

Your Life: READY, SET, GO!

POSTSECONDARY EDUCATION, EMPLOYMENT, AND INDEPENDENT LIVING SKILLS LIST

Student Information

Name _____

School _____

PURPOSE: This checklist is designed to track transition skill performance over time. It uses the information from the *Ready, Set, Go* card game and organizes skill completion by age.

DIRECTIONS: Using your previously sorted green stack cards only, you will:

1. Sort the green stack into three additional stacks; **PET, E**, and **IL** (found on the lower right of each card). Note the section numbers (1-5) in the lower right corner.
2. Locate the **category (PET, E, IL)** and **section (Numbers 1-5)** on the checklist inside this booklet.
3. Locate the **age of your student** under the appropriate section of each category
4. Put an **X** in the box on the skill list if your student is able to independently demonstrate the skill listed on the card. If not applicable, mark NA.
5. Total the number of X's at the end of each category by age. Record the final total of the combined categories on page 11.

CATEGORY **PET** (Postsecondary Education and Training)

PET 1: POSTSECONDARY PREPARATION	By Age							
	14	15	16	17	18	19	20	21
Develops understanding of own disability and learning style								
Takes rigorous high school class schedule to prepare for college								
Identifies the difference between college/high school								
Asks for needed accommodations in high school								
Knows difference between college programs/services								
Takes college entrance test: Registers and completes PSAT, ACT, SAT, etc.								
Applies for needed test accommodations								
Gathers documentation to self-identify disability								
Learns self advocacy: can self-identify disability								
Acquires needed accommodations in college								
PET 1 - Postsecondary Preparation TOTALS	10	10	10	10	10	10	10	10
Student TOTALS								

PET 2: COLLEGE/POSTSECONDARY SELECTION	By Age							
	14	15	16	17	18	19	20	21
Researches different colleges of interest (via internet, college nights, catalogues, newspaper)								
Makes list of possible colleges of interest								
Learns admission requirements								
Selects college								
Visits disability/support services office to determine support (self identify)								
Interviews other college students, visit classes								
Arranges finances for college: applies for grants, loans and federal aid								
Secures letter of recommendations								
Completes application process								
Applies for financial aid at college of choice								
PET 2 - College/Postsecondary Selection TOTALS	10	10	10	10	10	10	10	10
Student TOTALS								

POSTSECONDARY EDUCATION SKILL LIST TOTAL	By Age							
	14	15	16	17	18	19	20	21
Possible total by age	20	20	20	20	20	20	20	20
Student Information:								
<i>Student completed total by age</i>								

Notes: _____

Lined writing area consisting of multiple horizontal lines.

CATEGORY **E** (Employment Skill List)

E 1 PERSONAL SKILLS	By Age	14	15	16	17	18	19	20	21
Gets self up in morning									
Dresses appropriately for work									
Demonstrates good hygiene (clean, neat appearance)									
Gets to work on time									
Tells and understands time									
Knows elapsed time									
Tells time for lunch, breaks, etc.									
E 1 - Personal Skill TOTALS		7	7	7	7	7	7	7	7
Student TOTALS									

E 2 COMMUNICATION/INTERPERSONAL SKILLS	By Age	14	15	16	17	18	19	20	21
Knows how to handle stress properly									
Follows directions									
Listens for needed information & makes work adjustments									
Makes good decisions									
Uses correct language									
Accepts correction									
Gets along well with others, makes and keeps friends									
Works well with different people									
Has good self esteem									
Identifies and expresses emotions and feelings appropriately									
Self advocates: expresses opinions, wants/needs									
Knows it's okay to say no									
Solves conflicts with others									
Makes choices and accepts consequences									
E 2 - Communication/Interpersonal Skill TOTALS		14	14	14	14	14	14	14	14
Student TOTALS									

E 3		14	15	16	17	18	19	20	21
WORK SKILLS	By Age								
Begins work promptly									
Returns to work if distracted									
Makes adjustments for work load									
Works independently									
Admits mistakes									
Corrects mistakes									
Knows when help is needed									
Takes pride in work									
Knows and follows safety rules on job									
Completes work on time									
Knows and discusses any job accommodations									
Cares for tools, materials and work space									
"Clocks in/out" for work times, keeps time card if needed									
E 3 - Work Skill TOTALS		13	13	13	13	13	13	13	13
Student TOTALS									

E 4		14	15	16	17	18	19	20	21
OTHER	By Age								
Develops a resume									
Fills out a job application									
Interviews for a job									
Has reliable transportation									
E 4 - Other TOTALS		4	4	4	4	4	4	4	4
Student TOTALS									

EMPLOYMENT SKILL LIST TOTALS		14	15	16	17	18	19	20	21
	By Age								
Possible total by age		38	38	38	38	38	38	38	38
Student Information:									
Student completed total by age									

CATEGORY **IL** (Independent Living Skills)

IL 1 TRAVEL AND SAFETY SKILLS	By Age	14	15	16	17	18	19	20	21
Arranges transportation by calling for taxi or bus schedule									
Pays for cost of transportation									
Knows value of money, makes change for transportation costs									
Travels on a bus, makes transfers if needed									
Reads and follows a bus/taxi schedule									
Knows proper bus/taxi behavior									
Drives a car									
Understands personal safety rules									
Protects personal information (SSI #, PIN or password#, etc.)									
Practices personal safety at home and on the street (aware of surroundings, locks doors)									
Understands and obeys traffic lights & signs									
Travels alone safely									
Travels at night safely									
Travels freely									
Reads a map									
Plans a trip and navigates from point A to B									
Knows location of needed resources (bank, stores, pharmacy, hospital, doctor office, etc.)									
IL 1 - Travel Skill TOTALS		17	17	17	17	17	17	17	17
Student TOTALS									

IL 2 COMMUNITY PARTICIPATION SKILLS	By Age	14	15	16	17	18	19	20	21
Participates in social activities such as visits family, volunteers, joins club, plays cards or games, etc.									
Participates in sports such as bowling, swimming, baseball, basketball, hiking, etc.									
Attends movies, concerts or sports events									
Participates in community such as library, zoo, museum, concerts, community events									
Participates in group activities such as dancing, parties, church, choir, family events									
Eats at restaurant									
Orders from a menu									

IL 2 - Continued next page

CATEGORY **IL** (Independent Living Skills) (continued)

IL 2 – CONTINUED COMMUNITY PARTICIPATION SKILLS	By Age		14	15	16	17	18	19	20	21
Tips waiter/waitress, pays for meal										
Makes use of free time by playing video games, reading a book, using computer, listening to music										
Votes										
IL 2 - Community Participation Skill TOTALS	10	10	10	10	10	10	10	10	10	10
Student TOTALS										

IL 3 HOUSEHOLD MANAGEMENT SKILLS	By Age		14	15	16	17	18	19	20	21
Uses/cares for stove and microwave										
Uses/cares for dishwasher										
Uses/cares for small appliances (can opener, blender, coffee pot)										
Knows food preparation, stores food safely										
Plans balanced meals										
Has knowledge of food groups										
Knows how to cook food										
Reads and follows recipe										
Measures ingredients										
Knows food safety										
Goes grocery shopping										
Keeps and uses a shopping list										
Knows how to comparison shop										
Handles money or payment for food										
Makes healthy food choices										
Has a safe kitchen										
Knows how to use cleaning chemicals safely										
Knows how to prevent the spread of germs in foods and meats										
Cleans kitchen										
Washes dishes, cleans counter and table										
Sweeps and mops floor										
Takes out trash										
Cleans house										
Cleans, dusts furniture										
Washes windows										

IL 3 – CONTINUED	14	15	16	17	18	19	20	21
HOUSEHOLD MANAGEMENT SKILLS								
By Age								
Cleans bathroom								
Picks up after self								
Uses washer and dryer								
Sorts and folds laundry								
Uses laundry detergent/aids								
Makes/changes bed								
IL 3 - Household Management Skill TOTALS	31	31	31	31	31	31	31	31
Student TOTALS								

IL 4	14	15	16	17	18	19	20	21
MONEY, FINANCE AND BUSINESS SKILLS								
By Age								
Uses a calculator								
Knows personal information (SSI#, address, phone, etc.)								
Talks on phone, uses phone book, uses phone for specific purpose								
Writes a letter, addresses envelope								
Understands and files government taxes								
Understands contracts (leases, credit cards, etc.)								
Understands amount of money needed to buy items								
Counts money (bills & change) for purchases								
Understands debit card and fees								
Uses debit card to make purchases and withdrawals								
Knows how to use an ATM								
Understands credit cards use								
Knows about interest rates and fees								
Understands how a checking account works								
Writes checks								
Balances a checkbook, pays fees								
Understands debits and credits								
Understands how a loan works								
Manages loan payment book								
Manages/knows about delinquent charges, due dates								
Knows a good deal from a bad deal								
Understands monthly money planning								
Pays bills on time								

IL 4 - Continued next page

IL 4 – CONTINUED	14	15	16	17	18	19	20	21
MONEY, FINANCE AND BUSINESS SKILLS	By Age							
Budgets money to cover expenses								
Plans for “fun” money								
Saves for large purchases								
IL 4 - Money, Finance and Business Skill List TOTALS	26	26	26	26	26	26	26	26
Student TOTALS								

IL 5	14	15	16	17	18	19	20	21
SELF CARE AND MANAGEMENT	By Age							
Takes medicine as directed								
Orders prescription refills								
Knows what to do in an emergency								
Calls 9-1-1								
Knows basic first aid								
Knows personal/medical information								
Knows how to find and access information via phone book, internet, etc.								
Knows what a poison is								
Self advocates								
Expresses opinions, wants & needs								
Knows it is okay to say no								
Makes choices and accepts consequences								
Accepts correction								
Can identify feelings/emotions								
Gets along well with others								
Makes and keeps friends								
Listens and follows directions								
Makes good decisions								
Knows and handles stress properly								
Demonstrates good grooming (hair, teeth, deodorant, shaves)								
IL 5 - Self Care and Management Skill List TOTALS	20	20	20	20	20	20	20	20
Student TOTALS								

INDEPENDENT LIVING SKILL LIST TOTALS	14	15	16	17	18	19	20	21
	By Age							
Possible total	104	104	104	104	104	104	104	104
Student Information:								
<i>Student completed total by age</i>								

For additional copies of Skills List, or additional *Ready Set Go* Game sets, contact:

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