Basic Skills Inventory (Use before determining placement)

Program Title ____________________________ Instructor _______________________

Textbook Title/Author ____________________________ Reading Level _______________________

PROGRAM REQUIREMENTS
(Check only high-priority requirements)

ACADEMIC SKILLS NEEDED

________________ Becoming interested
________________ Paying attention to the spoken word
________________ Paying attention to the printed word
________________ Following directions
________________ Following directions
________________ Keeping track of materials, assignments
________________ Staying on task
________________ Completing tasks on time
________________ Working in groups
________________ Working independently
________________ Learning by listening
________________ Expressing him/herself verbally
________________ Spelling
________________ Seeing relationships
________________ Understanding cause and effect; anticipating consequences
________________ Drawing conclusions/making Inferences
________________ Remembering
________________ Notetaking
________________ Outlining
________________ Independent researching
________________ Measuring
____________________ Other

BEHAVIORAL SKILLS NEEDED

________________ Coming to class on time
________________ Coming to class prepared
________________ Following directions
________________ Staying in seat
________________ Staying on task
________________ Completing tasks on time
________________ Understanding/following safety rules
________________ Asking questions or for help when needed
________________ Working in groups
________________ Working independently
________________ Other

OTHER _________________________________ ATTENDANCE _________________________________

PREREQUISITES _________________________________ POLICY _________________________________

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H O M E W O R K _________________________________ OTHER _________________________________

POLICY _________________________________ PROGRAM _________________________________

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MAKE-UP WORK POLICY _________________________________ RULES _________________________________

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