

— Productivity Question Set —

EVALUATE:

- "How do you feel about your progress on your inquiry project work so far?"
- "How do you feel about your level of productivity? Are you able to stay on task?
 Are you completing what you want to complete?"

BUILD A RATIONALE:

Why do you want to be more productive? What would be the benefits?

IDENTIFY:

- "Is there a particular area in which you would like to receive support (i.e. finding quality resources, organizing research materials, minimizing distractions)?"
- "What has helped you stay on track up to this point?"
- "What distractions could keep you from making the progress you want to make in your inquiry?"

ENVISION SOLUTIONS:

- "How could you minimize or avoid distractions?"
- "How do you like to keep organized in your research?"
- "What would it look like if you were more focused and organized in your approach to your inquiry project work?"

BRAINSTORM RESOURCES:

- "Where could we find ideas and strategies for minimizing distractions?"
- "Who can help you with this?"
- "What can I do to help you?"

EXTEND:

 "What else do you think would help you in staying on-track and organized in your inquiry project work?"

NARROW & COMMIT:

"So which of these ideas and strategies would you like to try?"

PREDICT:

- "If you implement these strategies, what do you predict the results will be?
- "How would it feel to be more productive in your inquiry project work?"

NEXT STEPS:

"What are the next action steps you need to take to become more productive?"

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