

10-MINUTE WINS

Nine quick actions for when you need momentum now

10

Small wins count.

Use these 10-minute prompts to document your brain, start the system, build your crisis list, and stop waiting for a perfect productivity day to begin.



Set a timer. Pick one. Bank the win.

Built for real life with ADHD.

**BUILT FOR
CHAOS**

Designing a life that fits your ADHD brain

Designed for neurodivergent brains.
Authentic Mess Studios, LLC

10-Minute Win

One: Document Your Starting Point

Set a timer for 10 minutes.
Answer these prompts without editing
yourself.

The earliest memory I have of feeling "different"
or struggling with something others found
easy:

Three patterns I've noticed in my life that I
always explained as personal failings:

Pattern 1:

Pattern 2:

Pattern 3:

STOP: WIN BANKED



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Two: Build Your Brain Wiring Inventory

If you didn't fill out the manual above, do this instead. Set a timer for 10 minutes. Answer these prompts without editing yourself.

Your primary executive function challenge area (working memory, inhibition, task initiation, or emotional regulation):

- One specific way this shows up in your daily life:
- One thing you've been blaming yourself for that's actually just your wiring (be specific):
- One environment where your brain works well (where do you thrive?):

This inventory becomes the foundation for every strategy we build. You can't design solutions for a brain you don't understand.

STOP: WIN BANKED



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Three: Permission Inventory

You just analyzed why your old systems died. Now document what you actually need.

Set a timer for 10 minutes. Answer these prompts without editing yourself.

I give myself permission to: *(Example: work at night instead of forcing morning productivity)*

I release myself from: *(Example: guilt about needing more breaks than others)*

This isn't indulgence. This is operational realism. You're documenting the accommodations your brain needs to function, not excuses to quit.

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Four: Start Your Command Center

You already did most of the work if you followed along with Steps 1-4. Now make it operational.

1. Identify your Hot Pile items (today's urgent tasks)
2. Pick one Warm Pile item (one important task you've been avoiding)
3. Add one fuel type to that Warm item (urgency, challenge, novelty, interest, or social accountability)
4. Schedule it (specific time block)

That's it. You have a functioning Command Center.

Everything else is iteration and refinement.

STOP: WIN BANKED



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Five: Start Your Five-Day Snapshot

This isn't optional. You need this data. Set a timer for 10 minutes right now and fill out Worksheet 5.1: Energy Tracking Log.

For the next five days, track:

1. Wake time
2. Peak focus window
3. When you crashed
4. One thing you accomplished
5. Conditions present (sleep, food, environment, noise, medication)

Don't overthink it. Just observe.

One observation is better than zero observations. After five days, look at your notes and answer:

- What time of day do I actually have the most energy?
- What conditions were present during my best work?
- What consistently precedes my crashes?

You're reading your own operating manual now.

STOP: WIN BANKED



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Six: Build Your Communication Template

Pick ONE recurring ADHD situation that causes friction in your relationships. (Time blindness, interrupting, forgetting plans – pick the one that costs you the most.)

Write your translation script using this template:

- What happens: [Describe the symptom/behavior]
- What to say: "Here's what's happening: [neurological explanation]. I'm working on [system/solution]. What would help: [specific request]."

Save this script in your phone. Use it the next time this situation comes up. You're not making excuses. You're building bridges.

STOP: WIN BANKED



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Seven: Assess Your Current Job Zone

Answer these questions honestly:

1. How many of my daily tasks provide natural dopamine? (Interesting, urgent, novel, challenging)
Most / Some / Few / Almost none

2. Can I control my environment and schedule?
Mostly / Somewhat / Barely / Not at all

3. Does my job value my ADHD strengths? (Crisis management, creativity, problem-solving)
Yes / Sometimes / Rarely / No

4. Is my current struggle due to:

- Lack of accommodations I could request
- Fundamental mismatch between my brain

and the work

- Toxic management (separate from ADHD)
- Temporary situation that will improve

Based on your answers: Mostly positive → You're in Zone 1. Protect what's working and manage burnout. Mixed → You're in Zone 2. Pick ONE accommodation from this chapter to implement this week. Mostly negative → You're in Zone 3. Start building your exit strategy.

STOP: WIN BANKED



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Eight: Build Your Crisis Contact List

Open Worksheet 8.1 or create a note in your phone.

THREE PEOPLE I CAN TEXT IN CRISIS:

1. _____
2. _____
3. _____

CRISIS RESOURCES:

988: Suicide & Crisis Lifeline

Crisis Text Line: Text HOME to 741741

My therapist: _____

My doctor: _____

Post this somewhere visible. When you're in crisis, your brain won't think to open a document. It needs to be immediate.

STOP: WIN BANKED



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Nine: Assess Your Current Growth Phase

Where am I in the growth cycle right now?

- Observe (noticing what's not working)
- Experiment (trying new strategies)
- Refine (adjusting what's working)
- Integrate (making it automatic)
- Observe Again (life changed, systems need updating)

What's ONE specific friction point I'm observing right now?

What's ONE experiment I could try to address it?

How will I know if the experiment is working? (What will change? What will improve?)

Don't try to fix everything. Just notice where you are and take one small step forward.

STOP: WIN BANKED



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