Appendix

Correct and Incorrect Use of Most-to-Least Prompting

1. **Steps trained in order.**

**Correct:** all steps trained in sequence listed on task analysis.

**Incorrect:** all steps not trained in sequence listed on task analysis (e.g., steps out of order or a step is skipped)

1. **1st trial full guidance.**

**Correct:** instructor physically guides student through all steps on task analysis.

**Incorrect:** instructor does not physically guide student through all steps on task analysis.

1. **Prompts on successive trials are less assistive.**

**Correct:** after the first trial, physical prompts are less assistive on a given trial relative to the preceding trial; less assistive means (1) *for at least one step* on the target trial the instructor begins by *guiding* the learner through the step but then stops the guidance at a point earlier than on the previous trial for that step, and (2) there is *not more assistance* *on any step* for the target trial relative to the preceding trial (i.e., the instructor must not stop the guidance past the point where the guidance was stopped on the previous trial – if this happened it would mean that the instructor is providing more manual guidance for a given step relative to the previous trial); also, if the learner does not complete a respective step (but does not make an error), the instructor then guides the learner through the remaining part of the step. **Note: the controlling prompt must be the physical guidance (full or partial).**

**Incorrect:** prompts are not less assistive on a given trial relative to the preceding trial as described above.

**NA (Not Applicable):** no prompting is needed due to the learner completing respective steps independently.

1. **Error correction.**

**Correct:** if a learner makes an error on a step, the instructor immediately interrupts the learner action and provides increased assistance to complete the step correctly; the assistance provided during the correction must be sufficient such that the learner correctly completes that step correctly on the second attempt (such assistance usually will be full guidance by the instructor).

**Incorrect:** if a learner makes an error on a step and the instructor does not (1) immediately interrupt the learner action, (2) does not provide increased assistance on the next attempt, and/or (3) the assistance is not sufficient such that the learner does not complete the step correctly on the second attempt.

**NA (not applicable):** learner makes no mistakes such that no error correction is necessary.

1. **Positive consequences.**

**Correct:** the instructor provides a positive consequence when the learner correctly completes the last step in the task; positive consequences can be provided following correct completion of task steps prior to the last step but this is not required to be correct.

**Incorrect:** the instructor does not provide a positive consequence when the learner correctly completes the last step in the task and/or a positive consequence is provided following a step that was not correctly completed prior to the last step in the task.