

TESTING KIT AND TEACHING MATERIALS

If you have purchased the ready-made Online Materials Bundles, the supplemental materials within each assessment and program are provided as a backup and/or for downloading and creating additional sets of materials. One set of ALL of the materials is provided in ready-to-use format in your Online Materials Bundle. Use these suggestions and instructions if you do not have an Online Materials Bundle or you would like to create additional sets of materials.

If there are assembly instructions, such as copy, cut, and laminate, you will find directions on the last page of this document under Materials that Require Preparation. It is recommended you read all instructions prior to printing and creating materials.

All flash cards are offered in two different formats:

1. **Pages/Sheets (8 ½ x 11)**—The pages are aligned so you can easily cut several sheets at a time into cards, or have them cut using an industrial paper cutter in stacks.
2. **Notecard Size (3x5, 4x6, or 5x8)**—To save time cutting, print directly onto notecards. See Suggested Additional Supplies for index card, laminate, and Velcro recommendations.

FILLABLE FORMS:

Most of the Teaching Materials are provided in PDF format, however, some generic forms are offered as “modifiable”. If there are PDF forms you want to make fillable, use the fill and sign feature in Adobe Acrobat Reader DC (free to download). If there are other options or formatting requests, we encourage you to contact us on our website to make requests and/or provide feedback.

TEACHER TIP:

To minimize the number of materials used with students, print the sets of pages and use them whole instead of cutting them into cards. This is especially helpful with students who might throw or clear tables. Use the blank Word.docx template to create different patterns. For example, the sight word sets you are given are written in alphabetical order and are separated by initial caps, lowercase, and uppercase. If you have an Elementary student working on Set 6—Shapes, the shape word sheets look like this:

SET 6 - SHAPES
INITIAL CAPS

Circle	Diamond
Heart	Oval
Rectangle	Square
Star	Triangle

FUNCTIONAL READING C--SIGHT WORDS (PHASE I)-SET 6--TEACHING MATERIALS R1--ELEMENTARY LEVEL

SET 6 - SHAPES
LOWERCASE

circle	diamond
heart	oval
rectangle	square
star	triangle

FUNCTIONAL READING C--SIGHT WORDS (PHASE I)-SET 6--TEACHING MATERIALS R1--ELEMENTARY LEVEL

SET 6 - SHAPES
UPPERCASE

CIRCLE	DIAMOND
HEART	OVAL
RECTANGLE	SQUARE
STAR	TRIANGLE

FUNCTIONAL READING C--SIGHT WORDS (PHASE I)-SET 6--TEACHING MATERIALS R1--ELEMENTARY LEVEL

Using the blank Word.docx, you could make additional sheets with the specific sight words your student is working on. See below.

PROGRAM _____

diamond	HEART
Heart	Square
star	circle
Oval	RECTANGLE

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PROGRAM _____

HEART	rectangle
diamond	TRIANGLE
CIRCLE	Square
OVAL	star

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PROGRAM _____

Triangle	oval
SQUARE	Star
Circle	RECTANGLE
heart	DIAMOND

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By changing the order and presentation of the words, you are ensuring the student is attending to the word and not the placement or the way the word is written. Using one sheet at a time, rather than several cards or a stack of cards, will minimize the number of objects that can be thrown or destroyed. Also consider laminating the sheets to make them last longer over the years.

Note: The example shown is for Elementary but the same process can be used with Secondary sight words.

SUGGESTED ADDITIONAL SUPPLIES (ALL PRICES ARE AS OF AUGUST 2017):

Velcro – www.feinersupply.com This is the cheapest place we have found Velcro and it is good quality. It comes in black or white.

- 1 – 25 Yard $\frac{3}{4}$ " (19.1MM) **Hook** Sticky Back Strip \approx \$23.00 per roll
- 1 – 25 Yard $\frac{3}{4}$ " (19.1MM) **Loop** Sticky Back Strip \approx \$23.00 per roll
- 1 roll – 5/8" Velcro **Hook** Coins (1200 per roll) \approx \$17.00 per roll
- 1 roll – 5/8" Velcro **Loop** Coins (1200 per roll) \approx \$17.00 per roll

Index Cards – Printing directly on blank index cards and laminating using laminating pouches will save you tons of time and energy. This method doesn't require cutting, laminating, and cutting again. You can simply print directly on the index card and laminate it in the pouch. The laminate will preserve the materials so they can be used multiple times, by multiple students over many years.

- Oxford Blank Index Cards – 3" x 5" – 10 packs of 100 each \approx \$10.39
- Oxford Blank Index Cards – 4" x 6" – 300/Pack \approx \$7.99
- Oxford Blank Index Cards – 5" x 8" – 500/Pack \approx \$14.99

Laminate – www.laminationdepot.com This is the cheapest place we have found laminate. These pouches have rounded corners so they are not sharp. Using pouches eliminates the need for cutting and they are relatively inexpensive.

NOTE – In order to print on index cards and allow enough room for the laminate to adhere, you need to buy pouches that are slightly larger than the size of the index card. See the sizes below. They do not sell a (5.5" x 8.5") so you will need to buy the (6" x 9"). Although it's a bit large, it works perfectly fine with the 5x8 cards.

- 1 box of Letter Size (9" x 11.5") 5 Mil thickness laminate pouches \approx \$14.15 per 100/box
- 1 box of File/Index (3.5" x 5.5") 5 Mil thickness laminate pouches \approx \$5.58 per 200/box
- 1 box of Video Card (4.25" x 6.25") 5 Mil thickness laminate pouches \approx \$4.01 per 100/box
- 1 box of Photo (6" x 9") 5 Mil thickness laminate pouches \approx \$18.46 per 200/box

Laminator – You can get a small laminator at Costco or on Amazon for quite cheap. If possible, it's really nice to have one in your classroom. Lamination Depot also sells more industrial strength laminators at reasonable prices.

- Inexpensive laminators range from \$20 - \$150

MATERIALS THAT REQUIRE PREPARATION:

- ✦ Pages/sheets – Sight Word pages, Letter pages, Clocks, etc.
 - ✦ Cards – 3x5 (e.g., Sight Words, Letters, Numbers, etc.) and 5x8 (e.g. Shopping Cards, Vending Cards, Emailing Cards, etc.) and 4x6 (Reusable Task Analyses)
 - ✦ Dollar bill stickers
 - ✦ Portable task analyses
 - ✦ Bill replicas
 - ✦ Examples
 - ✦ Models
 - ✦ Templates/Worksheets/Guides/Practice Sheets/Logs, etc.
 - ✦ Number/Alphabet lines
- ✓ **Pages/Sheets** – If you do not have the ability to print on index cards, print all pages/sheets, cut out, and laminate for multiple uses. They are aligned so that you can stack them and cut all at once.
 - ✓ **Cards** – If you have the ability to print on index cards, use the card files included. Some cards (e.g., Sight Words) are meant to be printed double-sided (e.g., the word on one side and the set number on the other). Some are meant to be printed single-sided. Look at the individual file to determine whether to print double- or single-sided. All card files should be printed on 3x5 index cards unless the file name indicates 4x6 or 5x8 (e.g., shopping cards, vending cards, emailing cards, etc.). In order to print on index cards, adjust the paper size setting to the card size (e.g., 3x5) by either going to **File** and clicking on **Page Setup** then **Paper Size** or by clicking on **Paper Size** within your printer settings.
 - ✓ **Dollar Bill Stickers** – For printing dollar bill stickers for Shopping Cards, you will need 2.65”x 1” standard white labels (\$25.99 for 250 sheets on www.onlinelabels.com).
 - ✓ **Shopping Cards** - Laminate all shopping cards. Place dollar bill stickers on the back making a card for each dollar amount (\$1, \$2, \$3, etc.). On the front, place a Velcro dot. Cut out and laminate pictures of items your students will purchase. Place a Velcro dot on the back of the picture and place on the card. Write in the price next to the item with a dry erase marker. Include items of interest to each student.
 - ✓ **Vending Cards** – Create as the Shopping Cards above, but place coin stickers on the backs instead of dollar bills. Coin stickers can be purchased on Amazon for approximately \$10. Use pictures of items that can be purchased in a vending machine.
 - ✓ **Portable Task Analyses** – Print on 4x6 cards, laminate, and hole punch.
 - ✓ **Bill replicas** – Print multiple copies double-sided and cut out.
 - ✓ **Examples** – Refer to examples on the flash drive. Print only if you prefer to have a hard copy.
 - ✓ **Models** – Make multiple copies and laminate for students to share.
 - ✓ **Templates/Worksheets/Guides/Practice Sheets/Logs, etc.** – Print multiple copies to have on hand for each student.
 - ✓ **Number/Alphabet lines** – Print, cut out, and laminate for students who need these models.

MODIFIABLE FORMS:

- ✦ Some forms are provided as Word docs that can be modified. You are free to make changes to these forms as needed to individualize and adapt for your classroom and students.