

Functional Activities Curricular Framework

Developed by Moreno Valley Unified School District

This curricular framework is organized to reflect those age-appropriate functional activities which are frequently demanded in the following environments/settings:

- Domestic
- Recreation/Leisure
- Community
- Vocational

The primary purpose of this framework is twofold: (1) to assist the teacher, parent, specialist, and other IEP team member in making decisions regarding the development of the IEP, and (2) serve as a guideline for developing age-appropriate classroom activities.

Within each of the four curricular domains noted above, the activities are listed by goal areas and are categorized by age groups to assist in determining appropriate activities. Basic skills/functions (i.e., eating, toileting and associated functions, expressive/receptive communication, fine/gross motor/mobility, social/appropriate behavior, and functional academics) are not addressed as separate domains or goal areas as they are intended to be taught as a part of functional activities.

The order in which you will find these activities does not reflect a particular hierarchy for teaching. The activities listed for each age grouping are those that would have a high probability of being needed in the future as students take on their individual roles in the home, community, and workplace. Each activity is written in a format that can be incorporated into the actual writing of a specific IEP objective.

The curricular framework is recommended for all students regardless of the nature or severity of their handicap. It is educationally more advantageous for a student to partially participate in an activity to whatever extent he/she is capable than to be excluded from participation.

Selection of activities from the framework should be flexible and based on individualized needs, rather than from a standardized sequence. When selecting curricular content for each student, this framework is intended to be used as a part of the parent/care-provider interview process. Before the interview, it can be used to assess present performance levels. During the interview it can be used to help parents/care-providers determine preferred critical activities.

When making the final decision for selecting activities for instruction, the activities selected from the framework should be those which have a high probability of impacting the quality of life for a given student (i.e., the activity is a student and/or parent/care-provider preference, age-appropriate, frequently occurs in a variety of environments, increases interaction with non-handicapped individuals, etc.) This ensures that activities are selected because they are most meaningful and appropriate to an individual student.

FUNCTIONAL ACTIVITIES

GOAL AREA	Preschool (ages 3-5)	Elementary (ages 6-10)	Intermediate (ages 11-13)	Secondary (ages 14-18)	Post Secondary (ages 18-22)
Eating and Food Preparation	<ul style="list-style-type: none"> • Feed Self • Drink from a glass • Eat with utensils • Use knife for spreading and cutting • Pour Liquids • Request Items • Pass Items • Serve self • Carry Plates • Display acceptable table manners • Eat a meal or snack • Prepare a snack • Clean up after snack • Clear table 	<ul style="list-style-type: none"> • Feed Self • Drink from a glass • Eat with utensils • Use knife for spreading and cutting • Pour Liquids • Request Items • Pass Items • Serve self • Carry Plates • Display acceptable table manners • Eat a meal or snack • Prepare a snack • Clean up after snack • Clear table • Plans meals • Use appliances • Prepare meals not requiring cooking • Read simple recipes • Set timer • Measure Ingredients • Dictate Shopping List • Select from basic food group • Plan simple breakfast or lunch • Look up price and estimate cost of items • Identify common kitchen implements and pans • Serve food on plates • Wash dishes • Dry dishes and put them away • Dispose of garbage/trash appropriately • Clean sink and counter • Take care of leftovers 	<ul style="list-style-type: none"> • Feed Self • Drink from a glass • Eat with utensils • Use knife for spreading and cutting • Pour Liquids • Request Items • Pass Items • Serve self • Carry Plates • Display acceptable table manners • Eat a meal or snack • Prepare a snack • Clean up after snack • Clear table • Plans meals • Use appliances • Prepare meals not requiring cooking • Read simple recipes • Set timer • Measure Ingredients • Write Shopping List • Adjust burner/stove • Adjust Oven • Select from basic food groups • Estimate dollar amount of food items • Plan simple breakfast or lunch • Look up price and estimate cost of items • Identify common kitchen implements and pans • Plan balanced meals • Set table • Serve food on plates or serving dishes • Prepare a simple meal • Wash dishes • Dry dishes and put them away • Dispose of garbage/Trash appropriate • Clean sink and counters • Take care of leftovers • Clean refrigerator 	<ul style="list-style-type: none"> • Feed Self • Drink from a glass • Eat with utensils • Use knife for spreading and cutting • Pour Liquids • Request Items • Pass Items • Serve self • Carry Plates • Display acceptable table manners • Eat a meal or snack • Prepare a snack • Clean up after snack • Clear table • Plans meals • Use appliances • Prepare meals not requiring cooking • Read simple recipes • Set timer • Measure Ingredients • Write Shopping List • Adjust burner/stove • Adjust Oven • Select from basic food groups • Estimate dollar amount of food items • Plan simple breakfast or lunch • Look up price and estimate cost of items • Identify common kitchen implements and pans • Plan balanced meals • Set table • Serve food on plates or serving dishes • Prepare a simple meal • Wash dishes • Dry dishes and put them away • Dispose of garbage/Trash appropriate • Clean sink and counters • Take care of leftovers • Clean refrigerator 	<ul style="list-style-type: none"> • Feed Self • Drink from a glass • Eat with utensils • Use knife for spreading and cutting • Pour Liquids • Request Items • Pass Items • Serve self • Carry Plates • Display acceptable table manners • Eat a meal or snack • Prepare a snack • Clean up after snack • Clear table • Plans meals • Use appliances • Prepare meals not requiring cooking • Read simple recipes • Set timer • Measure Ingredients • Write Shopping List • Adjust burner/stove • Adjust Oven • Select from basic food groups • Estimate dollar amount of food items • Plan simple breakfast or lunch • Look up price and estimate cost of items • Identify common kitchen implements and pans • Plan balanced meals • Set table • Serve food on plates or serving dishes • Prepare a simple meal • Wash dishes • Dry dishes and put them away • Dispose of garbage/Trash appropriate • Clean sink and counters • Take care of leftovers • Clean refrigerator
Toileting	<ul style="list-style-type: none"> • Indicate need for toilet • Take self to toilet • Seat self on toilet • Use toilet paper • Use private and public toilet • Wash hands and face • Habit trained 	<ul style="list-style-type: none"> • Locate the appropriate toilet • Use toilet paper • Use private and public toilet • Wash hands and face • Habit trained 	<ul style="list-style-type: none"> • Locate the appropriate toilet • Use toilet paper • Take care of personal hygiene • Use private and public toilet • Wash hands and face • Habit trained 	<ul style="list-style-type: none"> • Take care of all toilet needs • Use toilet paper • Take care of personal hygiene • Use private and public toilet • Wash hands and face 	<ul style="list-style-type: none"> • Take care of all toilet needs • Take care of personal hygiene • Use private and public toilet • Wash hands and face

FUNCTIONAL ACTIVITIES

GOAL AREA	Preschool (ages 3-5)	Elementary (ages 6-10)	Intermediate (ages 11-13)	Secondary (ages 14-18)	Post Secondary (ages 18-22)
Safety and Health	<ul style="list-style-type: none"> Exit home/building for fire Follow safety rules Request help <ul style="list-style-type: none"> Respond appropriately to stranger Report hazardous situations 	<ul style="list-style-type: none"> Exit home/building for fire Follow safety rules Request help Avoid hazardous situations Respond appropriately to fire alarm Make emergency phone calls Identify self <ul style="list-style-type: none"> Deliver message for help Respond appropriately to stranger Report hazardous situations Take medication Carry and use I.D. card Do minor first aid Dials 911 and report emergencies React appropriate if lost in community 	<ul style="list-style-type: none"> Exit home/building for fire Follow safety rules Request help Avoid hazardous situations Respond appropriately to fire alarm Make emergency phone calls Identify self Care for minor injuries State name, address, and phone number Respond appropriately to stranger Report hazardous situations Take medication Carry and use I.D. card Do minor first aid Dials 911 and report emergencies React appropriate if lost in community 	<ul style="list-style-type: none"> Exit home/building for fire Follow safety rules Request help Avoid hazardous situations Respond appropriately to fire alarm Make emergency phone calls Identify self Care for minor injuries State name, address, and phone number Respond appropriately to stranger Report hazardous situations Take medication Carry and use I.D. card Do minor first aid Dials 911 and report emergencies React appropriate if lost in community 	<ul style="list-style-type: none"> Exit home/building for fire Follow safety rules Request help Avoid hazardous situations Respond appropriately to fire alarm Make emergency phone calls Identify self Care for minor injuries State name, address, and phone number Respond appropriately to stranger Report hazardous situations Take medication Carry and use I.D. card Do minor first aid Dials 911 and report emergencies React appropriate if lost in community
Caring for Others	<ul style="list-style-type: none"> Show consideration for others feelings 	<ul style="list-style-type: none"> Show consideration for others feelings Offer Assistance Respect privacy rights of others 	<ul style="list-style-type: none"> Show consideration for others feelings Offer Assistance Respect privacy rights of others 	<ul style="list-style-type: none"> Show consideration for others feelings Offer Assistance Respect privacy rights of others Help with child care Help the neighbors with chores Volunteer at hospital Volunteer in community 	<ul style="list-style-type: none"> Show consideration for others feelings Offer Assistance Respect privacy rights of others Help with child care Help the neighbors with chores Volunteer at hospital Volunteer in community
Budgeting, Planning, and Scheduling	<ul style="list-style-type: none"> Prepare for outings 	<ul style="list-style-type: none"> Prepare for outings Schedule daily/weekly events Use a watch 	<ul style="list-style-type: none"> Prepare for outings Schedule daily/weekly events Use a watch Plan social activities Manage allowance Budget won money Read daily time schedule 	<ul style="list-style-type: none"> Prepare for outings Schedule daily/weekly events Use a watch Plan social activities Manage allowance Budget won money Read daily time schedule Keep scheduled appointments Budget household money 	<ul style="list-style-type: none"> Prepare for outings Schedule daily/weekly events Use a watch Plan social activities Manage allowance Budget won money Read daily time schedule Keep scheduled appointments Budget household money Organize, schedule, carry out social event
Grooming and Dressing	<ul style="list-style-type: none"> Brush teeth Wash hand/face Turn faucet on/off Brush/Comb hair Hang up jacket Dress/Undress 	<ul style="list-style-type: none"> Brush teeth Wash hand/face Turn faucet on/off Brush/Comb hair Hang up jacket Dress/Undress 	<ul style="list-style-type: none"> Brush teeth Wash hand/face Turn faucet on/off Brush/Comb hair Hang up jacket Dress/Undress 	<ul style="list-style-type: none"> Brush teeth Wash hand/face Turn faucet on/off Brush/Comb hair Hang up jacket Dress/Undress 	<ul style="list-style-type: none"> Brush teeth Wash hand/face Turn faucet on/off Brush/Comb hair Hang up jacket Dress/Undress

FUNCTIONAL ACTIVITIES

GOAL AREA	Preschool (ages 3-5)	Elementary (ages 6-10)	Intermediate (ages 11-13)	Secondary (ages 14-18)	Post Secondary (ages 18-22)
<p>Grooming and Dressing (Continued)</p>	<ul style="list-style-type: none"> • Maintain appearance • Dress in select items • Pull garment over head • Put arms in/out • Push garment down • Pull garment up • Fasten garments - zip, snap, button • Pull socks on/off • Put shoes on/off • Place front/back correctly 	<ul style="list-style-type: none"> • Maintain appearance • Dress in select items • Pull garment over head • Put arms in/out • Push garment down • Pull garment up • Fasten garments - zip, snap, button • Pull socks on/off • Put shoes on/off • Place front/back correctly • Tie shoes • Adjust hot/cold water • Bathe/Dry self • Shower • Shampoo hair • Clean nails • Care for skin • Care for nails 	<ul style="list-style-type: none"> • Maintain appearance • Dress in select items • Pull garment over head • Put arms in/out • Push garment down • Pull garment up • Fasten garments - zip, snap, button • Pull socks on/off • Put shoes on/off • Place front/back correctly • Tie shoes • Adjust hot/cold water • Bathe/Dry self • Shower • Shampoo hair • Clean nails • Care for skin • Care for nails • Use deodorant • Take care of menstrual needs 	<ul style="list-style-type: none"> • Maintain appearance • Dress in select items • Pull garment over head • Put arms in/out • Push garment down • Pull garment up • Fasten garments - zip, snap, button • Pull socks on/off • Put shoes on/off • Place front/back correctly • Tie shoes • Adjust hot/cold water • Bathe/Dry self • Shower • Shampoo hair • Clean nails • Care for skin • Care for nails • Use deodorant • Take care of menstrual needs • Shave • Use makeup 	<ul style="list-style-type: none"> • Maintain appearance • Dress in select items • Pull garment over head • Put arms in/out • Push garment down • Pull garment up • Fasten garments - zip, snap, button • Pull socks on/off • Put shoes on/off • Place front/back correctly • Tie shoes • Adjust hot/cold water • Bathe/Dry self • Shower • Shampoo hair • Clean nails • Care for skin • Care for nails • Use deodorant • Take care of menstrual needs • Shave • Use makeup
<p>Household and Outdoor Maintenance</p>	<ul style="list-style-type: none"> • Pick up toys • Tidy room • Sweep • Dust • Make bed • Fold clothes and put them away • Water plants • Care for pets 	<ul style="list-style-type: none"> • Pick up toys • Tidy room • Sweep • Dust • Make bed • Fold clothes and put them away • Water plants • Care for pets • Mop • Vacuum • Change bed • Use washer • Use dryer • Sort clothes • Take out trash • Clean bathroom • Rake • Pull weeds • Use sprinklers • Hose down patio • Wax and polish • Put laundry away • Wash windows and mirrors • Clean up trash 	<ul style="list-style-type: none"> • Pick up toys • Tidy room • Sweep • Dust • Make bed • Fold clothes and put them away • Water plants • Care for pets • Mop • Vacuum • Change bed • Use washer • Use dryer • Sort clothes • Take out trash • Clean bathroom • Rake • Pull weeds • Use sprinklers • Hose down patio • Wax and polish • Put laundry away • Wash windows and mirrors • Clean up trash 	<ul style="list-style-type: none"> • Pick up toys • Tidy room • Sweep • Dust • Make bed • Fold clothes and put them away • Water plants • Care for pets • Mop • Vacuum • Change bed • Use washer • Use dryer • Sort clothes • Take out trash • Clean bathroom • Rake • Pull weeds • Use sprinklers • Hose down patio • Wax and polish • Put laundry away • Wash windows and mirrors • Clean up trash • Adjust thermostat • Use hand mower • Trim shrubs • Replace light bulb • Shut off water under sink 	<ul style="list-style-type: none"> • Pick up toys • Tidy room • Sweep • Dust • Make bed • Fold clothes and put them away • Water plants • Care for pets • Mop • Vacuum • Change bed • Use washer • Use dryer • Sort clothes • Take out trash • Clean bathroom • Rake • Pull weeds • Use sprinklers • Hose down patio • Wax and polish • Put laundry away • Wash windows and mirrors • Clean up trash • Adjust thermostat • Use hand mower • Trim shrubs • Replace light bulb • Shut off water under sink

FUNCTIONAL ACTIVITIES

GOAL AREA	Preschool (ages 3-5)	Elementary (ages 6-10)	Intermediate (ages 11-13)	Secondary (ages 14-18)	Post Secondary (ages 18-22)
Individual Community Activities (Home/School/Community)	<ul style="list-style-type: none"> Look at age appropriate books/magazines Play with age appropriate toys Ride wheel toys - trike, bike, wagon Play age appropriate games Use outdoor play equipment Listen to age appropriate music Participate in age appropriate arts and crafts/hobbies Watch age appropriate videos and movies Participate in age appropriate exercise 	<ul style="list-style-type: none"> Look at age appropriate books/magazines Play with age appropriate toys Ride wheel toys - trike, bike, wagon Play age appropriate games Use outdoor play equipment Use community park Listen to age appropriate music Participate in age appropriate arts and crafts/hobbies Watch age appropriate videos and movies Participate in age appropriate exercise Operate audio visual equipment - record player, VCR, tape recorder Use local library Use pay phone Buy snack or shop for small items Play musical instrument Play computer games Use vending machine Participate in seasonal sports 	<ul style="list-style-type: none"> Look at age appropriate books/magazines Play with age appropriate toys Ride wheel toys - trike, bike, wagon Play age appropriate games Use outdoor play equipment Use community park Listen to age appropriate music Participate in age appropriate arts and crafts/hobbies Watch age appropriate videos and movies Participate in age appropriate exercise Operate audio visual equipment - record player, VCR, tape recorder, camera Use local library Use pay phone Buy snack or shop for small items Play musical instrument Play computer games Use vending machine Participate in seasonal sports Use local arcade Participate in window shopping Shop independently for clothes/groceries, etc. Go to local teen center Attend local sports/music events Attend dances Join clubs, organizations Go to community amusement parks 	<ul style="list-style-type: none"> Look at age appropriate books/magazines Ride bike/motor cycle, drive car Use community park Listen to age appropriate music Participate in age appropriate arts and crafts/hobbies Watch age appropriate videos and movies Participate in age appropriate exercise Operate audio visual equipment - record player, VCR, tape recorder, camera Use local library Use pay phone Play musical instrument Play computer games Use vending machine Participate in seasonal sports Use local arcade Participate in window shopping Shop independently for clothes/groceries, etc. Attend local sports/music events Attend dances Join clubs, organizations Go to community amusement parks Volunteer time 	<ul style="list-style-type: none"> Look at age appropriate books/magazines Ride bike/motor cycle, drive car Play age appropriate games Use community park Listen to age appropriate music Participate in age appropriate arts and crafts/hobbies Watch age appropriate videos and movies Participate in age appropriate exercise Operate audio visual equipment - record player, VCR, tape recorder, camera Use local library Use pay phone Play musical instrument Play computer games Use vending machine Participate in seasonal sports Use local arcade Participate in window shopping Shop independently for clothes/groceries, etc. Attend local sports/music events Attend dances Join clubs, organizations Go to community amusement parks Volunteer time
Group Community Activities (Home/School/Community)	<ul style="list-style-type: none"> Play with age appropriate toys Ride wheel toys - trike, bike, wagon Play age appropriate group games Use outdoor play equipment Use community park Listen to age appropriate music Participate in age appropriate arts and crafts/hobbies Watch age appropriate videos/movies Participate in age appropriate exercise Participate in beginning team sports 	<ul style="list-style-type: none"> Play with age appropriate toys Ride wheel toys - trike, bike, wagon Play age appropriate group games Use outdoor play equipment Use community park Listen to age appropriate music Participate in age appropriate arts and crafts/hobbies Watch age appropriate videos/movies Participate in age appropriate exercise Participate in beginning team sports Use local library Use phone for conversation Play musical instrument 	<ul style="list-style-type: none"> Play with age appropriate toys Ride bike Play age appropriate group games Use outdoor play equipment Use community park Listen to age appropriate music Participate in age appropriate arts and crafts/hobbies Watch age appropriate videos/movies Participate in age appropriate exercise Participate in team sports Use local library Use phone for conversation Play musical instrument 	<ul style="list-style-type: none"> Ride a bike/motorcycle, drive car Play age appropriate group games Use community park Listen to age appropriate music Participate in age appropriate arts and crafts/hobbies Watch age appropriate videos/movies Participate in age appropriate exercise Participate in team sports Use local library Use phone for conversation Play musical instrument 	<ul style="list-style-type: none"> Ride a bike/motorcycle, drive car Play age appropriate group games Use community park Listen to age appropriate music Participate in age appropriate arts and crafts/hobbies Watch age appropriate videos/movies Participate in age appropriate exercise Participate in team sports Use local library Use phone for conversation Play musical instrument

FUNCTIONAL ACTIVITIES

GOAL AREA	Preschool (ages 3-5)	Elementary (ages 6-10)	Intermediate (ages 11-13)	Secondary (ages 14-18)	Post Secondary (ages 18-22)
Group Community Activities (Home/School/Community) (continued)		<ul style="list-style-type: none"> • Play computer games • Use vending machine • Participate in seasonal sports • Buy snack or shop for small items 	<ul style="list-style-type: none"> • Play computer games • Use vending machine • Participate in seasonal sports • Buy snack or shop for small items • Use local arcade • Participate in window shopping • Shop independently for clothes/groceries, etc. • Go to local teen center • Attend local sport/music events • Attend dances • Join clubs/or organizations • Go to community amusement parks 	<ul style="list-style-type: none"> •Play computer games •Use vending machine •Participate in seasonal sports •Use local arcade •Participate in window shopping •Shop independently for clothes/groceries, etc. •Go to local teen center •Attend local sport/music events •Attend dances •Join clubs/or organizations •Go to community amusement parks •Hang out with friends •Meet friends and maintain personal relationships •Go to community centers 	<ul style="list-style-type: none"> • Play computer games • Use vending machine • Participate in seasonal sports • Use local arcade • Participate in window shopping • Shop independently for clothes/groceries, etc. • Go to local teen center • Attend local sport/music events • Attend dances • Join clubs/or organizations • Go to community amusement parks • Hang out with friends • Meet friends and maintain personal relationships • Go to community centers

FUNCTIONAL ACTIVITIES

GOAL AREA	Preschool (ages 3-5)	Elementary (ages 6-10)	Intermediate (ages 11-13)	Secondary (ages 14-19)	Post Secondary (ages 19-22)
Travel	<ul style="list-style-type: none"> Walk/Wheel to/from destination Ride School/city bus Ride in a car Use caution with strangers Ride big wheel, trike bike Aware that money is required for city bus/taxi Aware of signs and signals 	<ul style="list-style-type: none"> Walk/Wheel to/from destination Ride School/city bus Ride in a car Use caution with strangers Problem solve when lost Identify self verbally, in writing or with ID Ride big wheel, trike bike Aware that money is required for city bus/taxi Aware of signs and signals Aware of important buildings, services, etc. in community Locate bus by route number Recognize time as it relates to schedule Write out schedule to/from location with assistance 	<ul style="list-style-type: none"> Walk/Wheel to/from destination Ride School/city bus Ride in a car Use caution with strangers Problem solve when lost Identify self verbally, in writing or with ID Ride bike Select appropriate coins for bus fare Use signs and signals to reach destination Locate specified locations Aware of bus schedule 	<ul style="list-style-type: none"> Walk/Wheel to/from destination Ride School/city bus Ride in a car Use caution with strangers Problem solve when lost Identify self verbally, in writing or with ID Ride bike, take taxi Pay fare using next dollar strategy Use signs and signals to reach destination Reach location using appropriate mode of transportation Read bus schedule 	<ul style="list-style-type: none"> Walk/Wheel to/from destination Ride School/city bus Ride in a car Use caution with strangers Problem solve when lost Identify self verbally, in writing or with ID Ride bike, take taxi Pay exact bus fare Use signs and signals to reach destination Reach location using appropriate mode of transportation Read bus schedule
General Shopping	<ul style="list-style-type: none"> Accompany caretaker to select preferred or designated item Recognize labels of preferred items Recognize need to exchange money 	<ul style="list-style-type: none"> Accompany caretaker to select preferred or designated item Ask for assistance Take items to checkout stand Copy list Make selections from list Identify stores by name for purchase Recognize coins vs. bills 	<ul style="list-style-type: none"> Go to selected store Locate items to be purchased by aisle Write out list Make selections from list Use scale in grocery store to determine the weight/price of item Make purchase using next dollar strategy Use calculator to determine total Develop budget with substance 	<ul style="list-style-type: none"> Go to selected store Locate items to be purchased by aisle Write out list Make selections from list Use scale in grocery store Make purchase using coins Use calculator to determine total Spend within budget 	<ul style="list-style-type: none"> Go to selected store Locate items to be purchased by aisle Write out list Make selections from list Use scale in grocery store Pay exact amount and understand the correct change Use calculator to determine total Comparison shop within budget
Restaurant Use	<ul style="list-style-type: none"> Accompany caretaker, select choice of food Appropriate behavior and manners Point to select item from picture 	<ul style="list-style-type: none"> State order to order taker Appropriate behavior and manners Select restaurant choice Locate line or table Select from written menu Select item from vending machine 	<ul style="list-style-type: none"> Order from a menu Appropriate behavior and manners Select restaurant choice Locate line or table Purchase meal using next dollar strategy Make a purchase from vending machine Recognize bill and read total 	<ul style="list-style-type: none"> Order from a menu Appropriate behavior and manners Select restaurant choice Locate line or table Purchase meal using coins and bills Make a purchase from vending machine Read total on bill Order based on budget 	<ul style="list-style-type: none"> Order from a menu Appropriate behavior and manners Select restaurant choice Locate line or table Purchase meal using exact change Make a purchase from vending machine Read total on bill Order within budget
Using Community Services	<ul style="list-style-type: none"> Use public restrooms Accompany caretaker to public service agencies Recognize name Respond to name when called Accompany caretaker to social event 	<ul style="list-style-type: none"> Locate/Identify/Use public restrooms Participate in transaction in a place of business Print name, address, phone Use phone Participate in social event 	<ul style="list-style-type: none"> Locate/Identify/Use public restroom Complete transaction Print or sign name Use phone Look up number in personal directory Select desired social event Read paper for scheduled events 	<ul style="list-style-type: none"> Locate/Identify/Use public restroom Complete transaction Provide social security number and California ID upon request Select and attend social event Read paper for scheduled events 	<ul style="list-style-type: none"> Locate/Identify/Use public restroom Complete transaction Provide social security number and California ID upon request Select and attend social event Read paper for scheduled events
Integration with Non Handicapped Peers	<ul style="list-style-type: none"> Participate in recess and assemblies with kindergarten Interact with peer tutors 	<ul style="list-style-type: none"> Participate in regular primary class and activities Interact with peer tutors 	<ul style="list-style-type: none"> Participate in middle school activities and youth group Interact with peer tutors 	<ul style="list-style-type: none"> Participate in high school activities and youth group Interact with peer tutors 	<ul style="list-style-type: none"> Participate in adult social groups exercise voting privileges Interact with peer tutors

FUNCTIONAL ACTIVITIES

OCCUPATIONAL GOAL AREA	In Classroom/School	In Classroom/School	In School/Community	In Community/School	In Community
	Preschool (ages 3-5)	Elementary (ages 6-10)	Intermediate (ages 11-13)	Secondary (ages 14-18)	Post Secondary (ages 19-22)
Clerical Support	<ul style="list-style-type: none"> Carry messages Using home notes & school papers; fold papers, stuff manila/letter size envelopes Seal envelopes Open/Close envelopes with resealable flaps/brad fasteners Stamp with rubber pad Stamp books to library Apply gummed stickers/labels Apply stamps Paper clip Staple Use hand hole punch Deliver written messages Sharpen pencil Cut with scissors 	<ul style="list-style-type: none"> Using home notes & school papers; fold papers, stuff manila/letter size envelopes Open sealed envelopes Seal envelopes Open/Close envelopes with resealable flaps/brad/string fasteners Stamp with rubber pad Stamp books to library Apply gummed stickers/labels Apply stamps Paper clip Staple Use hand hole punch Use three hole punch Stack papers in alternating stacks Collate Sort papers by color/name/number/code File notes/papers into file folders in drawer File in mail slots Deliver written messages Deliver verbal messages Deliver small packages Answer phone with appropriate school greeting Sharpen pencil Use electric pencil sharpener Cut with scissors 	<ul style="list-style-type: none"> Using non profit organization, business, and school papers/documents; fold papers, stuff letter/letter size envelopes Open sealed envelopes Seal envelopes Open/Close envelopes with resealable flaps/brad/string fasteners Stamp with rubber pad Stamp books to library Apply/Peel off gummed labels Apply stamps Paper clip Staple Use hand hole punch Use three hole punch Stack papers in alternating stacks Collate Sort papers by color/name/number/code File notes/papers into file folders in drawer File in mail slots Deliver written messages Deliver verbal messages Deliver small packages Deliver multiple packages using pushcart on route Answer phone with appropriate school greeting Sharpen pencil Use electric pencil sharpener Cut with scissors Stack papers into boxes Stack papers on shelves Apply binding tape to package boxes 	<ul style="list-style-type: none"> Using non profit organization, business, and school papers/documents, fold papers, stuff letter/letter size envelopes Open sealed envelopes Use letter opener Seal envelopes Open/Close envelopes with resealable flaps/brad/string fasteners Stamp with rubber pad Stamp books to library Apply/Peel off gummed labels Apply stamps Paper clip Staple Use hand hole punch Use three hole punch Stack papers in alternating stacks Collate Sort papers by color/name/number/code File notes/papers into file folders in drawer File in mail slots Deliver written messages Operate intercom Deliver verbal messages Deliver small packages Deliver multiple packages using pushcart on route Answer phone with appropriate school/business greeting Sharpen pencil Use electric pencil sharpener Cut with scissors Use paper cutter Stack papers into boxes Stack papers on shelves Apply binding tape to package boxes Use "exacto" blade to open boxes Make photocopies Make photocopies with automatic collator 	<ul style="list-style-type: none"> Using business, non profit organization and school papers/documents, fold papers, stuff letter/letter size envelopes Open sealed envelopes Use letter opener Seal envelopes Open/Close envelopes with resealable flaps/brad/string fasteners Stamp with rubber pad Stamp books to library Apply/Peel off gummed labels Apply stamps Paper clip Staple Use hand hole punch Use three hole punch Stack papers in alternating stacks Collate Sort papers by color/name/number/code File notes/papers into file folders in drawer File in mail slots Deliver written messages Operate intercom Deliver verbal messages Deliver small packages Deliver multiple packages using pushcart on route Answer phone with appropriate school/business greeting Sharpen pencil Use electric pencil sharpener Cut with scissors Use paper cutter Stack papers into boxes Stack papers on shelves Apply binding tape to package boxes Use "exacto" blade to open boxes Make photocopies Make photocopies with automatic collator Operate paper shredder
Janitorial/Custodial	<ul style="list-style-type: none"> Bring chair(s) to group Throw trash in trash can Pick up trash in classroom 	<ul style="list-style-type: none"> Bring chair(s) to group Straighten desks/chairs at end of school day Throw trash in trash can Pick up trash in classroom Pick up trash on school grounds 	<ul style="list-style-type: none"> Straighten desks/chairs at end of school day Arrange tables/chairs for special functions Throw trash in trash can Pick up trash in classroom Pick up trash on school grounds 	<ul style="list-style-type: none"> Straighten desks/chairs at end of school day Arrange tables/chairs for special functions Throw trash in trash can Pick up trash in classroom Pick up trash on school grounds Pick up trash on job site 	<ul style="list-style-type: none"> Straighten desks/chairs at end of school day Arrange tables/chairs for special functions Throw trash in trash can Pick up trash in classroom Pick up trash on school grounds Pick up trash on job site

FUNCTIONAL ACTIVITIES

OCCUPATIONAL GOAL AREA	In Classroom/School Preschool (ages 3-5)	In Classroom/School Elementary (ages 6-10)	In School/Community Intermediate (ages 11-13)	In Community/School Secondary (ages 14-18)	In Community Post Secondary (ages 19-22)
	<ul style="list-style-type: none"> Put toys/supplies away in appropriate Erase chalkboard(s) Dust with dry cloth/feather duster Wipe table(s) with sponge Sweep with household broom/ carpet sweeper Rinse sink with sponge Wash sing with cleanser 	<ul style="list-style-type: none"> Empty trash basket(s) into trash can(s) Place plastic liner(s) into trash basket(s) Put toys/supplies away in appropriate Erase chalkboard(s) Dust with dry cloth/feather duster Polish furniture/counters with liquid pump spray/aerosol spray Wipe table(s) with sponge Refill dispensers--soap, paper towels, toilet paper, disposable cups Sweep with household broom/ carpet sweeper Rinse sink with sponge Wash sing with cleanser Put cleaning items into washing machine Put items into dryer Unload dryer Fold items 	<ul style="list-style-type: none"> Empty trash basket(s) into trash can(s) Empty trash on established route Place plastic liner(s) into trash basket(s) Remove filled plastic trash bags and tie to close Put toys/supplies away in appropriate Erase chalkboard(s) Clean erasers Clean chalk trays Dust with dry cloth/feather duster Polish furniture/counters with liquid pump spray/aerosol spray Wipe table(s) with sponge Clean windows/mirrors/display cases Refill dispensers--soap, paper towels, toilet paper, disposable cups fill vending machines Collect money from vending machines Sweep with household broom/ carpet sweeper Vacuum carpet Mop with sponge/string mop Hose off sidewalks Paint bookcase/chair Rinse sink with sponge Wash sing with cleanser Put cleaning items into washing machine Operate washing machine Put items into dryer Operate dryer/Clean filter Unload dryer Fold items 	<ul style="list-style-type: none"> Empty trash basket(s) into trash can(s) Empty trash on established route Place plastic liner(s) into trash basket(s) Remove filled plastic trash bags and tie to close Put toys/supplies away in appropriate Erase chalkboard(s) Clean erasers Clean chalk trays Dust with dry cloth/feather duster Polish furniture/counters with liquid pump spray/aerosol spray Wipe table(s) with sponge Clean windows/mirrors/display cases Refill dispensers--soap, paper towels, toilet paper, disposable cups fill vending machines Collect money from vending machines Sweep with household broom/ carpet sweeper Vacuum carpet/Empty bag Mop with sponge/string mop Mop using wringer bucket Wax floors by hand Hose off sidewalks Paint bookcase/chair Rinse sink with sponge Wash sing with cleanser Clean restrooms Put cleaning items into washing machine Operate washing machine Put items into dryer Operate dryer/Clean filter Unload dryer Fold items 	<ul style="list-style-type: none"> Empty trash basket(s) into trash can(s) Empty trash on established route Place plastic liner(s) into trash basket(s) Remove filled plastic trash bags and tie to close Put toys/supplies away in appropriate Erase chalkboard(s) Clean erasers Clean chalk trays Dust with dry cloth/feather duster Polish furniture/counters with liquid pump spray/aerosol spray Wipe table(s) with sponge Clean windows/mirrors/display cases Refill dispensers--soap, paper towels, toilet paper, disposable cups fill vending machines Collect money from vending machines Sweep with household broom/ carpet sweeper Vacuum carpet/Empty bag Mop with sponge/string mop Mop using wringer bucket Wax floors with electric buffer Hose off sidewalks Paint bookcase/chair Rinse sink with sponge Wash sing with cleanser Clean restrooms Put cleaning items into washing machine Operate washing machine Put items into dryer Operate dryer/Clean filter Unload dryer Fold items
Food Service	<ul style="list-style-type: none"> Distribute snacks in classroom Assist in preparation of snack 	<ul style="list-style-type: none"> Distribute snacks/food daily and on special occasions Assist in preparation of snack for group Wrap/Unwrap food with plastic wrap/foil Fill drinks for classroom activities/meals/ etc. Cut fruit/ food with knife 	<ul style="list-style-type: none"> Distribute snacks/food daily and on special occasions Assist in preparation of snack/ lunches Takes food orders from those in classroom Wrap/Unwrap food with plastic wrap/foil Fill drinks for classroom activities/meals/ etc. Fill drinks in school cafeteria Cut fruit/ food with knife 	<ul style="list-style-type: none"> Serve food in school cafeteria Assist in preparation of food/meals in classroom/cafeteria/ restaurants Takes food orders from those in class/school/community Wrap/Unwrap food with plastic wrap/foil Fill drinks in school cafeteria/ restaurants Cut fruit/vegetable/food with knife Slice food with hand slicer 	<ul style="list-style-type: none"> Serve food in cafeteria/restaurant/ etc. Assist in preparation of food in cafeteria/restaurants Takes food orders from those in class/school/community Wrap/Unwrap food with plastic wrap/foil Fill drinks in school cafeteria/ restaurants Cut fruit/vegetable/food with knife Slice food with hand slicer Use food processor

FUNCTIONAL ACTIVITIES

OCCUPATIONAL GOAL AREA	In Classroom/School	In Classroom/School	In School/Community	In Community/School	In Community
	Preschool (ages 3-5)	Elementary (ages 6-10)	Intermediate (ages 11-13)	Secondary (ages 14-18)	Post-Secondary (ages 19-22)
Groundskeeping	<ul style="list-style-type: none"> Water houseplants Plant seeds Plan small potted plant Pick up trash 	<ul style="list-style-type: none"> Hand water w/hose Plant seeds Plan small potted plant Rake Sweep porches/sidewalks w/handbroom/pushbroom Pick up trash/clippings 	<ul style="list-style-type: none"> Hand water w/hose Weed by hand Weed w/tool Plant seeds Plan small potted plant Plant flower beds Rake Self/adjust sprinklers Sweep porches/sidewalks w/handbroom/pushbroom Pick up trash/clippings Fill plastic trash bags and tie to close 	<ul style="list-style-type: none"> Hand water w/hose Weed by hand Weed w/tool Trim w/hand/electric tools Plant seeds Plan small potted plant Plant flower beds Rake Mow Edge manually/electrically Self/adjust sprinklers Fertilize w/broadcaster/spreader Sweep porches/sidewalks w/handbroom/pushbroom Pick up trash/clippings Fill plastic trash bags and tie to close 	<ul style="list-style-type: none"> Hand water w/hose Weed by hand Weed w/tool Trim w/hand/electric tools Plant seeds Plan small potted plant Plant flower beds Rake Mow Edge manually/electrically Self/adjust sprinklers Fertilize w/broadcaster/spreader Sweep porches/sidewalks w/handbroom/pushbroom Pick up trash/clippings Fill plastic trash bags and tie to close Apply Insecticides
Landscaping (Site Preparation, Planting, Installing Irrigation Systems)	<ul style="list-style-type: none"> Plant houseplant Plant single plant in flowerbed 	<ul style="list-style-type: none"> Plant bedding plants 	<ul style="list-style-type: none"> Till soil for planting w/hand tools Rake planting area Remove designated plants Plant bedding plants 	<ul style="list-style-type: none"> Till soil for planting w/hand tools Rake planting area Roll soil to level for lawn Remove designated plants Plant bedding plants Plant flowerbeds, shrubs, trees following a plan Lay sod Dig trenches w/hand equipment Cut/Saw PVC pipes Connect PVC pipes w/glue Attach sprinklers risers Fill in trenches w/soil 	<ul style="list-style-type: none"> Till soil for planting w/hand tools Use rotolifter Rake planting area Roll soil to level for lawn Remove designated plants Plant bedding plants Plant flowerbeds, shrubs, trees following a plan Lay sod Dig trenches w/hand equipment Dig trenches w/motorized equipment Cut/Saw PVC pipes Connect PVC pipes w/glue Attach sprinklers risers Fill in trenches w/soil

FUNCTIONAL ACTIVITIES

OCCUPATIONAL GOAL AREA	In Classroom/School	In Classroom/School	In School/Community	In Community/School	In Community
	Preschool (ages 3-5)	Elementary (ages 6-10)	Intermediate (ages 11-13)	Secondary (ages 14-18)	Post-Secondary (ages 19-22)
Industrial/Warehousing	<ul style="list-style-type: none"> Sort school supplies Deliver items/supplies to various rooms using pushcart 	<ul style="list-style-type: none"> Sort school supplies Load books on library cart Unload books from library cart Stock inventory items Check items off inventory list Package/Unpackage inventory Deliver items/supplies to various rooms using pushcart Break down boxes Assemble multi piece products 	<ul style="list-style-type: none"> Sort school supplies Load books on library cart Unload books from library cart Stock inventory items Check items off inventory list Package/Unpackage inventory Fill supply requests Deliver items/supplies to various rooms using pushcart Break down boxes Assemble multi piece products 	<ul style="list-style-type: none"> Sort school supplies Load books on library cart Unload books from library cart Stock inventory items Check items off inventory list Package/Unpackage inventory Fill supply requests Deliver items/supplies to various rooms using pushcart Prepare packages for shipment by UPS Break down boxes Assemble multi piece products 	<ul style="list-style-type: none"> Sort school supplies Load books on library cart Unload books from library cart Stock inventory items Check items off inventory list Package/Unpackage inventory Fill supply requests Deliver items/supplies to various rooms using pushcart Prepare packages for shipment by UPS Break down boxes Assemble multi piece products
Hotel/Maid Service	<ul style="list-style-type: none"> Dust w/dry cloth/feather duster Empty trash basket(s) into trash can(s) 	<ul style="list-style-type: none"> Refill supplies-soap, toilet paper, cups, kleenex, and towels Dust w/dry cloth/feather duster Empty trash basket(s) into trash can(s) Place plastic liner(s) into trash baskets(s) 	<ul style="list-style-type: none"> Make bed within certain number of minutes Make bed according to criteria Refill supplies-soap, toilet paper, cups, kleenex, and towels Dust w/dry cloth/feather duster Polish furniture/mirrors w/liquid pump spray/aerosol spray Empty trash basket(s) into trash can(s) Place plastic liner(s) into trash baskets(s) 	<ul style="list-style-type: none"> Make bed within certain number of minutes Make bed according to criteria Clean restrooms Refill supplies-soap, toilet paper, cups, kleenex, and towels Place information items in designated places Vacuum carpet by sequence Dust w/dry cloth/feather duster Polish furniture/mirrors w/liquid pump spray/aerosol spray Empty trash basket(s) into trash can(s) Place plastic liner(s) into trash baskets(s) 	<ul style="list-style-type: none"> Make bed within certain number of minutes Make bed according to criteria Clean restrooms Refill supplies-soap, toilet paper, cups, kleenex, and towels Place information items in designated places Vacuum carpet by sequence Dust w/dry cloth/feather duster Polish furniture/mirrors w/liquid pump spray/aerosol spray Empty trash basket(s) into trash can(s) Place plastic liner(s) into trash baskets(s)
Retail (also see Industrial/Warehousing and Janitorial/Custodial)	<ul style="list-style-type: none"> Put toys/supplies away in appropriate place Unsack groceries Hang clothing on hangers 	<ul style="list-style-type: none"> Unpackage school supplies Identify "top," "this side up," "fragile," "handle w/care" Put toys/supplies away in appropriate place Unsack groceries Hang clothing on hangers Hang clothing on skirt/pant hangers Place hangers on rack in designated direction Hang clothes by size 	<ul style="list-style-type: none"> Unpackage school supplies Identify "top," "this side up," "fragile," "handle w/care" Put toys/supplies away in appropriate place Stock items in designated place Unsack groceries Sack groceries Assemble boxes Price items in designated place by hand w/stickers Use price gun for stamps/stickers/plastic loops Hang clothing on hangers Hang clothing on skirt/pant hangers Place hangers on rack in designated direction Hang clothes by size 	<ul style="list-style-type: none"> Unpackage school supplies Identify "top," "this side up," "fragile," "handle w/care" Put toys/supplies away in appropriate place Stock items in designated place Unsack groceries Sack groceries Assemble boxes Price items in designated place by hand w/stickers Use price gun for stamps/stickers/plastic loops Hang clothing on hangers Hang clothing on skirt/pant hangers Place hangers on rack in designated direction Hang clothes by size 	<ul style="list-style-type: none"> Unpackage school supplies Use "exacto" blade to open boxes Put toys/supplies away in appropriate place Stock items in designated place Unsack groceries Sack groceries Assemble boxes Price items in designated place by hand w/stickers Use price gun for stamps/stickers/plastic loops Hang clothing on skirt/pant hangers Place hangers on rack in designated direction Hang clothes by size

FUNCTIONAL ACTIVITIES

OCCUPATIONAL GOAL AREA	In Classroom/School	In Classroom/School	In School/Community	In Community/School	In Community
	Preschool (ages 3-5)	Elementary (ages 6-10)	Intermediate (ages 11-13)	Secondary (ages 14-18)	Post-Secondary (ages 19-22)
Punctuality/Affendance		<ul style="list-style-type: none"> Begin work at scheduled time by telling time w/conventional/digital clock, using preset alarm/time clocks Recognize own name in print Follow a work training schedule/calendar 	<ul style="list-style-type: none"> Begin work at scheduled time by telling time w/conventional/digital clock, using preset alarm/time clocks Notify supervisors if late/absent by phone message/in person Recognize own name in print Follow a work training schedule/calendar 	<ul style="list-style-type: none"> Begin work at scheduled time by telling time w/conventional/digital clock, using preset alarm/time clocks Notify supervisors if late/absent by phone message/in person Recognize own name in print Follow a work training schedule/calendar 	<ul style="list-style-type: none"> Begin work at scheduled time by telling time w/conventional/digital clock, using preset alarm/time clocks Notify supervisors if late/absent by phone message/in person Recognize own name in print Follow a work training schedule/calendar
Appearance	<ul style="list-style-type: none"> Display appropriate grooming 	<ul style="list-style-type: none"> Display appropriate grooming 	<ul style="list-style-type: none"> Dress appropriately Display appropriate grooming Carry ID and/or emergency card to work site 	<ul style="list-style-type: none"> Dress appropriately Display appropriate grooming Carry ID and/or emergency card to work site 	<ul style="list-style-type: none"> Dress appropriately Display appropriate grooming Carry ID and/or emergency card to work site
Follows/Retains Instructions	<ul style="list-style-type: none"> Follow successive steps to complete job via demonstrations, verbal/sign instructions, pictures, reading directions, following daily routine, and observing safety precautions 	<ul style="list-style-type: none"> Follow successive steps to complete job via demonstrations, verbal/sign instructions, pictures, reading directions, following daily routine, and observing safety precautions 	<ul style="list-style-type: none"> Follow successive steps to complete job via demonstrations, verbal/sign instructions, pictures, reading directions, following daily routine, and observing safety precautions 	<ul style="list-style-type: none"> Follow successive steps to complete job via demonstrations, verbal/sign instructions, pictures, reading directions, following daily routine, and observing safety precautions 	<ul style="list-style-type: none"> Follow successive steps to complete job via demonstrations, verbal/sign instructions, pictures, reading directions, following daily routine, and observing safety precautions
Independent Work Skills	<ul style="list-style-type: none"> Identify and correct errors Get/Put away materials Start to work without supervision Attend to job 	<ul style="list-style-type: none"> Identify and correct errors Get/Put away materials Start to work without supervision Attend to job 	<ul style="list-style-type: none"> Identify and correct errors Get/Put away materials Start to work without supervision Attend to job 	<ul style="list-style-type: none"> Identify and correct errors Get/Put away materials Start to work without supervision Attend to job 	<ul style="list-style-type: none"> Identify and correct errors Get/Put away materials Start to work without supervision Attend to job
Interpersonal Skills	<ul style="list-style-type: none"> Give social greetings at appropriate times Work without disturbing others Request permission to leave work area Notify supervisor when out of supplies/work is finished Display appropriate behaviors during break, toilet self, wash hands, purchase snack/lunch, socialize during breaks, occupy time w/independent activity 	<ul style="list-style-type: none"> Give social greetings at appropriate times Work without disturbing others Request permission to leave work area Notify supervisor when out of supplies/work is finished Display appropriate behaviors during break, toilet self, wash hands, purchase snack/lunch, socialize during breaks, occupy time w/independent activity 	<ul style="list-style-type: none"> Give social greetings at appropriate times Work without disturbing others Request permission to leave work area Notify supervisor when out of supplies/work is finished Display appropriate behaviors during break, toilet self, wash hands, purchase snack/lunch, socialize during breaks, occupy time w/independent activity 	<ul style="list-style-type: none"> Give social greetings at appropriate times Work without disturbing others Request permission to leave work area Notify supervisor when out of supplies/work is finished Display appropriate behaviors during break, toilet self, wash hands, purchase snack/lunch, socialize during breaks, occupy time w/independent activity 	<ul style="list-style-type: none"> Give social greetings at appropriate times Work without disturbing others Request permission to leave work area Notify supervisor when out of supplies/work is finished Display appropriate behaviors during break, toilet self, wash hands, purchase snack/lunch, socialize during breaks, occupy time w/independent activity
Work Attitude	<ul style="list-style-type: none"> Comply with requests Accept alternate task Accept criticism and attempt to correct errors Attempt to increase work speed Demonstrate pride in work 	<ul style="list-style-type: none"> Comply with requests Accept alternate task Accept criticism and attempt to correct errors Attempt to increase work speed Demonstrate pride in work 	<ul style="list-style-type: none"> Comply with requests Accept alternate task Accept criticism and attempt to correct errors Attempt to increase work speed Demonstrate pride in work 	<ul style="list-style-type: none"> Comply with requests Accept alternate task Accept criticism and attempt to correct errors Attempt to increase work speed Demonstrate pride in work 	<ul style="list-style-type: none"> Comply with requests Accept alternate task Accept criticism and attempt to correct errors Attempt to increase work speed Demonstrate pride in work
Job Interviewing Skills				<ul style="list-style-type: none"> Understand purpose of job application Fill out and job application Participate in job interview independently with job Developer as liaison 	<ul style="list-style-type: none"> Understand purpose of job application Fill out and job application Participate in job interview independently with job Developer as liaison