

EMPLOYABILITY CONTENT AREA SKILLS

Horizontal and Vertical Curriculum Progression

Work Skills

PRIMARY	INTERMEDIATE	MIDDLE SCHOOL	HIGH SCHOOL/TRANSITION
Work in a designated area.	Stay on task for a specified amount of time.	Complete tasks within a specified amount of time.	Complete tasks within a specified amount of time.
Complete repetitive tasks and/or processes independently.	Work independently and/or within a group (e.g., during an assembly-line activity). Complete repetitive processes independently.	Work at a steady pace. Work independently for a specified amount of time.	Work independently for a specified amount of time.
Follow one- or two-step oral directions.	Follow one- to three-step oral directions.	Follow one- to four-step oral directions.	Follow one- to four-step written and oral directions.
Complete tasks within a specified amount of time.	Complete tasks within a specified amount of time.	Follow one- to four-step written directions.	Follow multiple-step oral directions.
Match objects and/or pictures using one-to-one correspondence.	Match objects to icons or pictures.	Assemble multiple parts.	Assemble multiple parts to make a whole.
Follow directions with picture symbols.	Follow directions with picture symbols and words.	Follow directions with picture symbols and words.	Follow directions with picture symbols and words.
Sort objects by 1–2 characteristics.	Sort objects by 1–3 characteristics.	Sort objects by 1–4 characteristics.	Sort objects by multiple characteristics.
Recognize the need for help.	Ask for help when needed.	Initiate asking for a new task.	

EMPLOYABILITY APPLICATION SKILLS

Primary

Grades K–2



WORK SKILLS

Develop skills necessary to function within the classroom and school.

- Work in a designated area.
- Complete repetitive tasks and/or processes independently.
- Follow one- or two-step oral directions.
- Complete tasks within a specified amount of time.
- Match objects and/or pictures using one-to-one correspondence.
- Follow directions with picture symbols.
- Help put things away.
- Engage in a simple, directed cooperative activity.
- Complete an assigned task.
- Begin to work independently and/or within a group (e.g., during an assembly-line activity).
- Begin to match objects to icons or pictures.
- Sort objects by size, shape, or color.
- Sort objects by 1–2 characteristics.
- Recognize the need for help.
- Ask for clarification when a task is not understood.
- Comply with a request.
- Practice standing in line and staying in place.
- Follow and understand a classroom schedule and daily routine.
- Use and access personal school items (e.g., a bin, cubby, locker, bag, and/or workspace).
- Practice safe environmental mobility in the classroom.
- Retrieve items upon request.
- Organize objects for a specific purpose.

EMPLOYABILITY SKILLS

Utilize developmentally appropriate employability skills within the classroom and throughout the school.

- Understand how to line up (stand and walk).
- Follow classroom and school rules.
- Display appropriate behavior.
- Use vocabulary related to manners (e.g., “please” and “thank you”).
- Return materials to a designated area after use.