

## PERSONAL PROGRAM PLAN (PPP) GUIDELINES: ELEMENTARY

### 1. ORAL PRODUCTION

- enunciation and pronunciation
- stress and intonation
- amount and type of vocabulary (i.e. understands basic vocabulary)
- use of single words, phrases, sentences
- correct and varied sentence construction
- grammar related errors: subject/verb agreement, use of pronouns, tense, word order, use of prepositions
- is able to participate in a conversation
- listens carefully/follows directions

### 2. COMPREHENSION

Consists of two parts: reading and listening

- understand directions
- story retell:
  - unprompted: is the child able to retell the story without aid or requiring few questions as a guide?
  - prompted:
    - 1) What types of questions does the child have problems with: remembering details, characters, plot, sequence, inference, opinion, synthesizing, analyzing, associating
    - 2) Does the student use vocabulary from the story?

NOTE: If the student does not have the language for a reading or listening inventory, record that and include the results of the vocabulary test.

### 3. READING

- predicting skills, using title and picture clues
- types of reading errors: substitution, omission, insertion, punctuation
- self-corrections, repetitions
- patterns: repetitions, looking only at the beginning/end of words, uses context, uses
- picture clues, vowel sounds, phonic knowledge
- reads: w/w/, in phrases, with expression

NOTE: If child is not able to read, indicate which consonant/vowel sounds the child has.

### 4. WRITING

- content of sample
  - beginning, middle, end
  - clear, organized
  - sequential
  - topic and thought development

- vocabulary
  - correct use
  - varied word choice
  - clear meaning
- mechanics and Grammar
  - punctuation
  - capitalization
  - spelling
  - sentence variation and construction
  - paragraphing
- can student read written copy
  - accuracy
  - self-corrections

## **5. GENERAL COMMENTS**

- hearing, sight
- student's reactions, eg: fidgety, nervous, cooperative
- body language