



Executive Function Scorecard:

The EF scorecard is based on self-evaluation of E.F. skills. It's a place for you and your mentor to determine where you're at – and every 6 weeks – how you've grown. The “rubric” at the bottom gives more details about every skill level.

1 “Untapped”

2 Needs Help

3 Building Independence

4 Independence

5 Proactive Independence

EF Skills	1–6 weeks	7–12 weeks	13–18 weeks
Planning	Select ▾	Select ▾	Select ▾
Organization	Select ▾	Select ▾	Select ▾
Task Initiation	Select ▾	Select ▾	Select ▾
Attention / Focus	Select ▾	Select ▾	Select ▾
Metacognition / Self-Reflection	Select ▾	Select ▾	Select ▾
Advocacy	Select ▾	Select ▾	Select ▾
Time Management	Select ▾	Select ▾	Select ▾
Routines / Basic Needs	Select ▾	Select ▾	Select ▾
Chunking Projects	Select ▾	Select ▾	Select ▾

Working Memory / Studying	Select ▾	Select ▾	Select ▾
Mental Flexibility (Attitudes)	Select ▾	Select ▾	Select ▾

E.F. Level Rubric

5. Proactive Independence

- Consistently applies strategies or skills without reminders.
- Anticipates challenges and prepares solutions proactively.
- Maintains routines and habits that support success across contexts.
- Seeks out opportunities to refine or enhance skills independently.
- Regularly evaluates performance and adjusts approaches as needed.
- Demonstrates confidence and ownership in applying skills.

4. Independence

- Applies skills effectively with minimal prompting or oversight.
- Adapts routines and strategies to fit changing circumstances.
- Addresses problems independently but may seek occasional input.
- Uses tools or systems to manage tasks and responsibilities reliably.
- Follows through on commitments with little external intervention.

3. Building Independence

- Requires initial prompting or guidance to apply skills.
- Shows understanding of skills but needs occasional support to execute effectively.
- Inconsistently applies strategies, often depending on external reminders.
- Attempts problem-solving but frequently benefits from external validation or reassurance.
- Relies on structured tools or plans provided by others to succeed.

2. Needs Help

- Needs frequent guidance and direction to practice and apply skills.
- Struggles to initiate or sustain efforts without external structure.
- Often depends on others to identify priorities or clarify steps.
- Requires significant encouragement and monitoring to complete tasks.
- Demonstrates progress when supported but lacks consistency.

1. Untapped

- No awareness of strategies or skills in this area.
- Requires full introduction to concepts and tools.
- No attempts to apply strategies