-tasks, impulsive shopping
- Each person experiences ADHD uniquely with personal patterns of warning signs

**Lesson 3 - Daily Prevention Strategies**

- Structure your environment: reduce distractors, fixed places for items, visible storage systems
- Outsource your memory: write everything down immediately, visible information, reminders and alarms
- Break tasks into micro-steps of 15-25 minutes with the Pomodoro technique
- Anticipate transitions with scheduled reminders and closing rituals
- Preserve your energy: protect peak hours, alternate demanding tasks, regular breaks, learn to say no

**Lesson 4 - Building Routines that Work**

- Morning routine: fixed sequence, prepare the night before, visual checklists, allow extra time
- Work routine: quick priority review, time-blocking for focus, group similar tasks, daily wrap-up
- Evening routine: end-of-day ritual, preparation for tomorrow, regular habits, turn off screens
- Weekly routines: fixed review time, planning, adjusting, slots for unexpected events
- Build realistic routines gradually: an imperfect but followed routine beats an ideal abandoned one

**Lesson 1 - Understanding the Different Forms of Impulsivity**

- Verbal impulsivity: speaking without filter, interrupting, sharing private information, making hasty promises
- Decision-making impulsivity: choices made too quickly, impulsive purchases, engaging in projects on a whim
- Emotional impulsivity: emotions unfolding quickly and intensely, mood fluctuating rapidly
- Behavioral impulsivity: actions without reflection, compulsive checking, giving in to distractions
- Becoming aware of the most problematic form of impulsivity for you

**Lesson 2 - Strategies to Curb Impulsivity**

- The delay rule: impose reflection time for non-urgent decisions, wait 24-48 hours for purchases
- The STOP technique: Stop, Take a breath, Observe, Proceed thoughtfully
- Externalizing reflection: write thoughts before important decisions, use decision grids, discuss with trusted person
- Practical safeguards: remove bank cards from sites, screen time apps, put phone away
- Identifying triggers: fatigue, boredom, stress, intense emotions, certain environments

**Lesson 3 - Managing Emotional Overflows**

- Recognize the rise of emotion: physical signals like warmth, tension, accelerated heartbeat
- The anchoring technique: name five things seen, four heard, three touched, two smelled, one tasted
- Strategic withdrawal: step away to breathe and let the emotion subside before reacting
- Body regulation: physical activity as emotional regulator, brisk walking, intense exercises, deep breathing
- Cognitive reframing: take a step back once calm, question severity, reduce rumination

**Lesson 4 - Managing Specific Situations**

- Relational conflicts: stay attentive to warning signs, request breaks, use "I" statements, offer sincere apologies
- Paralyzing procrastination: commit to just five minutes, change environment, work alongside someone
- Impulsive buying: systematic waiting period, unsubscribe from newsletters, avoid risky situations, keep lists
- Overwhelm and overload: stop and breathe, list concerns, identify one concrete action, ask for help
- Accept that some tasks will wait or be abandoned without guilt

**Lesson 5 - The After-Overflow: Learning and Repairing**

- Self-compassion: avoid beating yourself up, acknowledge neurological disorder, treat yourself with kindness
- Constructive analysis: identify triggers, missed warning signs, what could be done differently
- Relational repair: sincere apologies, acknowledge impact, explain perspective, ask how to make amends
- Adjusting strategies: use every outburst as information to strengthen safeguards
- Remember progress is not linear and every overflow is a learning opportunity

**Lesson 1 - The Principles of a System Adapted to ADHD**

- Simplicity: start with minimal, imperfect but usable solution, add elements only if necessary
- Visibility: reminders, lists, information visible and accessible, use whiteboards, post-its, wall calendars
- Maximal outsourcing: do not rely on memory, note everything important with reminders
- Regular maintenance: quick daily review and in-depth weekly review to prevent degradation
- Flexibility: the system must evolve with you, experiment and adjust without guilt

**Lesson 2 - Time Management Tools**

- The single agenda: centralize everything in one place, personal and professional, your reference tool
- Time-blocking: block specific time slots for tasks to give time reality and prevent underestimation
- Multiple reminders: several reminders for important events, combine different channels for redundancy
- Timers and Pomodoro technique: 25 minutes work, 5 minutes break, adapt durations to your pace
- Systematic margin: always allow more time than estimated to compensate for chronic underestimation

**Lesson 3 - Task Management Tools**

- Immediate capture: write down tasks, ideas, things to remember as soon as they arise
- Regular sorting: daily moment to sort, identify what needs doing today or this week, delegate or delete
- Clear prioritization: identify 1-3 truly important tasks each day, do them during peak hours
- Systematic breakdown: no task should be indefinite, break into concrete completable steps
- The "waiting" list: separate list for things awaited from others to prevent mixing with your tasks

## Lesson 4 - Space Management Tools

- Decluttering: reduce visual overload regularly, quick and frequent better than rare big clean-up
- Fixed places: every regularly used item has a fixed place, practice always putting them back there
- Visible storage: transparent boxes, open shelves, baskets rather than drawers
- Dedicated areas: clear zones for different activities, workspace, papers to process, "to be put away" items
- The "hot spot": accept one place where things temporarily accumulate, empty it regularly

## Lesson 5 - Building and Maintaining Your Routines

- Start small: ONE routine at a time, as small and simple as possible, add next after several weeks
- Link to existing habits: attach new habits to established ones, existing habit serves as trigger
- Make the routine easy: minimize obstacles, prepare everything the night before, visual reminders
- Accept imperfection: some days will be missed, get back on track without beating yourself up
- Celebrate small victories: acknowledge every time routine is followed with reward or tracker check

## MODULE 5

### Living with ADHD: Relationships, Work, and Well-being

4 lessons

#### Lesson 1 - ADHD in Personal Relationships

- Communicate about your ADHD: explain how your brain works as information, not excuse
- Identify friction points: where ADHD creates tensions in important relationships
- Establish shared systems: visible family calendar, clear task distribution, shared reminders, regular check-ins
- Take care of the relationship: plan quality time, reminders for birthdays, listen actively, rephrase
- Accept help and delegation: not a weakness but a smart adaptation

#### Lesson 2 - ADHD in Professional Life

- Choose suitable environment: variety of tasks, autonomy, ability to move, stimulating challenges
- Arrange your workspace: reduce distractions, noise-canceling headphones, organize for visibility
- Structure your day: protect peak hours, group meetings, plan breaks, use task management tools
- Communicate accommodation needs: clear deadlines and specific goals improve productivity
- Leverage your strengths: creativity, different thinking, hyperfocus on exciting topics, reactivity in crisis

#### Lesson 3 - Taking Care of Your Overall Health

- Sleep: regular bedtime routine, avoid screens before sleeping, sleep-friendly environment
- Physical activity: natural regulator of attention and emotions, even daily walking makes difference
- Nutrition: regular balanced diet to stabilize energy, avoid spikes and drops, limit excess caffeine
- Stress management: regulation practices like meditation, relaxation, creative activities, nature
- Medical follow-up: adhere to doctor appointments, report side effects or changes in medication effectiveness

#### Lesson 4 - When and How to Seek Help

- Signs indicating need for help: constant overwhelm, major impact on life, deteriorating relationships, risky behaviors
- Resource professionals: psychiatrist for diagnosis and medication, psychologist for therapy, ADHD coach for strategies
- Support groups: meet other adults with ADHD, share experiences and strategies, normalize difficulties
- The surrounding environment: identify supportive people, ask for concrete help like reminders or body doubling
- Accepting help is not a weakness but an intelligent strategy for managing ADHD

## MODULE 6

### The DYNSEO Applications to Support You

1 lesson

#### Lesson 1 - JOE, Your Brain Coach

- Tool designed to stimulate cognitive functions: memory, attention, concentration, planning
- Targeted, structured, varied, and adaptable cognitive games in short engaging sessions
- Flexibility: choice of cognitive function to stimulate, allows targeting difficulties and progress at own pace
- Determining playful aspect: exercises as games with challenges and rewards, motivating and engaging
- Support in broader framework: structure regular sessions, observe progress, reinforce self-confidence
- Regular use as long-term management strategy: build habits, train the brain, maintain useful skills

## Teaching methods

- 100% online training, accessible from your computer or tablet
- Progress at your own pace, whenever you wish, without time constraints
- 6 progressive modules covering all aspects of adult ADHD
- Concrete and customizable strategies adapted to your brain functioning

- Practical tools for daily life: routines, time and task management, emotional regulation
- Access to the JOE app with 30+ cognitive games to support memory, attention, and planning
- Certificate of completion provided at the end of training
- Qualiopi certified training provider ensuring quality standards

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