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| **ORGANIZATIONAL SKILLS**  Skills include arranging for the care & storage of clothing, food items & other household items. Also works on maintaining security of legal/financial documents, contact lists and use of a calendar for scheduling activities and using the postal system. | **MONEY MANAGEMENT**  This section includes skills related to developing a budget, spending money wisely, how to use bank services and how to manage bills. This section reviews a wide variety of money management and financial planning skills necessary to live independently. |
| **SELF CARE**  This section reviews a wide range of self care & health related skills including bathing, hair care, shaving routines. Also assesses how to deal with colds/other illnesses, how to refill prescriptions & take medications. Also looks at maintaining clean clothes. | **INDEPENDENT SHOPPING**  Includes a variety of skills related to purchasing food, clothing and other items. Learner works on determining need for item, budgeting issues, use of coupons, overall value of purchase, using a debit/credit card and online shopping skills. |
| **MAINTENANCE & CLEANING**  Skills include how to clean counters, sinks, floors, carpeting & how to clean up spilled items. It is essential to know how to safely clean all items in a kitchen, bedroom and living room. Also looks at maintaining a comfortable temperature in a residence. | **PERSONAL MANAGEMENT**  Several understanding of personal skills are covered including being aware of strengths/weaknesses, controlling emotions, whom to ask for advice and how to resolve problem situations related to interactions with others. |
| **MECHANICS & REPAIR**  Skills include how and when to use a wide variety of tools, how to replace light bulbs, batteries and clean up broken glass. Other skills assessed relate to making common repairs to toilets, drains and safety in using electricity. | **SAFETY**  This section reviews a wide variety of critical safety-related skills such as identifying sharp items, poisonous substances and how to get assistance. Also covers fire safety and avoiding unsafe situations when traveling and with strangers. |
| **COMMUNITY TRAVEL**  Learners will be able to determine when stores will be open, how to use a map/map app to travel to locations. Also covers pedestrian safety skills and use of bicycles for travel. | **PROBLEM SOLVING**  A general set of problem solving skills are addressed in this section. This section includes numerous items to determine a learner’s ability to solve problems related to a variety of situations often encountered in life. Also works on developing strategies to deal with issues. |
| **TRANSPORTATION**  This section reviews buying tickets/passes for public transportation as well as how to use those systems. Also covers conducting basic auto maintenance routines and determining if others are operating the vehicle in a safe manner. | **SOCIAL INTERACTIONS**  This section covers basic social interaction skills including greeting, introducing self, etc. Also addresses subtle nuances in starting, maintaining and ending conversations and identifying and dealing with misunderstandings. |
| **KITCHEN TOOLS & APPLIANCES**  Covers skills of using measuring cups & spoons, safely using knives, food choppers/graters and how to safely use a variety of appliances. Also addresses the ability to safely cook foods on/in a stove. | **LIVING WITH OTHERS**  This section looks at sharing maintenance responsibilities, arranging scheduled activities and negotiating purchases of communal supplies. Other items addressed are respecting privacy, interacting appropriately with visitors and negotiation skills. |
| **FOOD & MEAL PLANNING**  Skills covered include planning meals, reviewing existing food supplies and preparing a shopping list. Also works on how use a variety of cooking methods to prepare foods and understanding how to properly handle and store food items. | **INTERPERSONAL RELATIONSHIPS**  Skills related to relationships in general and knowledge of issues related to sexual interactions are reviewed. This includes understanding friendships, dating & marriage and boundaries within these areas. Also looks at sexual behavior, its relationship to reproduction and sexual exploitation. |

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