



Down Syndrome Achievement Centers  
educate. inspire. believe.

Date: 02/15/2020

Host: Alexis (Leader) Kim (Host)

Theme: Time Management (Productivity)

Playhouse Name: Madison (GiGi's At Home)

### **Social Development:**

- **Opening**

Welcome the group, provide instructions, review goals for the program, announcements (celebrations, birthdays, etc.)

**Quote of the Week:** "This is the key to time management – to see the value of every moment."

### **Speech & Language Development:**

- **Icebreakers (10 minutes)**

Take turns allowing each person to introduce themselves in a game style while others arrive.

- Activity: Time Management Icebreaker: "What do you think it means when someone tells you to use your time wisely?"

### **Gross Motor Development:**

- **Cooperative & Social Activities (30 minutes):**

Choose 2-3 activities for participants to participate in based on the programs theme. Remind participants of expectations and appropriate social skills.

- Activity 1 (15 min.): "Time Management Tips" Have participants describe each of the tips discussed and provide corresponding examples.
- Activity 2 (15 min.): "My Time Management Wheel" Participants can use crayons, markers, colored pencils, etc. to create their own time management wheel. During the activity, have participants discuss how this "ideal" schedule compares to their usual routine.

- **Closing: (5 Minutes)**

Plan for the next session, wrap-up, tell friends good-bye.

- Set Goal: Be mindful of your time management throughout the week, and practice some of the tips we discussed to help prioritize your activities!

**\*Materials to print ahead of time are below.**

## Fantastic Friends World Skills: Time Management (Productivity) Materials



- “Time Management Tips” Discussion Printable:

<https://corporatefinanceinstitute.com/resources/careers/soft-skills/time-management-list-tips/>



- “My Time Management Wheel” Activity: [056efcf274df437dee770f463f5ace4b.jpg](https://www.pinterest.com/pin/056efcf274df437dee770f463f5ace4b) (1205x918) (pinimg.com)