#### 1a. Greeting Others: August 15 - August 18, January 8 - January 12

- 1. Look at the person.
- 2. Use a pleasant voice.
- 3. Say "Hi" or "Hello".

#### 1b. Following Directions: August 21 - August 25, January 16 - January 19

- 1. Look at the person.
- 2. Say "Okay."
- 3. Do what you have been asked right away.
- 4. Check back.

#### 2a. Getting the Teacher's Attention: August 28 - September 1, January 22 - January 26

- 1. Look at the teacher.
- 2. Raise your hand and stay calm.
- 3. Wait until the teacher says your name.
- 4. Ask your question.

### **2b.** Asking Permission: September 5 - September 8, January 29 - February 2

- 1. Look at the person.
- 2. Use and calm and pleasant voice.
- 3. Say, "May I ...?"
- 4. Accept the answer calmly.

## 3a. Accepting "No" for an Answer: September 11 - 15, February 5 - February 9

- 1. Look at the person.
- 2. Say "Okay".
- 3. Stay calm.
- 4. If you disagree, ask later.

# <u>3b. Accepting Criticism or a Consequence:</u> September 18 - September 22, February 12 - February 15

- 1. Look at the person.
- 2. Say "Okay".
- 3. Stay calm.

#### 4a. Disagreeing Appropriately: September 26- September 29, February 20 - February 23

- 1. Look at the person.
- 2. Use a pleasant voice.
- 3. Tell why you feel differently.
- 4. Give a reason.
- 5. Listen to the other person.

#### 4b. Making an Apology: October 2 - October 6, February 26 - March 2

- 1. Look at the person.
- 2. Use a serious, sincere voice.
- 3. Say "I'm sorry for...", or "I want to apologize for..."
- 4. Explain how you plan to do better in the future.
- 5. Say "Thanks for listening."

#### 5a. Having a Conversation: October 9 - October 13, March 5 - March 9

- 1. Look at the person.
- 2. Use a pleasant voice.
- 3. Listen to what the other person says.
- 4. When there is a break in the conversation, ask a question or share your thoughts.

### 5b. Asking for Help: October 16 - October 20, March 12 - March 16

- 1. Look at the person.
- 2. Ask the person if he or she has time to help you.
- 3. Clearly explain the kind of help you need.
- 4. Thank the person for help.

#### 6a. Staying on Task: October 23 - October 26, March 19 - March 23

- 1. Look at your task or assignment.
- 2. Think about the steps needed to complete the task.
- 3. Focus all of your attention on your task.
- 4. Stop working only when instructed.
- 5. Ignore distractions and interruptions from others.

### 6b. Using an Appropriate Voice Tone: October 30 - November 3, April 3 - April 6

- 1. Listen to the level of the voices around you.
- 2. Change your voice to match.
- 3. Watch and listen for visual or verbal cues, and adjust your voice as needed.

#### 7a. Working with Others (Being a Team): November 6 - November 10, April 9 - April 13

- 1. Identify the task to be completed.
- 2. Assign tasks to each person.
- 3. Discuss ideas in a calm, quiet voice, and let everyone share his or her ideas.
- 4. Work on tasks until completed.

#### 7b. Listening to Others: November 13 - November 17, April 16 - April 19

- 1. Look at the person who is talking and remain quiet.
- 2. Wait until the person is finished talking before you speak.
- 3. Show that you heard the person by nodding your head, saying "Okay" or "That's interesting," etc.

#### 8. Sharing with Others: November 20 - November 22, April 23 - April 27

- 1. Let the other person use the item first.
- 2. Ask if you can use it later.
- 3. When you get to use it, offer it back to the other person after you have used it.

#### 9. Giving Compliments: November 27 - December 1, April 30 - May 4

- 1. Look at the person.
- 2. Speak with a clear and enthusiastic voice.
- 3. Praise the other person's quality, activity, or project specifically by telling him or her exactly what you like about it.
- 4. Use words such as, "That was great," "Wonderful," or "That was awesome."
- 5. Give the other person time to respond to your compliment.

# AND Accepting Compliments: December 4 - December 8, May 7 - May 11

- 1. Look at the person.
- 2. Use a pleasant voice.
- 3. Say "Thank you."

### Review of All/Most Necessary to Review Skills (per classroom teacher)

December 11 - December 15 and December 18 - December 22

May 14 - 18 and May 21 - 24