



**Our aim is to implement personally appropriate practical strategies and training, which, proven over time produce positive quantifiable improvements.**

These topics and processes are our approach to collaboratively working with clients to achieve this aim. We often provide our services in association with Crossbow Corporate, who provide a wide range of visual stress reducing devices .

*"I didn't know what to expect during my first appointment and was pleasantly surprised by the structure and outcomes that come out of my first session.*

*It's refreshing to know that there's support out there to help people with dyslexia in the workplace"*

Sam N - Youth Offending Team - October 2010

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## Coping Strategies for Today

**Awareness**

**Organisation**

**Communication**

**Time Management**

**Learning & Memory**

**Technology Support**

**Management Support**





### **Personal Awareness**

- Learning style questionnaire
- The journey so far
- Stress (Auditory, Visual etc)
- Enhanced SWOT
- Where does it hurt now?
- The cost of change



### **Personal Organisation**

- My environment
- Daily tasks and diaries
- Emails and paperwork
- Holistic structures and systems
- Resource management



### **Communication**

- Reading (for what)
- Writing, spelling & grammar
- Numeracy
- Presentations and meetings
- Note taking / reports
- Phone use



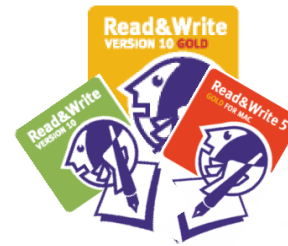
### **Time Management**

- Goal settings and decisions
- Planning and priorities
- Negotiating and delegating
- Interruptions / procrastination
- Change management



### **Learning & Memory**

- Mind mapping
- Types and use of memory
- Mnemonics, stacking, systems & other solutions



### **Technology Support**

- Current use of standard & specialist hardware / software
- What traits link to which available features?
- Training requirements



### **Management Support**

- Organisational expectations
- Cultural impact
- Aspects that help and hinder