

Executive Function, Self-Regulation, and Wellness

Scenarios for Professors

Enhancing Executive Function

Scenario 1: Task Prioritization and Time Management

- Prompt for ChatGPT: I have the following tasks this week: grade 30 legal memos, prepare for a faculty meeting, write a law review article outline, and hold office hours for 20 students. Help me create a prioritized to-do list and suggest time blocks for each task, considering the importance and urgency of each item.

Scenario 2: Breaking Down Complex Projects

- Prompt for ChatGPT: I need to revise the curriculum for my Advanced Legal Writing course. Break this project into manageable steps, create a timeline for completion over the next semester, and suggest milestones to track progress.

Improving Self-Regulation

Scenario 1: Overcoming Writer's Block

- Prompt for ChatGPT: I'm experiencing writer's block while working on a law review article about emerging issues in cybersecurity law. Suggest techniques to overcome this block, considering that I work best in the morning and prefer collaborative brainstorming.

Scenario 2: Managing Email Overload

- Prompt for ChatGPT: I'm struggling to manage my email inbox efficiently. Provide a system for organizing, prioritizing, and responding to emails that won't interfere with my teaching and research responsibilities.
- (Also note that apps like CoPilot are starting to integrate into programs like Outlook to make these tasks easier).

Accessing Wellness Resources

Scenario 1: Work-Life Balance Strategies

- Prompt for ChatGPT: Suggest strategies for maintaining work-life balance as a law professor. Include tips for setting boundaries, managing competing demands from

teaching, research, and service commitments, and incorporating regular self-care activities into a busy academic schedule.

Scenario 2: Stress Management for High-Pressure Periods

- Prompt for ChatGPT: Provide a comprehensive stress management plan for the weeks leading up to and during final exams. Include techniques for managing my own stress while supporting stressed students, maintaining a healthy lifestyle, and ensuring I can grade efficiently and fairly.

Promoting Healthy Habits

Scenario 1: Ergonomic Office Setup

- Prompt for ChatGPT: Suggest an ergonomic office setup for long hours of writing and grading. Include recommendations for desk height, chair settings, monitor placement, and accessories that can prevent strain and promote good posture.

Scenario 2: Incorporating Movement into Teaching

- Prompt for ChatGPT: Provide ideas for incorporating more movement into my teaching day. I typically teach 3-hour seminar classes and spend long periods sitting while preparing lessons and grading.