**Basic Living Skills**

**Self-Management:** (Pages 1-6)

SM1-3 = Major Behavior Issues

SM4-6 = Generalize and Cooperation

SM7-20 = Flexibility

SM21-25 = Rules of Conduct

**Basic Communication:** (Pages 7-11)

BC1-8 = Receptive and Mands

BC9-14 = Tacts

BC15-18 = Intraverbals

BC19-22 = Read and Write

**Dressing:** (Pages 12-18)

DR1-14 = Taking Items On/Off

DR15-21 = Fasteners

DR22-25 = Adjustments to Clothing

DR26-32 = Selection of Clothing

DR31-35 = Female Dressing Items

DR36-37 = Male Dressing Items

**Toileting:** (Pages 19-25)

TL1-6 = Pre-Toilet Trained

TL7-12 = Uses Toilet

TL13-20 = Independence in Bathroom Care

TL21-33 = Public Restroom Use

TL34-38 = Female Toileting Items

TL39-41 = Male Toileting Items

**Grooming:** (Pages 26-32)

GR1-12 = Washing and Brushing Teeth

GR13-24 = Clip Nails, Deodorant, Comb, Blow Nose, Mirror, Glasses, etc.

GR25-28 = Female Grooming Items

GR29-34 = Male Grooming Items

**Bathing:** (Pages 33-35)

BT1-13 = Bathing Skills

**Health, Safety and First Aid:** (Pages 36-43)

HS1-5 = Water safety

HS6-11 = Identify Dangerous Situations

HS12-17 = Basic First Aid

HS18-22 = Emergencies

HS23-25 = Sun Screen and Hydration

HS26-36 = Medical Procedures

HS37-39 = Allergen Avoidance

**Nighttime Routine:** (Pages 44-46)

NR1-14 = Nighttime Routine Skills

**Home Skills**

**Meals at Home:** (Pages 1-5)

MH1-6 = Utensils

MH7-15 = Drink and Serve

MH16-25 = Manners

MH26-27 = Cleaning up

**Dishes:** (Pages 6-9)

DS1-18 = Dish Washing Skills

**Clothing and Laundry:** (Pages 10-14)

CL1-5 = Washing Clothes

CL6-12 = Dryer Use

CL13-25 = Put Away Items

CL26-30 = Hanging Up Items

**Housekeeping and Chores:** (Pages 15-20)

HC1-5 = Care of Personal Items

HC6-9 = Trash

HC10-15 = Clean Surfaces

HC16-19 = Bedding

HC20-28 = Dust and Clean

HC29-34 = Pets, Plants, Outdoors

**Household Mechanics:** (Pages 21-26)

HM1-12 = Windows and Doors

HM13-18 = Tools

HM19-23 = Knowledge of Rooms

HM24-35 = Repairs and Letters

**Leisure:** (Pages 27-32)

LS1-10 = Operate Items and Independence

LS11-25 = Group Skills

**Kitchen:** (Pages 33-40)

KT1-11 = Open Containers and Put Away Items

KT12-16 = Identify and Locate Items

KT17-23 = Transfer, Clean Up and Discard Items

KT24-26 = Can Openers

KT27-33 = Knives

KT34-37 = Measuring

**Cooking:** (Pages 41-51)

CG1-12 = Pour, Stir and Cold Foods

CG13-21 = Heat Foods, Microwave, Toaster

CG22-30 = Flames and Boiling Water

CG31-39 = Cooking

CG40-43 = Timers and Meal Planning

**Community Participation**

**Basic Mobility:** (Pages 1-8)

MB1-19 = Walking and Streets

MB20-28 = Auto

MB29-36 = Revolving Doors, Escalator and Elevator Use

MB37-41 = Public Transportation

**Community Knowledge:** (Pages 9-14)

CK1-9 = Street and Safety Signs, Community Helpers

CK10-15 = Personal Information

CK16-32 = Describes Surroundings, Asks for Assistance

**Shopping:** (Pages 15-23)

SH1-7 = Vending Machines

SH8-32 = Grocery Stores

SH33-39 = Clothing

SH40-48 = Clerk Interactions, Purchasing

**Eat In Public:** (Pages 24-28)

EP1-8 = General Eating Skills

EP9-16 = Fast Food Restaurants

EP17-27 = Seated Restaurants

**Money:** (Pages 29-31)

MO1-15 = Money Skills

**Phone:** (Pages 32-36)

PH1-29 = Phone Use

**Time:** (Pages 37-40)

TS1-6 = Timers and Schedule

TS7-9 = Time of Day

TS10-17 = Clocks

TS18-20 = Calendar

**Social Awareness and Manners:** (Pages 41-50)

SA1-47 = Social Skills

**School Skills**

**Classroom Mechanics:** (Pages 1-3)

CM1-18 = Pens, Pencils, Staplers, Highlighters, 3-Hole Punch, Binders

**Meals at School:** (Pages 4-9)

MS1-12 = Open Containers, Utensils and Napkins

MS13-18 = Manners

MS19-22 = Clean Up

MS23-30 = Cafeteria Skills

MS33-34 = Independent Skills in Cafeteria

**Routines and Expectations:** (Pages 10-19)

RE1-19 = Self-Contained Classrooms

RE20-25 = Walking on Campus

RE26-32 = School Schedules and Bells

RE33-38 = Flexibility Issues

RE39-46 = Group Participation

RE47-54 = Organizational Skills

**Social Skills:** (Pages 20-26)

SS1-15 = Greetings, Eye Contact and Playground Skills

SS16-22 = Conversation and Joining Activities

SS23-27 = Handling Problem Interactions

SS28-35 = School Culture

**Technology:** (Pages 27-35)

TN1-5 = Tablets

TN6-18 = Basic Computer Skills

TN19-24 = Formatting Documents

TN25-28 = File Management and Back Up

TN29-31 = Laptop and Pad Management

TN32-39 = Advanced Computer

**Common Knowledge:** (Pages 36-44)

KC1-5 = School Objects

KC6-15 = School People and Places

KC16-22 = Directions and Adjectives

KC23-35 = Time and Calendar

KC36-40 = Weather and Seasons

KC41-48 = Geography

KC49-51 = Community Events

**Core Academics:** (Pages 45-53)

CA1-11 = Reading

CA12-23 = Writing, Spelling and Punctuation

CA24-37 = Math

CA38-47 = Money

CA48-51 = Time

**School Skills**

**Applied Academics:** (Pages 54-67)

AA1-10 = Classroom Participation

AA11-24 = Reading Comprehension, Note Taking, Highlighting, Summarizing

AA25-AA38 = Graphs, Tables, Calculations, Measurements

AA39-44 = Alphabetical Order, Dictionaries, Thesaurus

AA45-50 = Index and Table of Contents

AA51-55 = Test Taking

**Vocational Skills**

**Job Search:** (Pages 1-5)

JS1-6: Awareness of Personal Attributes

JS7-18: Looking for Jobs

JS19-25: Applying for Jobs

**Interview:** (Pages 6-10)

IN1-10: Preparing for Interview

IN11-22: Participating in an Interview

**Basic Skills:** (Pages 11-18)

BS1-10: Following Directions and Learning New Skills

BS11-20: Dependability

BS21-27: Cleanliness and Personal Management

BS28-32: Dealing with Problem Situations

BS33-37: Forms and Following of Work Protocol

BS38-44: Social Interaction Issues

**Coworker Relations:** (Pages 19-22)

CR1-5: Workplace Hierarchy

CR6-7: Common Social Workplace Interactions

CR8-15: More Difficult Workplace Interactions

**Workplace Safety:** (Pages 23-29)

WS1-5: Fall Prevention

WS6-10: Hazards Related to Touching

WS11-20: Identification of Various Hazards

WS21-23: Use of Safety Equipment

WS24-26: Responding to Emergencies

WS27-35: Physical Skills

**Fixed Activity Skills:** (Pages 30-31)

FA1-3: Sort and Count

FA4-7: Paper Skills

FA8-9: Assembly Skills

**Custodial and Cleaning:** (Pages 32-39)

CC1-CC9: Specific Cleaning Issues

CC10-14: Hotel Housekeeping

CC15-22: Cleaning Floors

CC23-26: General Cleaning Issues

CC27-36: Repair and Resupply

CC37-41: Building Environment and Meetings

CC42-47: Safety and Security Issues

**Laundry:** (Pages 40-41)

LY1-14: Laundry

**Vocational Skills**

**Retail:** (Pages 42-45)

RT1-5: Product and Box Issues

RT6-8: Pricing Skills

RT9-13: Clothing Related

RT14-16: Maintaining Store

RT17-22: Interactions with Customers

**Support Personnel:** (Pages 46-47)

SP1-6: Support Personnel

**Office Skills:** (Pages 48-55)

OF1-17: Office Machines and Tools

OF18-27: Mailing Skills

OF28-32: Filing System Skills

OF22-35: Inventory Management Skills

OF36-38: Phone Skills and Responding to Customer Inquiries

OF39-40: Confidentiality Issues

**Computer Skills:** (Pages 56-61)

CP1-31: Computer Skills

**Restaurant Skills:** (Pages 62-68)

RS1-10: Bussing Tables and Washing Dishes

RS11-16: Restaurant Upkeep

RS17-26: Food Handling and Preparation

RS27-33: Wait Staff

**Restaurant Kitchen:** (Pages 69-72)

RK1-10: Kitchen Skills

RK11-15: Hygiene

RK16-23: Cooking

**Warehouse:** (Pages 73-75)

WH1-6: Identify Products and Preparing for Shipping

WH7-11: Managing Receipt of Product Inventory

WH12-13: Moving Products with Machinery

**Tools:** (Pages 76-81)

TO1-18: Hand Tools

TO19-28: Power Tools

TO29-30: Tool Knowledge

**Vocational Skills**

**Trades and Construction:** (Pages 82-89)

TC1-2: General Construction

TC3-9: Painting

TC10-15: Plumbing

TC16-23: Wiring and Electrical

TC24-27: Drywall

TC28-31: Roofing

TC32-36: Carpeting

TC37-40: Automotive

**Landscaping:** (Pages 90-93)

LN1-5: Plant Maintenance

LN6-11: Use of Garden Hand Tools

LN12-15: Garden Related Machinery Tools

**Independent Living Skills**

**Organizational Skills:** (Pages 1-5)

OS1-5: Home Organization

OS6-14: Planning

OS15-19: Reliability

OS20-23: Mail

**Self-Care:** (Pages 6-12)

SC1-6: Hygiene

SC7-11: Clothing

SC12-20: Health

SC21-29: Medicine

SC30-37: Menstrual Periods

**Maintenance & Cleaning:** (Pages 13-19)

MC1-14: General Cleaning

MC15-17: Bedroom

MC18-24: Kitchen

MC25-31: Bathroom

MC32-36: Maintenance

**Mechanics and Repairs:** (Pages 20-23)

MR1-10: Mechanics

MR11-21: Repairs

**Community Travel:** (Pages 24-28)

CT1-13: Travel Planning

CT14-21: Pedestrian

CT22-26: Bicycle

**Transportation:** (Pages 29-35)

TR1-9: Public Transportation

TR10-14: Cars

TR15-24: Driving

TR25-37: Air Travel

**Kitchen Tools and Appliances:** (Pages 36-40)

KA1-9: Kitchen Mechanics

KA10-23: Kitchen Appliances

**Food and Meal Planning:** (Pages 41-45)

FM1-8: Food Handling

FM9-14: Cooking

FM15-19: Meal Planning

**Money Management:** (Pages 46-52)

MM1-10: Banking

MM11-16: Spending and Budgeting

MM17-23: Bills

MM24-30: Financial Safety

**Independent Living Skills**

**Independent Shopping:** Pages 53-56)

IS1-8: Shopping

IS9-20: Purchasing

**Personal Management:** (Pages 57-63)

PM1-5: Self Awareness

PM6-8: Self Control

PM9-16: Self Advocacy

PM17-25: Understanding Others

PM26-30: Conflict

**Safety:** (Pages 64-70)

ST1-4: Medical

ST5-7: Physical Safety

ST8-10: Home Safety

ST11-22: Fire and Burn Prevention

ST23-25: People Safety

ST26-34: Personal

**Problem Solving:** (Pages 71-75)

PS1-6: Seeking Help

PS7-14: Specific Problems

PS15-19: Online and Money

**Social Interactions:** (Pages 76-81)

SI1-9: Manners

SI10-15: Group Participation

SI16-25: Conversations

SI26-29: Safety

**Living With Others:** (Pages 82-84)

LO1-14: Basic

LO15-18: Visitors

**Interpersonal Relationships:** (Pages 85-91)

IR1-8: Friends and Dating

IR9-14: Awareness of Sexual Advances

IR15-19: Sexual Knowledge

IR20-23: Reproductive Cycle

IR24-27: Online Relationships

IR28-34: Sexual Safety