

Task Analysis Recording Sheet

Opening a Bottle

Client Name:

Trainer Name:

Note: Please ensure that a water bottle with a twist cap is within arm's reach of the teaching area

Date																		
Initials																		
1. Pick up water bottle with one hand																		
2. Use other hand to grasp bottle cap																		
3. Twist bottle cap counterclockwise (left)																		
4. Keep twisting counterclockwise (left) until cap comes off																		

NOTES

Types of Prompts

I = Independent (completely independent, no help needed whatsoever. Specify whether it is independent when transferred to different environments)

V = Vague Verbal (no direct reference to what has been done. Example: did you forget something?)

SV = Specific Verbal (specific reference to what has been done. Example: “now pick up the toothpaste”)

G = Gestural (using a gesture to give the client a good idea of what needs to be done. This often is accompanied by a specific verbal prompt)

M = Model (trainer completes the step/task first to demonstrate. Example: show the client how to push a button)

P = Physical (trainer does the step/task with the client using a physical prompt (e.g., gentle nudge, hand-under hand, hand-over-hand)

N = Not Applicable