Task Analysis Protocol

Student/Employee Name: _____ Teacher/Coach: _____

Date: Job Task:

Steps of Task	Prompting Plan (Complete after Baseline)	Baseline Date:	Baseline Date:	Baseline Date:	Date:	Date:	Date	Date

Baseline:
For each step of the task completed independently, record a checkmark.
For each step completed with a prompt, record what type of prompt was used: **P**=Physical, **M**= Model, **G**= Gesture,
V= Verbal, **VS** = Visual Support (other than a gesture or model). If step was not completed, record an 'x' in the box.
Progress Monitoring:
After baseline, use the 'Prompting Plan" column to indicate the type of prompts that will be used (when necessary) to
teach those steps that the student was unable to complete independently.
Determine and record the order of the preferred prompts (least to most or most to least).
Note any special instruction, such as needed wait time, or specific words to be used for a verbal prompt.
Observe the student during the task and record as described above in the baseline data instructions.

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