



DAILY PROGRESS REPORT

The Daily Progress Report (*Crone et al., 2004*) is used to track disruptive behaviors of individual students. The Daily Progress Report is a goal sheet that students carry with them to each class to collect teachers' ratings of classroom behaviors. Individualized student goals are listed along the left-hand column, and simple ratings (Yes=2, Partly=1, or No=0) capture teachers' ratings of how well the student met each goal. There are also comment sections for both teachers and parents to provide feedback pertaining to the report. The Daily Progress Report can be individualized to reflect students' particular learning goals, summarized across classrooms and teachers to describe behavioral patterns across settings, and summarized over time to describe the impact of behavioral interventions.

What kind of behaviors would this measure be useful in tracking?

The Daily Progress Report is a useful tool for gathering information on frequently occurring disruptive behaviors. Examples of such behaviors include: calling out in class, being respectful to teachers/staff, keeping hands and feet to self, staying on task, and following directions. The Daily Progress Report may be used as an independent collection tool or in conjunction with other tools (e.g., The Self Graphing Data Form) for documenting individual behaviors and goal progress.

What are some examples of goals that would be appropriate for this measure?

The Daily Progress Report can be used to collect information on goals that aim to decrease disruptive behaviors. Examples of such goals include:

During designated observation periods, SG will keep his hands and feet to himself 4 out of the 5 periods observed.
During designated observation periods, AD will follow directions 4 out of the 5 periods observed.

ADVANTAGES

- Easy to modify for individual students and goals
- Provides helpful information pertaining to behavior patterns across settings surrounding the behavior

DISADVANTAGES

- Ratings are subjective; may be different from teacher to teacher
- Does not provide information about the context/situation

Daily Progress Reports Instructions

Please keep one form per student and fill out the information on a daily basis. Start by filling in the information at the top of the form. This includes the date, school name, student initials, and the teacher name (or the name of the person who will complete the form each day).

For each student, decide which goals you wish to address and the subjects in which you wish to monitor the student's goal progress. In the example below, Mr. Jennings would like to monitor if Mary talks respectfully to teachers and staff and if she raises her hands when she has something to say during class. He would like to monitor her goal progress during all of her core subject areas.

Once ratings have been given for each subject, compute the Daily Progress Score by dividing total points earned that day by total points possible. Two comment sections are provided at the bottom of each sheet for both teacher and parent comments. Daily Progress Reports can be sent home daily or weekly, depending on teacher objectives, student goals, and parent request.



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Daily Progress Report Example with Matching Goals

EXAMPLE

Goal 1: During designated observation periods, MP will talk respectfully to teachers and staff 4 out of 5 periods observed.

Goal 2: During designated observation periods, MP will raise her hand when she has something to say 4 out of 5 periods observed.

Date September 22, 2011 School South Middle School Student Name MP

Teacher Name Mr. Jennings

Teachers: In the "Goals" column write the student's goals you wish to address. In the shaded row under "Daily Subjects", write the academic subjects during which you will monitor the student's goal progress. For each goal, write whether the student has met his/her goals for that subject by writing '0' if they did not meet their goal, '1' if the goal was partly met, and '2' if the goal was fully met. Total the points earned across all of the goals for each subject area. Then, compute total points earned and divide that by the total points possible to find the Daily Progress Report Score. Please write any comments you would like to share with the student's parent in the box provided.

Parents: Please write any comments you would like to share with your child's teacher in the box provided. Please sign and return to school.

0=No 1= Partly 2= Yes

GOAL:							
BEHAVIORS	Daily Subjects						
	Reading	Math	Social Studies	Grammar	Science	Spelling	
Talks respectfully to teachers/staff	2	0	1	2	1	1	
Raises hand when has something to say/share	1	0	1	1	2	1	
<i>Total Points</i>	3	0	2	3	3	2	

Daily Progress Report Score: 13 (Total Points Earned) / 24 (Total Points Possible) = 54 %

Teacher Comments:

MP refused to raise her hand in math class and eventually had to be removed from the classroom

Parent Comments:

Parent Signature: _____

	A	B	C
1	Date	Baseline	Intervention
2	2-Oct	13	
3	3-Oct	12	
4	4-Oct	14	
5	5-Oct	15	
6	6-Oct	13	
7	9-Oct		14
8	10-Oct		14
9	11-Oct		16
10	12-Oct		15
11	13-Oct		17

