



A PRACTICAL P4P GUIDE
Neurodiversity-friendly strategies for real life

10 ways to work with **time blindness**

Practical ways to make time more visible, plan more realistically, and arrive with less panic — built with and for neurodivergent people.

MAKE TIME EASIER TO SEE



"Supporting you in your pathway to success"

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10 WAYS TO WORK WITH TIME BLINDNESS

Time blindness is not carelessness

Many neurodivergent people find it hard to sense time passing, judge how long something will take, or feel a deadline as real until it's suddenly close. None of the ideas in this guide rely on willpower — each one moves time out of your head and puts it somewhere you can see, hear or touch. Try one for a week, then keep whatever earns its place.

NOW / NOT NOW

LATE STARTS

LOST HOURS

TRANSITIONS

OPTIMISTIC ESTIMATES

1

Make time physical

A clock you have to remember to check doesn't help much. Something you can see changing does.

- Use a visual timer, an analogue clock, or a progress bar you can glance at without stopping what you're doing
- Keep it in your eyeline — on the desk, not in a drawer or a phone you have to unlock
- Set it for one task at a time, not the whole day at once

If you can see time moving, you don't have to sense it.



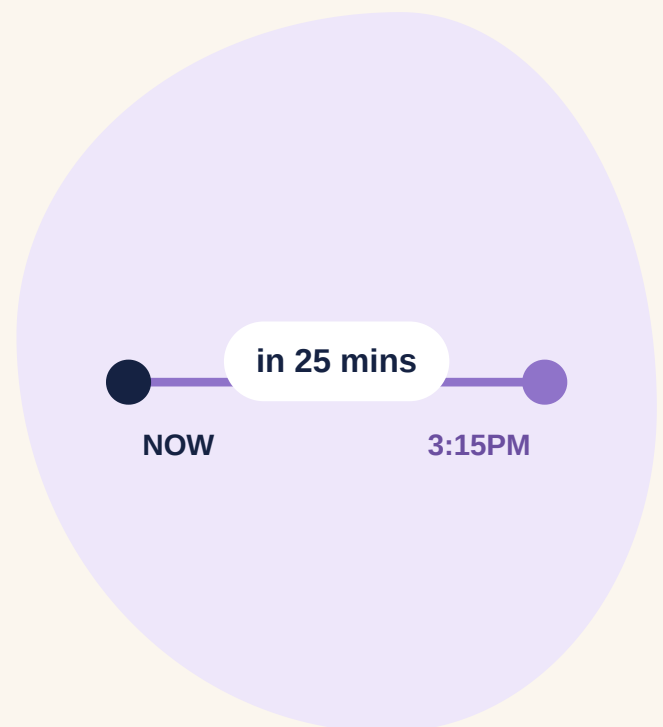
2

Translate future time

"Later" has no shape. A number of minutes does.

- Next to any plan, write the gap in minutes, not just the clock time — "3:15pm (in 25 mins)"
- Work out how many of your usual work sessions fit before you need to stop
- For anything that still feels unreal, start a countdown instead of just noting the time

Give the future a number, not just a name.



3

Anchor to events

A floating time is easy to miss. Something that already happens isn't.

- Tie the action to an event, not a clock — "after breakfast", "when the kettle boils"
- Pick anchors that happen most days, so the cue is reliable
- Keep one backup anchor for the days your routine changes

Let one thing that always happens trigger the next thing.



4

Use two-stage alarms

One alarm to notice, a second one to move.

- Set a "get ready" alarm and a separate "go" alarm, a few minutes apart
- Name each alarm with the action, not just a time — "Pack bag" / "Leave now"
- Pick a sound you'll actually notice, without it being jarring

An alarm should tell you what to do, not just that time has passed.

PREPARE
Pack your bag

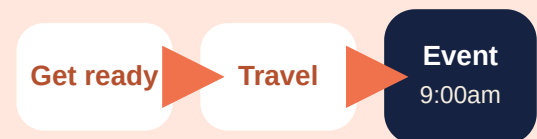
GO
Leave now

5 Plan backwards

Start at the moment that can't move, then work backwards.

- List everything between now and the fixed point — travel, gathering things, getting ready
- Put that real start time in your calendar, not just the event itself
- Add a small buffer where delays usually creep in

The deadline is the finish line, not the start line.



start from the fixed point



BUILD A BRIDGE

Between now and later

External cues can turn an invisible future into a sequence you can actually act on. The next few pages are about the gaps — the waiting, the switching, the stopping.

6

Protect transition space

Switching tasks takes time, even when nothing on the timetable admits it.

- Leave a real gap between two demanding activities, not back-to-back blocks
- Use that gap to finish, reset, and look at what's next
- Resist filling every spare minute — the gap is doing a job

**A transition isn't a delay.
It's part of the plan.**



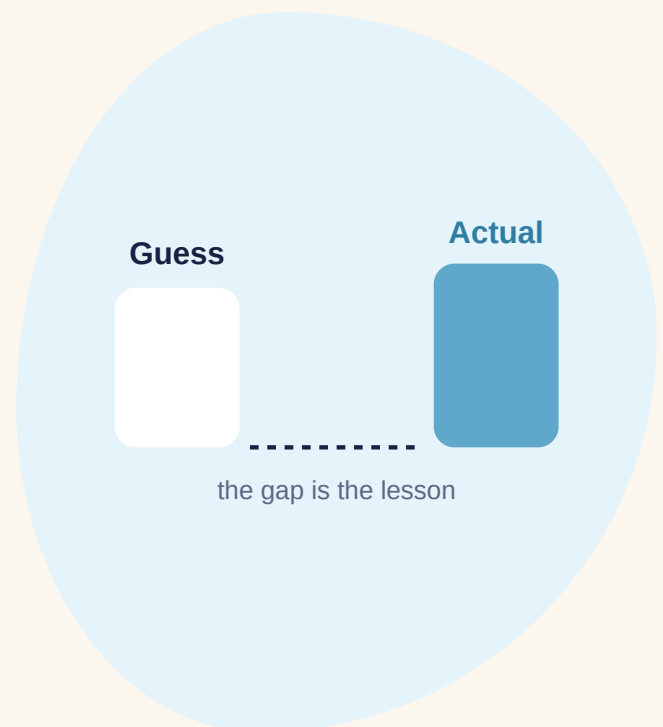
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Estimate, then learn

Treat your estimate as a guess you can improve, not a test you can fail.

- Before you start, guess how long the task will take
- Afterwards, write down what it actually took — no judgment, just the number
- After a few rounds, use the pattern, not the guess, to plan the next one

Better estimates come from evidence, not self-criticism.



8

Externalise waiting

Waiting can swallow your attention, or make you too afraid to start anything else.

- Set a named alarm for the exact moment you'll need to act
- Choose one contained task with a clear finish to do while you wait
- Keep anything you'll need to leave with already gathered by the door

You don't have to hold the appointment in your head — the alarm can hold it.



9

Create ending cues

Stopping can be as hard as starting, especially when you're absorbed.

- Set a timer that leaves five minutes to wrap up, not one that ends mid-task
- Write down the next step before you close anything down
- Pair the end with a small repeatable action, like packing your bag

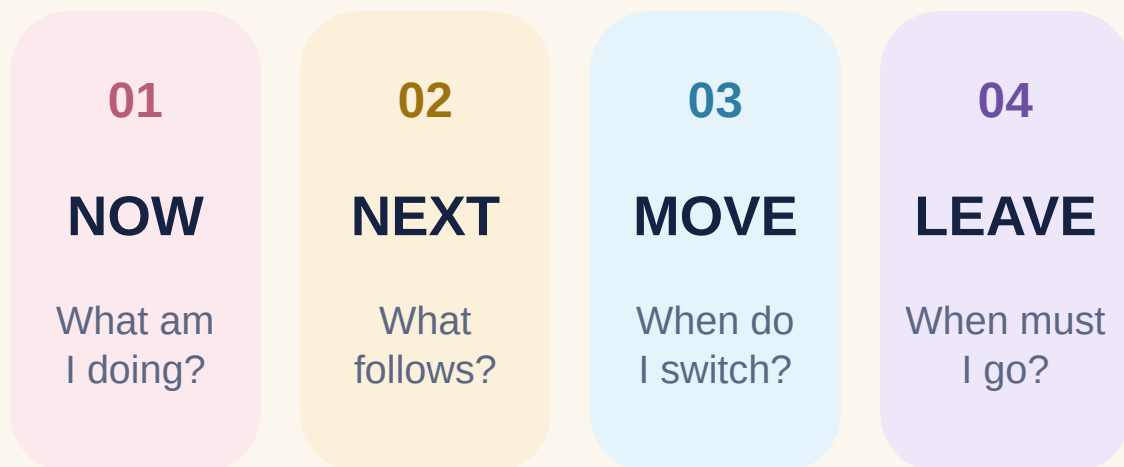


A clear finish protects the rest of your day.

10 Reset the timeline

Running late doesn't mean the whole day has failed — only that the plan needs a new starting point.

- Pause, and find the next fixed point ahead of you
- Remove, shorten, or move one non-essential task to make room
- If someone else is affected, send the update early, not at the deadline



The P4P Time Bridge — put the four answers somewhere visible, and set the leave cue first.

Re-plan from now, not from the morning you'd hoped for.



How P4P can help

P4P helps students and adults make time, tasks and transitions visible — building realistic planning systems, reminder routines, and practical ways to recover when a day changes.

1-to-1 Support

Specialist Mentoring

Strategy Coaching

Workshops & Resources

Access to Work

Podcast

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