

Time:	Activity:	Targeted Skill to Teach:	Structure and/or Modification	Reinforcement, Motivation	Sensory Strategy	Communication, Social Skills	Data Collection	Generalization Plan
Entry to work	Check in to the office	Independently greet job coach and employer	Review with XXXXXX his visual work system prior to entry into the office, the process of greeting: <ul style="list-style-type: none"> • Say hello • Smile • Wave 	Response back from his employer and job coach	Structured work area Headphones	Social Story: <ul style="list-style-type: none"> • Tells XXXXXX that it is important to say hello to his employer and why. • Tells XXXXXX that sometimes there are extra people who come into the office 	<ol style="list-style-type: none"> 1. Through JC gesture, XXXXXX will greet his employer 2. Emerging social skill to say hello (may make eye contact, but doesn't say anything) 3. Mastery, XXXXXX will initiate social greeting with employer without prompt 	With parishioners that may visit the office
Start first task of the day	Set up work site	Independently set up work site using visual tools	Visual/picture of how to set up work site, i.e. Shredding	Checking off his visual/picture that all the parts are in place to start work	Structured work area Headphones	Social Story: <ul style="list-style-type: none"> • Tells XXXXXX that sometimes there are extra people who come into the office 	<ul style="list-style-type: none"> • Through JC gesture of schedule, knows where to start • Emerging skills starts but needs reminding to continue • Mastery, XXXXXX will initiate task without prompt 	Use the same tool to with new work tasks in the future
Completion of task	Knows when the task is finished	Independently finish and cleanup to transition to the next	Premeasured time or amount that XXXXXX needs to complete independently	Checking off his visual/picture that all the parts are in place to complete work	Structured work area Headphones	Social Story: <ul style="list-style-type: none"> • Tells XXXXXX that sometimes there isn't enough work in one area, and we need to work on something else 	<ul style="list-style-type: none"> • Through JC gesture of schedule, know when to stop or transition • Emerging skills starts but doesn't finish completion of work • Mastery, XXXXXX will initiate completion of task without prompt 	Use the same tool to with new work tasks in the future
Transition from one task to the next	Know when one task is finished, reviews schedule that identifies the next for XXXXXX to start	Independently move from completed task to the next task on his visual system	Removes completed task icon to the finished pocket and starts the next task on the schedule	Checking off his visual/picture that all the parts are in place to complete work	Structured work area Headphones	Social Story: <ul style="list-style-type: none"> • Tells XXXXXX that sometimes there isn't enough work in one area, and we need to work on something else 	<ul style="list-style-type: none"> • Through JC gesture of schedule, know when to transition to new task • Emerging skills transitions but doesn't set up for new work task • Mastery, XXXXXX will initiate and complete task without prompt 	Use the same tool to with new work tasks in the future
Ends his day of work	Knows when work is done	Independently cleans up work area	Removes completed task icon to the finished pocket and gets ready to go home	Checking off his visual/picture that all the parts are in place to complete work	Structured work area Headphones	Social Story: <ul style="list-style-type: none"> • Tells XXXXXX that sometimes there isn't enough work in one area, and we need to work on something else 	<ul style="list-style-type: none"> • Through JC gesture of schedule, know when to transition to new task • Emerging skills transitions but doesn't set up for new work task • Mastery, XXXXXX will initiate and complete task without prompt 	Use the same tool to with new work tasks in the future