* Target a youth who is familiar to all members of the team. Or as many of the team as possible
* Gather background info on the student, PINS (Preferences, Interests, Needs, Skills, Strengths), IEP ---discuss with the team any other relevant information. Create a profile that describes the student as clearly as possible
* Determine need for the youth and assure it is an appropriate target for self-management for the youth. Use the Six Question survey reviewed in the PowerPoint presentation to help determine if the target is a fit for the youth
* Determine the skill needed based on the identified need. The target of a self - monitoring/self-management plan is to have the student use a desired skill or action that addresses an area of need. Example: Following directions independently, completing work in a timely manner, being able to recognize when he is off task and return to task completion, etc.
* State as a goal, such as: G will independently complete office routine using his self-management plan.
* Complete a task analysis for the steps of the targeted skill. Use the included forms or simply list the steps in the skill or task
* Select the EBPs that will be used to teach. Remember you may need to use more than one EBP, such as visual supports, prompting or chaining.
* Collect progress monitoring data. You may want to consider the task analysis form or one of the strategy ideas in the PowerPoint presentation.
* Celebrate success!