Sample Task Analyses - Return to School Skills

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| **TARGET SKILL: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **Positive reinforcement for independent skills: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | | | | | |
| Prompting   1. Independent 2. Model Prompt (show how to do step) 3. Gesture (point) 4. Partial physical (gentle guide at elbow) 5. Full Physical (hand over hand) | 1 | 2 | 3 | 4 | 5 |
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| **Printing First Name (four lettered name)** | | | | | |
| Prompting   1. Independent 2. Model Prompt (show how to do step) 3. Gesture (point to space where letter needs to go) 4. Partial physical (gentle guide at elbow) 5. Full Physical (hand over hand) | 1 | 2 | 3 | 4 | 5 |
| 1. Picks up pencil in correct hand |  |  |  |  |  |
| 2. Holds pencil in an appropriate grasp |  |  |  |  |  |
| 3. Places other hand on paper |  |  |  |  |  |
| 4. Places pencil point on line for first letter |  |  |  |  |  |
| 5. Prints the first letter |  |  |  |  |  |
| 6. Lifts pencil |  |  |  |  |  |
| 7. Places pencil point on line for second letter |  |  |  |  |  |
| 8. Prints the second letter |  |  |  |  |  |
| 9. Lifts pencil |  |  |  |  |  |
| 10. Places pencil point on line for third letter |  |  |  |  |  |
| 11. Prints third letter |  |  |  |  |  |
| 12. Lifts pencil |  |  |  |  |  |
| 13. Places pencil point on line for fourth letter |  |  |  |  |  |
| 14. Prints fourth letter |  |  |  |  |  |

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| **Packing a backpack – Load contents into backpack and close it**  **Positive Reinforcement:**  Will play 2 mins of “tag” when completed steps 1-5 independently  Will verbally acknowledge attempts if prompts are required | | | | | |
| Prompting   1. Independent 2. Model Prompt (show how to do step) 3. Gesture (point) 4. Partial physical (gentle guide at elbow) 5. Full Physical (hand over hand) | 1 | 2 | 3 | 4 | 5 |
| 1. Unzip backpack and leave open |  |  |  |  |  |
| 2. Take lunch bag from the counter and put in backpack |  |  |  |  |  |
| 3. Take water bottle from the counter and put in backpack |  |  |  |  |  |
| 4. Take Agenda/communication book from the counter and place in backpack |  |  |  |  |  |
| 5. Zip up backpack |  |  |  |  |  |

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| **Putting on a coat** | | | | | |
| Prompting   1. Independent 2. Model Prompt (show how to do step) 3. Gesture (point) 4. Partial physical (gentle guide at elbow) 5. Full Physical (hand over hand) | 1 | 2 | 3 | 4 | 5 |
| 1. Walks to closet |  |  |  |  |  |
| 2. Removes coat from hanger |  |  |  |  |  |
| 3. Takes coat to table |  |  |  |  |  |
| 4. Places coat on table with the front facing upward and the top facing child |  |  |  |  |  |
| 5. Slides both arms into coat arm hole |  |  |  |  |  |
| 6. Lifts arms over head |  |  |  |  |  |
| 7. Move arms backward and down in a circular motion |  |  |  |  |  |
| 8. Slides moving zipper tab to bottom |  |  |  |  |  |
| 9. Holds zipper tab at bottom of coat with one hand |  |  |  |  |  |
| 10. Grabs other side of zipper with other hand |  |  |  |  |  |
| 11. Slides small metal end of zipper into movable tab of zipper and pushes down as far as it will go |  |  |  |  |  |
| 12. Hold down metal end of zipper and pull movable tab of zipper upward to top of coat |  |  |  |  |  |

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| **Putting on boots** | | | | | |
| Prompting   1. Independent 2. Model Prompt (show how to do step) 3. Gesture (point) 4. Partial physical (gentle guide at elbow) 5. Full Physical (hand over hand) | 1 | 2 | 3 | 4 | 5 |
| 1. Goes to boot rack |  |  |  |  |  |
| 2. Finds own pair of boots |  |  |  |  |  |
| 3. Picks up own boots |  |  |  |  |  |
| 4. Finds an empty space on the floor |  |  |  |  |  |
| 5. Places boots correctly on the floor |  |  |  |  |  |
| 6. Sits on floor behind boots |  |  |  |  |  |
| 7. Picks up one boot with two hands by the top with thumbs inside boot and other fingers outside boot |  |  |  |  |  |
| 8. Bends knee |  |  |  |  |  |
| 9. Places boot over toes |  |  |  |  |  |
| 10. Pulls boot over heel |  |  |  |  |  |
| 11. Straightens leg |  |  |  |  |  |
| 12. Places foot flat on floor |  |  |  |  |  |
| 13. Pushes down with body weight to ensure heel touches bottom of shoe sole |  |  |  |  |  |
| 14. Picks up other boot with two hands by the top with thumbs inside boot and other fingers outside boot |  |  |  |  |  |
| 15. Bends other knee |  |  |  |  |  |
| 16. Places boot over toes |  |  |  |  |  |
| 17. Pulls boot over other heel |  |  |  |  |  |
| 18. Straightens other leg |  |  |  |  |  |
| 19. Places foot flat on floor |  |  |  |  |  |
| 20. Pushes down with body weight to ensure heel touches bottom of shoe sole |  |  |  |  |  |