Teaching the Student with a Visual Impairment





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Teaching the Student with a Visual Impairment Catalog Number: 1-08290-01

Job Readiness Checklist

Materials Tote

Job Readiness Checklist for Visually Impaired Persons

Teacher: _____ Date: _____

Please evaluate the student's capability for each of these skills, indicate yes or no in the applicable box, and make any necessary comments.

 Skill	Comments
Social/Emotional Skills	
Gets along with peers/adults	
Participates in group activities	
Gets along with family members	
Maintains self-control when angry	
Accepts reasonable delays	
Avoids self-destructive behaviors	
Can tell about successes and failures	
Reacts positively to most requests	
Deals with criticism in a socially acceptable manner	
Sticks with tasks to completion	
Tolerates changes in routine	
Follows through on commitments without reminders	
Respects others' personal space and property	

This checklist is included with permissions from:

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and

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and

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Technical Schoo	I Preparation	(Optional)
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Has inquired about financial aid for school
Has visited technical school campuses
Has contacted instructors and counselors regarding courses and special needs
Has requested and completed application for admittance
Can travel independently around a technical school's campus
Can travel independently from campus to town
Knows different forms of assistance available and can acquire them (i.e., readers, large print materials, braille paper, etc.)
Knows where to gain information on high tech equipment that may be available
Knows various forms of transportation available and how to access them (i.e., public bus, taxi, Open Door, etc.)

	Accepts responsibility for own behavior. Does not blame oth
	Asks for assistance only when absolutely necessary
	Functional Personal Skill
	Follows simple instructions
	Makes telephone calls
	Takes written telephone mess
	Remembers telephone numb
	Sets own appointments
	Performs responsible routine ch
	Writes simple letters
	Selects own purchases, clothing, gifts, etc.
	Dresses self correctly
	Plans future activities
	Can cross street without assist
	Asks for assistance when lost
	Uses pay telephone with coin
	Uses pay telephone with calling card

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	Can receive and relay simple messages
	Expresses the need to eat, drink, or use the restroom
	Correctly responds to informational signs/sounds in the environment (telephone, elevator, etc.)
	Budgets money over time
	Gives right amount of money necessary for purchases
	Knows how to comparative shop
	Has own checking or savings account
	Goes to store by self
	Can correctly estimate cost of items
	Writes checks independently
	Knows how to pay bills
	Understands what an account number is
	Keeps appointments on a calendar
	Can tell time on a wristwatch
	Knows days of week, months, and year
	Can write own signature

ΟΥΟΝ	Watches younger children
	Runs errands for others
	Can be responsible for same age peer
	College Preparation (Op
	Has inquired about financial aid for college
	Has visited college campuses
	Has contacted instructors and counselors regarding courses and special needs
	Has requested and complete application for admittance
	Can travel independently around a college campus
	Can travel independently from campus to town
	Knows different forms of assistance available and can acquire them (i.e., readers, la print materials, braille paper,
	Knows where to gain inform on high tech equipment that be available
	Knows various forms of transportation available and to access them (i.e., public b

taxi, Open Door, etc.)

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Plays cards/table games
Reciprocates social invitations
Goes out to eat with a group and can order independently
Offers ideas on how to involve self in activities not adapted for individuals who have a visual impairment
Human Sexuality and Social Responsibility
Expresses affection appropriately
Is able to distinguish between intimacy and friendly affection
Demonstrates ability to refuse physical contact from another individual
Goes out on dates
Forms friendships and platonic relationships
Has one special friend
Differentiates between public and private places for private and/or personal behaviors
Knows how to flirt appropriately
Understands the importance of not talking to strangers or getting into their cars
Keeps items in proper places

\Box Y \Box N Knows own address and telephone number \Box Y \Box N Arranges for own transportation \Box Y \Box N Arranges for reader services \Box Y \Box N Knows what to do in case of an emergency \Box Y \Box N Goes for walks at home independently \Box Y \Box N Is able to move from one classroom to another independently, without being accompanied by a friend or \Box Y \Box N Is able to cross a street independently in a residentia setting or neighborhood \Box Y \Box N Is able to cross a street independently where there is traffic signal controlling traffi **Work-Related Skills** \Box Y \Box N Knows how to order special equipment (i.e., watch, brail bold-lined paper, books on t braille or large print books) □ Y □ N Knows own social security nu □ Y □ N Makes contact with Vocatio Rehabilitation counselor

□ Y □ N Knows how to fill out an application for a job

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Knows where to look for a job,			Recreational Skills
(newspaper, school, friends, etc.)		YDN	I Watches television and can change channels independent
 Has worked outside the home Can explain own disability(ies) to others		YON	Has a hobby/craft activity in a area of interest for leisure time
Can explain how the aids and equipment s/he needs are used		YON	I Listens to records, tapes, or radio and can change them independently
Can negotiate with adults for special adaptations		YON	I Can independently attend movie, play, concert, etc.
Can write a thank you note or letter		YDN	Exercises regularly
Knows how to check the spelling of words when uncertain of the		YON	I ls an active spectator at sporting events
 correct spelling			Goes shopping independently
Knows how to address an envelope		YON	Swims and/or sunbathes
Understands agreements		YDN	Attends dances
before signing them Understands wages, with-	O`	YDN	Visits with neighbors, friends, and family members
holdings, benefits, taxes, etc.			Asks a friend to do a fun activ
Exhibiting Acceptable Behaviors			I is a member of a club
Gives firm handshake		r Lin	or organization
Introduces self to others		YDN	I Participates in games such as softball, bowling, etc.
Speaks clearly and distinctly	_		
Speaks in a loud enough voice (appropriate level for given situation)	O`	YON	I Visits with neighbors, friends, family members for purpose of participating in an activity

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Knows how to clean windows
Knows how to dust
Can independently organize closet
Knows how to change a light bulb
 Preventive Health Care Skills
Refuses drugs or any other medication offered by strangers
Understands sexual intercourse can lead to pregnancy, venereal disease, or AIDS
Understands birth control methods
Distinguishes between appropriate and inappropriate touching
Politely excuses self if a stranger lingers too long or asks personal questions
Can distinguish rape from sexual intimacy and communicates difference
Would yell for help if strangers become physically aggressive

Has good posture when standing or sitting
Directly answers all questions (use of good judgement if a question is too personal)
Uses correct grammar
Answers questions completely
Gives accurate and honest answers
Is courteous to others
Maintains eye contact when speaking with others
Is pleasant and good compar
Acts natural by being him/he
Asks good/appropriate questi
Replies "thank you" when appropriate
Doesn't use slang or profane language at inappropriate tin
Doesn't interrupt the speaker
 School or Work-Related
Bathes or showers regularly
Uses a deodorant
Washes hair regularly

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Grooming Skills

ΟΥΟΝ	Hair is neat and trimmed
	Hair is combed/brushed
	Is able to use hair dryer, curling iron, etc.
	Brushes teeth regularly
	Uses dental floss
	Can take care of self during menstrual cycle
	Shaves independently
	Uses make-up appropriately
	Fingernails and hands are clean
	Style in clothes is recent
	Clothes fit well
	Shoes are well-kept (clean/polished)
	Purse or wallet is orderly
	Health Skills
	Takes medication without reminders
	Will see a doctor when ill
	Knows how to make own appointment with doctor
	Knows basic first aid

Independent Living Skill \Box Y \Box N Washes, dries, and irons clothes independently \Box Y \Box N Independently color-coordinates clothes \Box Y \Box N Can grocery shop independe \Box Y \Box N Has a system for identifying canned and packaged food items (i.e., braille labels) □ Y □ N Prepares meals independent \Box Y \Box N Cuts meat and food independently \Box Y \Box N Knows how to use a can ope \Box Y \Box N Knows how to wash, dry, and put away dishes and utensils \Box Y \Box N Operates appliances independently (dishwasher, food processor, blender) \Box Y \Box N Knows how to clean a sink and bathtub \Box Y \Box N Knows how to measure ingredients \Box Y \Box N Knows how to follow a recipe \Box Y \Box N Knows how to use a vacuum \Box Y \Box N Knows how to use a broom and dustpan

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