

Helpful Hints

- Remember that task breakdown is the process of breaking tasks into smaller, separate steps to help create structure (i.e. putting on a jacket).
- As you begin to plan a task breakdown exercise, write down each step that you can think of.
- Identify in which steps your loved one becomes most involved.
- Keep the steps of the exercise simple.
- As you try a task breakdown exercise, speak directly to your loved one.
- Encourage your loved one to participate.
- Use short, simple words and sentences.
- Speak slowly, clearly, and calmly.
- Remain respectful, easy-going, and encouraging.
- Allow your loved one the time he/she needs to understand the task.
- To help your loved one remember the task breakdown steps, use spoken, physical, and visual cues.
- If you find your loved one is having a difficult time with the task breakdown designed for him/her, try simplifying the sub-tasks even further.