SOCIAL SKILLS CHECKLIST
(Secondary)

Name of child: _____ Date: _____

Birth date: _____ Assessor's name: _____

Instructions: For each question, check if that particular social skill occurs Almost Always, Often, Sometimes, or Almost Never.

RATING SCALE
Almost always- the student consistently displays this skill in many settings and with a variety of people
Often- the student displays this skill on a few occasions, settings and with a few people
Sometimes- the student seldom displays this skill but may demonstrate it on infrequent occasions.
Almost Never- the student never or rarely exhibits this skill. It is uncommon to see this in their daily routine.

	Almost Always	**Often**	**Sometimes**	**Almost Never**
1. Conversational Skills (Verbal and Non-Verbal)				
1. Initiate conversation when it is appropriate to do so				
2. Initiates conversation around specific topic				
3. Asks "Wh" questions				
4. Responds to "Wh" questions				
5. Makes a variety of comments, related to the topic				
6. Introduces him/herself to someone new				
7. Introduces people to each other				
8. Ends conversations appropriately				
9. Waits to interject in a conversation				
10. Maintains appropriate proximity to conversation partner				
2. Problem Solving				
1. Seeks help from peers				
2. Seeks help from adult				
3. Plays a game successfully				
4. Identifies/defines problems				
5. Generates solutions to problems				
6. Carries out solutions by negotiating or compromising				
7. Understands impact his/her behavior has on peers				
3. Understanding Emotions				
1. Identifies likes and dislikes				
2. Identifies emotions in self				
3. Identifies emotions of others				
4. Justifies emotions once identified (eating because I'm hungry)				
5. Demonstrates affection and empathy toward peers				
6. Refrains from aggressive behaviors toward peers				

	Almost Always	Often	Sometimes	Almost Never
3. Understanding Emotions (continued)				
1. Refrains from aggressive behaviors toward self				
2. Does not exhibit intense fears or phobias				
3. Interprets body language				
4. Uses different tones of voice to convey messages				
4. Compliments				
1. Appropriately receives compliments				
2. Asks for a favor appropriately				
3. Apologizes independently				
4. Says thank you				
5. Gives compliments to peers				
6. Gives compliments to adults				
5. Flexibility				
1. Accepts making mistakes without becoming upset/angry				
2. Accepts consequences of his/her behavior				
3. Accepts unexpected changes				
4. Continues to try when something is difficult				
5. Ignores others or situations when it is desirable to do so				

SUMMARY OF SOCIAL SKILLS CHECKLIST	Total % Marked as Almost Always	Total % Marked as Often	Total % Marked as Sometimes	Total % Marked as Almost Never
1. Conversational Skills				
2. Problem Solving				
3. Understanding Emotions				
4. Compliments				
5. Flexibility				

Calculation: For each section, calculate the percentage of questions marked as Almost Always, Often, Sometimes, and Almost Never. To calculate, total the number of questions checked under the category in that specific section and divide by the total number of questions in the section, then multiply by 100.

Example:
To calculate the total % of components marked “Almost Always” under the Conversational Skills section, first total the # of questions checked “Almost Always” in that section. Then, determine the # of total questions under Conversational Skills. Divide the # of questions checked by the total # of questions and then multiply by 100.

_____ questions marked “Almost Always” ÷ 10 total questions, x 100 = _____ %