

DISCRETE TRIAL DATA SHEETS

A single target sheet of ten sessions by ten trials, a mixed targets sheet, a receptive and expressive pair sheet, matching and sorting, imitation and following directions, a prompt fading tracker, a mastery and maintenance log, a daily session summary, a cumulative tracker and graph, and a weekly program review. Fillable PDF.

TRIALS Single Target Trial Sheet

One target, ten sessions of ten trials. The prompt level is written inside each session, so a rising percent at a falling level is visible on one page.

STUDENT _____ PROGRAM _____ TARGET _____ CRITERION (PAGE 5) _____

THE DIRECTION, AS THE TEAM WROTE IT _____ PROMPTED TRIALS COUNT AS CORRECT (AS YOUR PROGRAM SPECIFIES) _____

SESSION	DATE	PROMPT LEVEL	1	2	3	4	5	6	7	8	9	10	+	%
1														
2														
3														
4														
5														

TRIALS Mixed Targets Trial Sheet

One session, up to ten targets, ten trials each. For the program that rotates targets instead of running one to criterion.

STUDENT _____ DATE _____ PROGRAM _____ RUN BY _____

#	TARGET (TYPE IT)	PROMPT	1	2	3	4	5	6	7	8	9	10	+	%
1														
2														
3														
4														
5														
6														
7														

TRIALS Receptive and Expressive Pair Sheet

The same target measured two ways on one page. A student at 90 percent pointing and 40 percent naming has two numbers, and the program usually names which one counts.

STUDENT _____ PROGRAM _____ TARGET (THE SAME ON BOTH SIDES) _____ CRITERION (PAGE 5) _____

RECEPTIVE DIRECTION, AS THE TEAM WROTE IT _____ EXPRESSIVE DIRECTION, AS THE TEAM WROTE IT _____

Receptive — the student responds to the direction

DATE	1	2	3	4	5	6	7	8	9	10	+	%

Expressive — the student produces the label

DATE	1	2	3	4	5	6	7	8	9	10	+	%

TRIALS Imitation and Following Directions Sheet

Twelve targets, five sessions, a prompt code in every cell. The cell holds how much help it took, not just whether it happened.

STUDENT _____ PROGRAM _____ PROMPT LEVEL TO START (PAGE 5) _____ CRITERION (PAGE 5) _____

#	TARGET (TYPE IT)	TYPE	S1	S2	S3	S4	S5	I / S	%
1									
2									
3									
4									
5									
6									
7									
8									

PROMPTS Prompt Fading Tracker

One target, fourteen rows. The level used, how many trials were run at that level, how many were correct, and the decision your program's rule produced.

STUDENT _____ PROGRAM / TARGET _____ LEVEL THIS PROGRAM STARTED AT _____ CRITERION (PAGE 5) _____

SESSION	DATE	PROMPT LEVEL USED	TRIALS AT THAT LEVEL	CORRECT AT THAT LEVEL	%	LEVEL NEXT SESSION	DECISION (HOLD, FADE, STEP BACK) AND WHY

DAILY Daily Session Summary

One student, one day, up to eight programs. Trials run, correct, percent and prompt level, copied off the trial sheets so the day fits on one page.

STUDENT _____ DATE _____ RUN BY _____ SESSIONS RUN TODAY _____

PROGRAM / TARGET	SHEET (PAGE)	TRIALS RUN	CORRECT	%	PROMPT LEVEL	NOTES

Fillable PDF

18 Pages

Prompt Codes

Trial by Trial

Which Sheet for Which Program

Pick the sheet by how the target is taught, not by who the student is. Write the page number on the roster once and stop deciding it again every morning.

IF THE PROGRAM IS TAUGHT THIS WAY	USE	WHERE
One target, run to criterion before the next one starts	Single target trial sheet — ten sessions of ten trials on one page	Page 7
Several targets rotated inside one session	Mixed targets trial sheet — ten targets across, one session	Page 8
The same target taught receptively and expressively	Receptive and expressive pair sheet — two grids, one target	Page 9
Matching, sorting, or putting an array together	Matching and sorting trial sheet — twelve items by five sessions	Page 10
Motor imitation, or following a one-step or two-step direction	Imitation and following directions sheet — a prompt code per cell	Page 11
The prompt level is the thing that is changing	Prompt fading tracker — level, trials at that level, the fade decision	Page 12
A target that was mastered and has to keep holding	Mastery and maintenance log — four checks and a second setting	Page 13
One student, a whole day, several programs	Daily session summary — eight programs, trials, correct, percent	Page 14
“Is it going up?” for one target over time	Cumulative tracker and graph, then the weekly review	Pages 15, 16

The team writes the program, these sheets record it

The target, the direction as it is worded, the criterion, the prompt level to start at, the mastery rule and the maintenance schedule are decisions your team already made. Type them onto page 5 from the team’s own paperwork and every sheet after that is a record of what was decided. Nothing in this file tells you how to run a program or what to do inside a trial.

The marks, on every sheet

+ correct at the prompt level written for that session
 · – incorrect · **NR** no response, which is a trial given and not a correct one · a prompt code (page 5) in the cell records how much help the trial took. Percent = pluses ÷ trials given. Whether a prompted trial counts as correct is your program’s rule; write it at the top of the sheet.

How the paper moves

WHEN	WHAT
Every session	A row or a column on the trial sheet (7, 8, 9, 10 or 11), with the prompt level written beside it
Every day	The daily session summary (14), one line per program, copied off the trial sheets
Every week	Percents onto the graph (15), the fade rows (12) brought up to date, the weekly review (16) with the decision
When a target is mastered	The mastery and maintenance log (13) started, and the roster (6) dated

Single Target Trial Sheet

One target, ten sessions of ten trials. The prompt level is written beside each session, so a rising percent at a falling level is visible on one page.

STUDENT
PROGRAM
TARGET
CRITERION (PAGE 5)
THE DIRECTION, AS THE TEAM WROTE IT
PROMPTED TRIALS COUNT AS CORRECT? (AS YOUR PROGRAM SPECIFIES)

SESSION	DATE	PROMPT LEVEL	1	2	3	4	5	6	7	8	9	10	+	%
1														
2														
3														
4														
5														
6														
7														
8														
9														
10														

Why the prompt level sits beside the percent

Eighty percent at a full physical prompt and eighty percent independent are not the same session, and a percent alone cannot tell them apart. Write the level for the session in the third column; the fade tracker (page 12) reads this column and the percent together.

What was different in a session (materials, who ran it, time of day)

Mixed Targets Trial Sheet

One session, up to ten targets, ten trials each. For the program that rotates targets instead of running one to criterion.

STUDENT

DATE

PROGRAM

RUN BY

#	TARGET (TYPE IT)	PROMPT	1	2	3	4	5	6	7	8	9	10	+	%
1														
2														
3														
4														
5														
6														
7														
8														
9														
10														

TRIALS GIVEN THIS SESSION

CORRECT THIS SESSION

SESSION PERCENT

One session, one sheet

Each row is a target and gets its own percent, so a target sitting at two out of ten is visible beside one at nine out of ten instead of being averaged away. The session percent at the bottom is for the daily summary (page 14); the per-target percents are what the weekly review (page 16) reads.

Targets to pull out onto a single target sheet (page 7), and why

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PROMPTS Prompt Fading Tracker

One target, fourteen rows. The level used, how many trials were run at that level, how many were correct, and the decision your program's rule produced.

STUDENT	PROGRAM / TARGET	LEVEL THIS PROGRAM STARTED AT	CRITERION (PAGE 5)

SESSION	DATE	PROMPT LEVEL USED	TRIALS AT THAT LEVEL	CORRECT AT THAT LEVEL	%	LEVEL NEXT SESSION	DECISION (HOLD, FADE, STEP BACK) AND WHY

The rule your team wrote for changing the level

Copy it here in the team's words, with their numbers, before the first session. The decision column is then arithmetic, not a judgment call, and a substitute can fill the row.

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Changes made, with the session number

A change to the materials, the setting, who ran it, or the level itself belongs here with the session number, so a jump on the graph (page 15) has something beside it.

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DAILY Daily Session Summary

One student, one day, up to eight programs. Trials run, correct, percent and prompt level, copied off the trial sheets so the day fits on one page.

SESSIONS RUN TODAY

PROGRAM / TARGET	SHEET (PAGE)	TRIALS RUN	CORRECT	%	PROMPT LEVEL	NOTES
Day total						

DAY PERCENT

Copied, not collected

Nothing is scored on this page. The numbers come off the trial sheets at the end of the day, which takes about two minutes and means a program that never ran is a visible blank row rather than a gap nobody noticed until Friday.

Programs not run today, and why

EXAMPLE

A Single Target Sheet and a Week, Filled In

Noah is invented and so is every mark. The point of the page is that the fade at session 4 and the decision on Friday both came out of cells that were already written.

Single target trial sheet (page 7) — Noah, kindergarten (invented)

Program: receptive object identification, field of three · **Target:** cup · **Direction, as the team wrote it:** “Show me cup.” · **Criterion (page 5):** 80 percent or better on two sessions in a row at the current prompt level · **Prompted trials count as correct?** No.

S	DATE	LEVEL	1	2	3	4	5	6	7	8	9	10	+	%
1	9/8	M	+	–	+	+	NR	+	–	+	+	–	6	60
2	9/9	M	+	+	–	+	+	+	–	+	+	+	8	80
3	9/10	M	+	+	+	–	+	+	+	–	+	+	8	80
4	9/11	G	+	–	+	+	–	+	+	–	+	+	7	70
5	9/12	G	+	+	+	+	–	+	–	+	+	+	8	80
6	9/15	G	+	+	+	+	+	+	–	+	+	+	9	90

Session 1 has an NR at trial 5: a trial given, not a plus, so the percent is 6 of 10. The six session percents are 60, 80, 80, 70, 80, 90.

Prompt fading tracker (page 12), same six sessions

SESSIONS	LEVEL	TRIALS	CORRECT	%	DECISION
1–3	M	30	22	73	80, 80: two in a row at or above 80, so G from session 4
4–6	G	30	24	80	80, 90: the rule is met again, so session 7 is written for V

M rows: $6 + 8 + 8 = 22$ of 30, 73 percent. G rows: $7 + 8 + 9 = 24$ of 30, 80 percent. The trials column is the same 30 both times, so the two percents can be compared.

Weekly program review (page 16), written Friday 9/12

PROGRAM	THIS WEEK %	LAST WEEK %	TREND	DECISION
Cup, receptive	74	–	Up	Continue; fade recorded

The week of 9/8 is sessions 1 to 5: $6 + 8 + 8 + 7 + 8 = 37$ of 50 trials, 74 percent. Last week is an en dash because the program started on 9/8; session 6 (9/15) belongs to the next week.

What the marks decided, and what they did not

Both decisions are arithmetic against a rule Noah’s team wrote on page 5 before the first session: the level moved from M to G after session 3 (80 then 80), and Friday’s decision was **continue** at 74 percent for the week. Nothing here says how the trials were run or what followed an error; it says what was marked, at what level, on what date.