



HOW TO MAKE A VISUAL SCHEDULE TO SUPPORT YOUNG CHILDREN WITH CHALLENGING BEHAVIOR

**Rochelle Lentini and Lise Fox
University of South Florida**

GETTING STARTED!

1. Gather Materials such as scissors, glue stick, poster board, clear contact paper, Velcro, pictures (photographs, pictures from magazines, computer programs, food labels, etc.).
2. Choose pictures for the schedule you wish to create. Keep in mind that a visual schedule helps children anticipate transitions and activities. It may outline parts of a day, half-day or an entire day.
3. Cut your pictures. Mount (glue) on same size poster board or manila folder for durability. Keep in mind your child's developmental level.
4. Laminate or cover the pictures with clear contact paper.
5. Put a small piece of Velcro on the back center of each picture. Use the same type of Velcro for the back of the pictures and the opposite type for the schedule board.
6. Create a strip/board to hold the pictures using poster board. Make it long enough to hold pictures for several activities. Laminate and put a Velcro strip across or down the center. Put Velcro on the backs of the pictures to attach to the strip on the schedule. If needed add a pocket at the end that represents "finished" or "all done." Otherwise pictures can be turned over to indicate "all done." In this case, a piece of Velcro goes on the front of the picture and on the back. TIP: The schedule may be vertical or horizontal.
7. Velcro the pictures to the schedule in the order activities occur. Depending on the child, use only a few pictures at a time (e.g., part of a day) OR individually present the pictures to the child by pulling them off of the schedule to show them.
8. Show the schedule to the child. Orient the child to the schedule and model by hand-over-hand, touching, or pulling off the pictures. Remove pictures with the child at the end of each activity and place in pocket or turn them over.
9. Use the schedule! Keep the schedule near the child and at eye level. Use the schedule as part of the class routine. Praise child for following the schedule appropriately.



PHOTOGRAPH TIPS

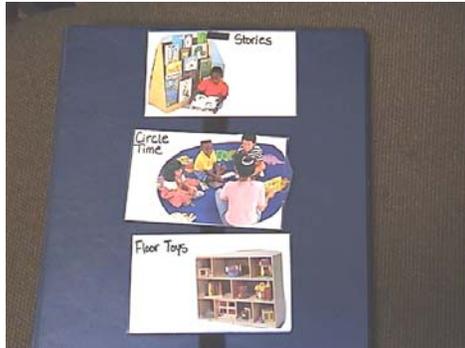
1. Children communicate and understand at **different symbolic levels**. First, determine your child's "**visual stage**" (or combination of):

Symbolic Level	Description of Symbolic
Object Stage:	use of actual objects to communicate
Photograph Stage:	use of real photographs (photo, digital, scanned, magazines, catalogs, coupon adds, etc.) for communication needs
Picture Symbolic Stage:	use of colored line drawings (hand drawn or commercially produced) for communication needs
Line Drawing Stage:	use of black and white line drawings (hand drawn or commercially produced) for communication needs
Text Stage:	use written form of words and/or numbers for communication

2. Add **text to** photographs, pictures, and line drawings to promote reading. Text also helps adults use the same language for a particular item.
3. Present visuals **from left to right** if your child scans horizontally or **top to bottom for** vertical scanners. The orientation depends on how the child scans.
4. **Photographing tips:**
Place item or object on a **solid/high contrasting background** when taking photo. *Note: If you want to communicate, "go potty" take a photograph of the toilet; to help the child focus on the main item avoid including other items in the picture.*
Try to take the photograph from the **child's perspective**.
5. **Preparing the picture visuals:**
Make the "picture" sturdy, **easy to handle**, and durable by using cardstock, or glue to a manila file folder, then cover with contact paper or laminate.
6. **Pictures can be obtained from a variety of places:**
Photographs: camera, digital, computer scanning, magazines, catalogs, coupons, advertisements, Izone Camera, internet sites, commercial computer programs...
Picture Symbols & Line Drawings: computer scanning, magazines, catalogs, coupon adds, internet sites, commercial computer programs, coloring books and dittoes, hand drawn pictures, etc.



SAMPLE SCHEDULES



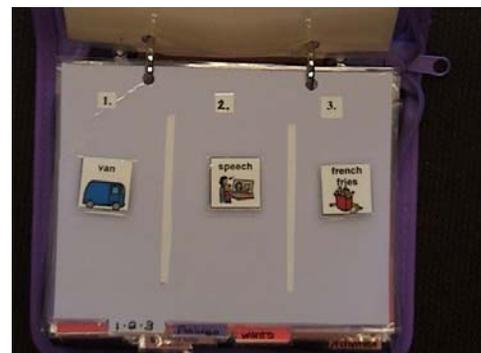
Binder with schedule pictures from catalogs and glued to index cards. Flip picture over to indicate "all done."



Class photo schedule in clear pockets for easy removal.



Boardmaker® schedule pictures with removable miniatures to carry while transitioning from one location to another.



Mini photo album used for carrying visuals when traveling from one location to another.