

Activity Record - Completion of tasks within a specified set time

Pupil Name: **Completed by:**

Date	Details of Task / Activity	Time set to complete	Amount completed in set time	Comments
<p>Example 2.3.95</p>	<p>Writing - describing science experiment on the effects of light on plants, explaining what we did to make sure it was a fair test</p>	<p>1 hour 9.30 - 10.30</p>	<p>Completed writing and one out of three diagrams</p>	<p>Needed to rehearse what we did for a fair test individually with adult before starting to write and needed two further prompts. Off task (talking, out of seat) 4 times, brought back by reminders of time by which task should be completed. Earned bonus point for completing in set time</p>

Possible ways to 'sample' the target behaviour

- record all tasks set for individual work for one week
- record all set individual tasks for mornings one week, and afternoon the next week
- record all set individual tasks on alternate days for two weeks

Make sure that the pupil is aware of the amount of time s/he has to complete the task - this could be decided in negotiation with the pupil

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