| **Assessment** |
| --- |

| **Date:** | **Student Name:** |
| --- | --- |

| **Lesson:** |
| --- |

| Filing |
| --- |

| **Tasks Observed:** |
| --- |

| Filing |
| --- |

| **Stocking:** |
| --- |

| **Task Steps** | **Performance**  **0 = no attempt**  **1 = student attempted but needed assistance**  **2 = student completed independently** | **Comments** |
| --- | --- | --- |
| Able to alphabetize |  |  |
| Places paper/file in correct spot |  |  |
| Completes assigned task |  |  |
| Asks for assistance if needed |  |  |
| Total # of points |  |  |

| **Observer Name:** |
| --- |