

Using a 3 Slotted Schedule Box for 3-Step Sequences

What is it?

- A 3-Slotted Schedule Box consists of 3 small, attached boxes (or containers).

TIP: You can use any kind of simple, sturdy boxes. You can use a commercial schedule box or simply attach shoeboxes together!

- An All Done Bin typically accompanies the Schedule Box.



Why Use a 3- Slotted Schedule Box?

- A 3-slotted schedule box is used to assist the student (and staff) in completing a three step sequence. It allows the teacher to set up an activity with distinct boundaries with a beginning, middle, and end / first, next, last.
- This format structures and organizes parts of an activity. The unpredictability of activities is lessened.
- The student can take each item out of the box with an adult's assistance or independently.
- The teacher can pre-teach / preview the all the steps of the sequence, and then focus on one item at a time.
- Each slot represents a step in the sequence of the activity.

Here is an Example of How To Use a 3- Slotted Box:



1. Teacher breaks the activity up in to 3 sequential steps.
2. The teacher fills the schedule box with objects for each step of the activity.
3. The teacher reviews the sequence with the student, having them listen to the spoken word, look at and touch each item. For example, "First, we get paper. Then we squeeze the glue. Then we sprinkle the glitter. Then your card is all done."
4. Then, the teacher and the student go through each individual step, removing objects one at a time to complete the activity. After using the glue and the glitter, those objects go in to the All Done Bin.