

TASK ANALYSIS DATA SHEET

Record independence (+), prompt level (P, G, M, PP, FP), or failure (-) for each step.

Client Name: _____

Task / Skill: _____

Date: _____

Start Time: _____

Observer: _____

End Time: _____

Location: _____

KEY

+

Independent

P

Verbal
Prompt

G

Gestural
Prompt

M

Model
Prompt

PP

Partial Physical
Prompt

FP

Full Physical
Prompt

-

Failure /
Incorrect

STEP	TASK STEP / DESCRIPTION	SESSION									
		1	2	3	4	5	6	7	8	9	10
1											
2											
3											
4											
5											
6											
7											
8											
9											
10											

NOTES / COMMENTS



Consistent data. Clear progress. Better outcomes.