

Calendar Connections

A Functional Planning, Organization & Cognitive-Communication Activity

Plan it. Organize it. Remember it.

About This Activity

Calendar Connections is a functional cognitive-communication activity designed to strengthen essential everyday skills, including orientation, attention, memory, planning, organization, problem-solving, and executive functioning.

Using a monthly calendar and a collection of appointment and reminder cards, patients practice organizing daily responsibilities, managing schedules, and interpreting important information. This activity simulates real-life situations such as scheduling medical appointments, remembering social events, managing personal commitments, and planning daily activities.

The activity can be easily modified to accommodate various cognitive abilities and levels of independence, making it appropriate for adults receiving speech-language pathology services following a stroke, traumatic brain injury, or other neurological condition, as well as individuals experiencing cognitive decline.

Materials & Preparation

1. Print the monthly calendar and pages 2–4, which contain the appointment and reminder cards.
2. Laminate the calendar and appointment cards for repeated use.
3. Cut out each individual appointment and reminder card.
4. Provide the patient with the monthly calendar, selected cards, and a dry-erase marker.
5. Adjust the number and complexity of cards based on the patient's cognitive abilities.

Therapist Tip: Laminating the materials makes this activity reusable across multiple therapy sessions! Alternatively, the calendar and cards may be printed on regular paper for a one-time activity using a pencil or pen.

Lindsay Snyder M.S., CCC-SLP
Speech-Language Pathologist

How to Complete the Activity

Step 1: Review the Calendar

Present the monthly calendar and encourage the patient to identify the month, year, days of the week, and corresponding dates. Provide orientation cues as needed.

Step 2: Review the Appointment Cards

Give the patient several appointment or reminder cards. Ask the patient to read each card carefully and identify important details, including the date, time, and type of appointment or activity.

Step 3: Organize the Schedule

Instruct the patient to locate the appropriate date on the calendar and write the appointment or reminder in the corresponding box using a dry-erase marker. Encourage the patient to include all relevant information, particularly appointment times.

Step 4: Review & Self-Monitor

Once all appointments have been entered, ask the patient to review the calendar for accuracy. Encourage independent identification and correction of errors before providing assistance.

Step 5: Apply to Everyday Life

Use the completed calendar to facilitate functional questions and discussions, such as:

- What appointments do you have this week?
- Which day of the week is your doctor's appointment?
- Do you have more than one activity scheduled on the same day?
- What do you need to prepare before your appointment?
- Which days are available to schedule another activity?
- What would you do if two appointments were scheduled at the same time?
- How could you use a calendar like this at home?

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Cognitive-Communication Skills Targeted

- Orientation: Identifying the month, year, dates, and days of the week while strengthening temporal awareness.
- Attention: Sustaining attention to written information, locating dates, and shifting attention between appointment cards and the calendar.
- Executive Functioning: Planning, sequencing, organizing, prioritizing, and managing multiple scheduled responsibilities.
- Functional Memory: Practicing the use of an external memory aid to support recall of appointments and upcoming events.
- Problem-Solving: Identifying scheduling conflicts, recognizing errors, and determining appropriate solutions.
- Reading Comprehension: Interpreting written instructions, appointment information, dates, and times.
- Self-Monitoring: Reviewing completed work, recognizing mistakes, and using compensatory strategies to improve accuracy.
- Functional Independence: Promoting greater participation in managing personal schedules, medical appointments, and everyday responsibilities.

Clinical Application

This activity can be completed with varying levels of verbal, visual, or written cueing based on the patient's needs. Therapists are encouraged to document the patient's accuracy, level of assistance, ability to self-correct, and use of compensatory strategies. Calendar-based activities provide an opportunity to address cognitive-communication impairments through meaningful, functional tasks that directly relate to everyday independence, safety, and quality of life.

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Speech-Language Pathologist

MARCH 2026

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Scheduling Task Cards - Page 1



Riverbend
FAMILY MEDICINE

123 Health Way
Riverton, OR 97035
(503) 555-0187

Follow-up Visit



Tuesday, March 3, 2026



9:00 AM



Bright Smile
DENTAL

456 Maple Ave
Lakeside, OR 97035
(503) 555-0142

Teeth Cleaning



Thursday, March 5, 2026



2:30 PM



Vision Care Center
COMPLETE EYE CARE

Eye Exam



Monday, March 9, 2026



11:15 AM

CLEAR VISION. BRIGHTER DAYS.



Lakeside
LAB SERVICES

ACCURATE
RELIABLE
LOCAL CARE

Blood Work



Wednesday, March 11, 2026



8:00 AM



Harbor
PHYSICAL THERAPY

MOVE BETTER.
FEEL STRONGER.
LIVE WELL.

Therapy Session



Thursday, March 12, 2026



1:00 PM



Seaside
HEARING CLINIC

BETTER
HEARING
BRIGHTER
TOMORROWS

Hearing Check



Tuesday, March 17, 2026



10:45 AM



Green Leaf
PHARMACY

YOUR HEALTH
OUR PRIORITY

Medication Pickup



Thursday, March 19, 2026



4:00 PM



Gentle Paws
VETERINARY CLINIC

HEALTHY PETS
HAPPIER LIVES

Bella's Checkup



Saturday, March 21, 2026



3:15 PM



Scheduling Task Cards – Page 2

Please be ready by
12:30 PM on Sunday,
March 8, 2026.
We are leaving for Emma's
piano recital at 1:00 PM.
– Love, Tom



GOOD FOOD. GREAT COMPANY.

Lunch with Sarah

 Tuesday, March 10, 2026
 12:00 PM
 Cafe Magnolia



WORSHIP • FELLOWSHIP • COMMUNITY

Church Service & Potluck

 Sunday, March 15, 2026
 Ride arrives at 9:15 AM

Mom,
I will pick you up on
Friday, March 20, 2026
at 5:30 PM for dinner.
– Anna



GOOD BOOKS • GOOD CONVERSATION • ALL ARE WELCOME

Book Club

AT THE LIBRARY
 Tuesday, March 24, 2026
 6:00 PM



SERVICE APPOINTMENT

Cable Technician

 Thursday, March 26, 2026
 Arrival window:
1:00 PM – 3:00 PM



LOOK GOOD. FEEL GOOD.

Haircut

APPOINTMENT
 Friday, March 27, 2026
 10:00 AM



CHEER • SUPPORT • MAKE MEMORIES

Grandson's Soccer Game

 Saturday, March 28, 2026
 Game starts at 10:30 AM
 Leave by 9:45 AM