

Task Analysis Checklist

A task analysis breaks down a skill that has multiple components into individual steps. Each step builds on the prior step to assist in reaching the higher-level skill. This is called *chaining* steps to reach a *target skill*. The steps are learned sequentially leading to mastery of the target skill.

✓	Steps
	Step 1. Identify the Target Skill
	Step 2. Identify the Prerequisite Skills of the Learner and the Materials Needed to Teach the Task
	Step 3. Break the Skill into Components (observe someone, implement yourself, watch a video)
	Step 4. Confirm that the Task is Completely Analyzed for the needs of the child
	Step 5. Take Baseline Data for Each Step
	Step 6. Determine How the Skill Will be Taught
	Step 7. Implement Intervention and Collect Data to Monitor Progress

Example steps for brushing teeth:

- Pick up the tooth brush
- Take the cap off the tube of toothpaste
- Put paste on the brush
- Wet the brush
- Brush the outside of the bottom row of teeth
- Brush the outside of the top row of teeth
- Brush the biting surface of the top row of teeth
- Brush the biting surface of the bottom row of teeth
- Brush the inside surface of the bottom row of teeth
- Brush the inside surface of the top row of teeth
- Rinse mouth and spit in the sink
- Rinse the brush
- Replace the brush in the holder
- Wipe mouth with a towel