### Processing Deficits, Accommodations and Specialized Instruction Strategies

<table>
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<tr>
<th>Psychological Processing Deficit</th>
<th>Observable Behaviors Associated with Deficit</th>
<th>Accommodations to consider</th>
<th>Specialized Instructional Strategies to consider</th>
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<tbody>
<tr>
<td><strong>Executive Functioning</strong></td>
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<td>- includes the brain-based functions that involve mental control and self-regulation. Executive functions are analogous to a maestro of an orchestra, while the rest of the cognitive processes comprise the band itself. Executive functioning guides the management of our internal resources to achieve a goal.</td>
<td>Use an incentive system to encourage on-task behavior</td>
<td>Teach self-monitoring strategies</td>
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<td></td>
<td>Developmentally inappropriate levels of attention</td>
<td>Use “if-then” or “first-then” plan to encourage focus on non-preferred tasks</td>
<td>Teach organizational strategies—especially reading organization strategies for comprehension</td>
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<tr>
<td>Attention control - the ability to maintain attention to a situation or task in spite of distractibility, fatigue, or boredom. Difficulty maintaining concentration</td>
<td>Fails to complete work or activities on time</td>
<td>Provide self-monitoring checklists</td>
<td>Teach the use of:</td>
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<td></td>
<td>Stops work before finished</td>
<td>Write start and stop times on assigned tasks</td>
<td>- Procedural checklists</td>
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<td>Switches frequently between activities, including play activities</td>
<td>Break tasks into smaller subtasks</td>
<td>- To do lists</td>
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<td>Difficulty listening to information presented aloud</td>
<td>Provide short breaks</td>
<td>- Schedules</td>
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<td>Distracted by things happening in proximity while completing activities</td>
<td>Use a timer</td>
<td>- Calendars</td>
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<td>Overly focuses on the small parts, often failing to complete the big project</td>
<td>Make tasks interesting by using a variety of instructional modalities</td>
<td>- Charts</td>
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<td>Difficulty eliminating extraneous information (during note taking, story listening....)</td>
<td>Provide praise when on-task</td>
<td>- Various graphic organizers to teach concepts</td>
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<td>Disorganized (including in written work)</td>
<td>Provide outlines for note taking</td>
<td>- Rubrics</td>
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<td>Difficulty maintaining attention to steps to complete a task</td>
<td>Provide concept maps, formula cards, checklists, lists of steps</td>
<td>- Visual study aids</td>
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<td>May give the impression they are not listening or has not heard what has been said</td>
<td>Provide a quiet location for the student to go work</td>
<td>- Self-monitoring charts</td>
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<td>Disruptive behaviors</td>
<td>Add visual cues (color coding and emphasis marks) to bring attention to important information</td>
<td>- Self-talk strategies</td>
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<td>Difficulty organizing materials</td>
<td>Maintain a structured environment with defined procedures</td>
<td>Teach students to break large tasks into steps/backward plan</td>
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| Attention control (cont.)      | • Difficulty transitioning between tasks or within tasks  
• Difficulty coping with unforeseen events  
• Perseveration on the same idea  
• Easily upset by changes in plans or disruptions  
• Struggles with open-ended tasks  
• Doesn’t try multiple approaches to solving problems  
• Excessively “rule bound”  
• Difficulty changing approach to a problem  
• Difficulty brainstorming | • Provide sequential instructions  
• Provide visual or verbal redirections | | |
| Cognitive Flexibility- the ability to think flexibility and be able to alternate to solve complex or novel tasks | | | • Pre-teach material; Review prior knowledge before teaching new material  
• Teach a framework for “walking through” new situations and changes-including self talk and when and how to gain assistance  
• Teach using a “think aloud” strategy  
• Teach coping techniques  
• Teach brainstorming techniques |
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| Planning/ Prioritization: the ability to evaluate a task and plan a strategy to solve a problem and reach an answer. | • Difficulty completing tasks in a timely manner  
• Often starts tasks without fully understanding requirements or needed materials  
• Difficulty deciding what needs to happen first, second, etc.  
• Difficulty following a timeline for completion  
• Can’t organize an activity  
• Can’t complete tasks in order of priority  
• Difficulty previewing material  
• Writing is often disorganized and non-sequential  
• Difficulty making a logical argument | • Provide a plan, schedule or checklist to follow  
• Provide scoring rubrics  
• Break tasks into manageable components  
• Provide an organizational framework in advance  

AT software that could help: Inspiration, Kidspiration, MindJet, MindManager | • Teach student to create a plan, use an agenda, develop to-do lists and break tasks down to the key parts  
• Teach a framework for problem solving (think alouds)  
• Teach using visual mapping for brainstorming  
• Review assignments and model the planning process by talking it through out loud. Gradually switch to having the student lay out the plan while you take a coaching role helping only as needed. |

| Goal-directed persistence/ goal setting: the ability to identify a goal and follow through to the completion of the goal. | • Doesn’t stick with challenging tasks- gives up easily  
• Difficulty sustaining attention to tasks that aren’t intrinsically interesting  
• Individual seems “future-blind”  
• Can’t set mini-goals | • Provide with realistic concrete goals and remind student of progress toward the goal  
• Write start and stop times on assigned tasks  
• Break tasks into smaller subtasks  
• Use a timer  
• Reduce novelty by providing advance previewing of places, schedules, and activities  
• Provide external structure and frequent feedback | • Teach student to backward plan and break tasks into smaller completion goals  
• Teach student to create a plan, use an agenda, develop to-do lists and break tasks down to the key parts  
• Teach a framework for problem solving (think alouds) |
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| Goal-directed persistence/ goal setting (Cont.) | • Difficulty with distractibility and/or impulsiveness  
  • Difficulty with delayed reward  
  • Often speaks before thinking | • Allow the student to set a personal goal and self-monitor | • Review assignments and model the planning process by talking it through out loud. Gradually switch to having the student lay out the plan while you take a coaching role helping only as needed.  
  • Teach the process of self-review and analysis of behavior |

### Response Inhibition: the ability to stop and think before acting and to resist the urge to respond to distractors. This ability allows one to evaluate a situation and how a behavior might affect it.

- Difficulty recognizing they are failing to understand what they are reading
- Difficulty comprehending the “big picture” or main idea
- Difficulty summarizing
- Asks for help rather than attempting to solve a problem

### Metacognition/ Self-Monitoring- the ability to stand back and take a bird’s eye view of one-self in a situation, includes the ability to assess one’s performance and progress towards a goal. Includes knowing when, how, where, and why to apply a particular cognitive strategy.

- Difficulty recognizing they are failing to understand what they are reading
- Difficulty comprehending the “big picture” or main idea
- Difficulty summarizing
- Asks for help rather than attempting to solve a problem

- Prompt student to use analytical skills by embedding questions designed to elicit metacognition (how did you solve that problem?)
- Build error monitoring into tasks (have students show they have checked their work)

### Metacognition/ Self-Monitoring- the ability to stand back and take a bird’s eye view of one-self in a situation, includes the ability to assess one’s performance and progress towards a goal. Includes knowing when, how, where, and why to apply a particular cognitive strategy.

- Use metacognitive modeling strategies
- Teach social/ behavioral perspective taking skills
- Teach the use of tools and techniques to improve monitoring such as checklists for repetitive tasks.

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| **Metacognition/ Self-Monitoring- (Cont.)**  
Common Academic Impact: Math, Reading Comprehension, Writing | • Difficulty using strategies to plan, write, and revise written expression  
• Avoids problem-solving tasks | • Provide checklists to help the student monitor his/her performance  
• Provide concept maps  
• Use a scoring rubric to define what a quality product or assignment will include (exemplar)  
• Provide positive reinforcement | • Teach goal setting by having the student set a goal and teach them to rate their performance  
• Use think aloud to mode  
• Use conferencing  
• Teach student to check answers in math by using concepts of opposite operation, estimation  
• Teach problem-solving strategies (i.e. QDPAC)  
• Teach self-monitoring strategies (SQ3R, clink or chunk, COPS) |
| **Emotional Control** | • Has frequent tantrums  
• Overreacts to small problems  
• Has frequent mood changes  
• Becomes overly anxious  
• Temper flares quickly  
• Is slow to recover from disappointments  
• Shuts down | • Anticipate problem situations and prepare the student for them  
• Structure the environment to avoid the problem situations  
• Break tasks into smaller steps | • Teach coping strategies  
• Teach positive self-statements and model appropriate use |
| **Task Initiation:** The ability to begin projects without undue procrastinations in an efficient or timely fashion. The ability to begin or start a task. | • Needs reminders to get started on classwork or homework  
• When one task is completed, slow to start on another one  
• Waits for someone else to begin in group activities  
• Needs cues to begin over-learned routines | • Provide verbal cues to get started  
• Use a visual cue to prompt start  
• Note start and stop times when tasks are completed  
• Use a timer | • Instruct and model through early portions of tasks |
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| Organization: The ability to arrange or place things according to a system | • Has a messy work area  
• Materials are disorganized or messy (notebooks, backpacks, etc.)  
• Unable to locate belongings when asked  
• Difficulty producing an organized written work (writing, math problems)  
• Fails to turn in assignments that he/she indicates are complete  
• Difficulty making a logical argument | • Provide a visual model of an organized notebook, backpack, etc.  
• Provide color coded cue for organizational structure  
• Provide a shell for practice organizing written products  
• Use of graph paper for math problems  
• Provide a second set of books | • Teach organizational strategies for belongings  
• Teach strategies for organizing (using color codes, tabs in binder)  
• Teach strategies for organizing written products (mapping, structured paragraph framework, essay shells)  
• Model the use of graphic organizers and translating them into organized text |

## Auditory Processing

- Ability to perceive, analyze, and synthesize patterns among auditory stimuli, and to discriminate subtle nuances in patterns of sounds and speech when presented under distorted conditions. It does not apply to what is received by the eardrum or to deafness, or being hard of hearing. Auditory processing includes phonological awareness, resistance to auditory stimulus distortion, and memory for sounds.

| Phonological Awareness/Auditory Discrimination: Ability to break apart and blend sounds in words. | Common Academic Impact: Basic Reading (Decoding), Reading Comprehension, Writing | • Difficulty understanding what is said  
• Articulation errors  
• Inability to hear different sounds in words, including the ability to identify words and sounds that are similar and those which are different (confusion between similar sounding words)  
• Difficulty making out voices against background sounds  
• Difficulty paying attention in class  
• Difficulty recalling information present orally | • Provide opportunities to explore and manipulate sounds, words, and language  
• Assistive technology for electronic reader; spell check  
• Provide opportunities for added practice  
• Check for comprehension after group instruction provided  
• Provide student guides for listening activities | • Use direct phonic and phonological awareness instruction (explicit, systematic, synthetic phonics instruction)  
• Provide visual strategies connected to text (Elkonin boxes that have the shape of letter for students to fill in)  
• Teach multi meaning words by teaching grouping words and word sorts  
• Incorporate Multi-sensory approaches  
• Teach mnemonic strategies |
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<td>Phonological Awareness/Auditory Discrimination: (Cont.)</td>
<td>• Slow processing for orally presented information&lt;br&gt;• Difficulty decoding while reading&lt;br&gt;• Difficulty with rhyming, alliteration, oral imitation, songs&lt;br&gt;• Difficulty assigning sounds to letters&lt;br&gt;• Difficulty with dictation&lt;br&gt;• Difficulty learning foreign languages</td>
<td>• Accompany oral information with visual materials (graphic organizers outlines cloze notes with lecture)&lt;br&gt;• Read tests aloud&lt;br&gt;• Allow use of place markers or a visual template&lt;br&gt;• Provide copies of notes, concept maps and written copies of verbal information&lt;br&gt;• Allow extra time for decoding&lt;br&gt;• Minimize distractions and background noise&lt;br&gt;• Simplify oral directions&lt;br&gt;• Reduce penalty for spelling on in-class assignments&lt;br&gt;• Gain student attention prior to delivery of information&lt;br&gt;• Speak clearly without over exaggerating; adjust rate if needed&lt;br&gt;• Reduce language or reading level of assignments as appropriate&lt;br&gt;• Highlight or emphasize critical information</td>
<td>• Teach using manipulatives to represent phonemes and syllables&lt;br&gt;• Teach sound blending using syllables&lt;br&gt;• Provide previewing for new vocabulary</td>
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| Auditory Sequencing/ Memory for Sounds: Ability to remember tones, patterns, and voices for short periods of time. The ability to understand and recall the order of sounds and words. | - Difficulty recalling words and sounds within words  
- Poor Spelling  
- Difficulty remembering or reconstructing the order of items in a list or the order of sounds in a word or syllables  
- Often appears to not pay attention to lecture  
- Difficulty following multi-step oral directions | - Deliver information in smaller units or portions  
- Provide additional repetition of instructions and information  
- Assistive technology for electronic reader; spell check  
- Check for comprehension after group instruction provided  
- Provide student guides for listening activities  
- Accompany oral information with visual materials (graphic organizers outlines cloze notes with lecture)  
- Read tests aloud  
- Allow use of place markers or a visual template  
- Provide copies of notes, concept maps and written copies of verbal information  
- Allow extra time for decoding  
- Minimize distractions and background noise  
- Simplify oral directions  
- Reduce penalty for spelling on in-class assignments  
- Gain student attention prior to delivery of information | - Teach chunking strategies  
- Model re-telling, paraphrasing, and summarizing  
- Teach incorporating multimodal presentation of information (visual, tactile, and auditory)  
- Use rehearsal strategies (rhymes, acronyms, anagrams, associations)  
- Incorporate Multi-sensory approaches  
- Model use of graphic organizers  
- Model highlighting of key concepts  
- Teach students to use self-monitoring checklists  
- Teach students to backward plan/break tasks parts  
- Teach memory strategies  
- Use mnemonic aids and teach students to use them |

Common Academic Impact: Basic Reading), Reading Comprehension
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<td><strong>Auditory Sequencing/ Memory for Sounds:</strong> (Cont.)</td>
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| **Resistance to Auditory Stimulus Distortions:** The Ability to understand speech and language that has been distorted or masked in one or more ways. | • Difficulty filtering out background noise  
• Problems understanding directions in areas with a lot of background noise (hallways, cafeteria, playground)  
• Difficulty in group work when more than one person is taking | • Provide a quiet work area  
• Allow only one person to speak at a time  
• Have the student repeat directions back | | |

## Visual Processing
- Refers to the manipulation and memory of what we see - not actually vision, but problems in the processing of visual information by the brain. It is the ability to generate, perceive, analyze, synthesize, store, retrieve, manipulate, transform, and think with visual patterns.

**Visual Discrimination:** The ability to differentiate objects based on their individual characteristics

**Common Academic Impact:** Math, Written Expression, Reading

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| • Difficulty interpreting what is seen  
• Difficulty visually distinguishing one object from another  
• Difficulty in noting similarity between letters and words  
• Difficulty in organizing the position and shape of what is seen  
• Difficulty distinguishing between look-alike words  
• Reversal of letters, numbers, or words | • Provide note taking assistance for accuracy  
• Reduce penalty for spelling on in-class assignments  
• Color code information presented visually  
• Provide index card or reading guide to follow print  
• Increase white space on handouts/worksheets/tests or reduce the amount of visual information on a page | • Teach strategies for self-questioning and self-monitoring, verbalizing each step  
• Use active verbalization for best memorization  
• Implement parts-to-whole verbal teaching approach  
• Teach the use of checklists for math processes  
• Teach students how to highlight key points  
• Partially cover a picture and ask the student to identify the whole | | | | | | | | | |
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| Visual Discrimination (cont.)    | • Problems with being easily distracted by competing visual information  
                                 | • Problem distinguishing color, size, shape, and directions  
                                 | • Inaccurate copying  
                                 | • Inaccurate identification of symbols  
                                 | • Trouble interpreting maps, charts, and graphs  
                                 | • Difficulty finding specific information on a printed page  
                                 | • Problems perceiving numbers as separate units  
                                 | • Difficulty with concepts of size or orientation  
                                 | • Encourage the student to verbalize what he/she has seen (ex: remembering may be easier if he/she has a verbal description in his/her head  
                                 | • Provide note taking assistance for accuracy  
                                 | • Reduce penalty for spelling on in-class assignments  
                                 | • Color code information presented visually  
                                 | • Provide index card or reading guide to follow print  
                                 | • Increase white space on handouts/worksheets/tests  
                                 | • Use graph paper to aide in aligning letters and numbers  
                                 | • Allow the student to write on the same paper as the questions  
                                 | • Teach strategies for self-questioning and self-monitoring, verbalizing each step  
                                 | • Use active verbalization for best memorization  
                                 | • Implement parts-to-whole verbal teaching approach  
                                 | • Teach the use of checklists for math processes  
                                 | • Teach students how to highlight key Points  
                                 | • Teach common visual pattern within words  
| Visual Sequencing: difficulty telling the order of symbols, words or images.  
Common Academic Impact: Math, Written Expression, Reading | • Problems sequencing plots of stories  
                                 | • Skips words, reads part of sentence out of order, or rereads parts of the same sentence  
                                 | • Difficulty copying - reversals, omissions  
                                 | • Spelling problems  
                                 | • Difficulty following an equation  
                                 | • Provide note taking assistance for accuracy  
                                 | • Reduce penalty for spelling on in-class assignments  
                                 | • Color code information presented visually  
                                 | • Provide index card or reading guide to follow print  
                                 | • Increase white space on handouts/worksheets/tests  
                                 | • Use graph paper to aide in aligning letters and numbers  
                                 | • Allow the student to write on the same paper as the questions  
                                 | • Teach strategies for self-questioning and self-monitoring, verbalizing each step  
                                 | • Use active verbalization for best memorization  
                                 | • Implement parts-to-whole verbal teaching approach  
                                 | • Teach the use of checklists for math processes  
                                 | • Teach students how to highlight key Points  
                                 | • Teach common visual pattern within words  

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<td>Visual Sequencing (cont.)</td>
<td>• Loses place while reading, skips words, read words out of order, re-reads parts of the same sentence or selection&lt;br&gt;• Difficulty with fluidity of movement (i.e., getting out of the way of a moving item or knocking things over)&lt;br&gt;• Difficulty tracking</td>
<td>• Teach student to key in on headings within text&lt;br&gt;• Teach proof-reading strategies&lt;br&gt;• Teach to create an outline or an organizer prior to writing an essay</td>
<td></td>
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<tr>
<td>Visual Motor Integration/ Spatial Ability: Refers to the ability to accurately perceive objects in space with reference to other objects, including the ability to discriminate right from left, top to bottom and so on. Common Academic Impact: Math, Written Expression, Reading</td>
<td>• Problems coordinating and relaying information from visual input to involved sensory motor areas&lt;br&gt;• Impaired ability to orient body in space, especially in relation to other people and objects&lt;br&gt;• Problems with directionality, which can impair ability to track when reading and follow math equations&lt;br&gt;• Appears clumsy&lt;br&gt;• Illegible handwriting&lt;br&gt;• Inaccurate copying&lt;br&gt;• Difficulty organizing information on paper, including aligning problems and spacing correctly</td>
<td>• Use highlighters, bumped lines to create stronger visual of line location&lt;br&gt;• Use of special paper to accentuate location of letters, letter parts on line (house paper, Theo Bear paper, etc.)&lt;br&gt;• Provide organizational assistance&lt;br&gt;• Allow/recommend use of word processor/assistive technology&lt;br&gt;• Use of graph paper or paper with vertical lines for alignment of problems&lt;br&gt;• Provide note taking assistance&lt;br&gt;• Allow recorder for lectures&lt;br&gt;• Incorporate the use of graphic organizers, visual schedules, timelines</td>
<td>• Model use of graphic organizers and methods of taking ideas from graphic organizers and translating them into organized text/sentences&lt;br&gt;• Teach, model, and practice color coding text for organization</td>
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| **Visual Motor Integration/ Spatial Ability:** (Cont.) | • Trouble transitioning between 2 sources of information (keyboard & worksheet)  
• Eye-hand coordination problems  
• Poor pencil grip  
• Difficulties keeping up with materials  
• Difficulties with geometry concepts | • Provide extended time for writing assignments and tests  
• Provide auditory prompts  
• Incorporate the use of colorful overlays  
• Allow desk copy for near point copying | |

### Processing Speed

-Refers to how quickly one can perform cognitive tasks, especially when under pressure to maintain focused attention and concentration. This is an aspect of cognitive efficiency, which has to do with both processing speed and working memory and determines how efficiently a student will process information and thus learn it.

May include decision speed, rapid naming and psychomotor speed (movements of the body associated with mental activity).

| Common Academic Impact: Math, Written Expression, Reading | Takes longer than average time to complete work  
• Responds slowly to questions  
• Struggles to make rapid comparisons between and among bits of information  
• Has difficulty copying  
• Has difficulty completing assignments within time limits  
• Poor work completion  
• Slow mental math skills  
• Low fluency related to facts | Emphasize quality over quantity  
• Allow additional time to complete in-class assignments, tests  
• Allow additional time for verbal response  
• Provide a cue before the student is called upon to answer  
• Shorten repetitive tasks; eliminate repetitive practice when mastery is shown; chunk assignments  
• Reduce volume of writing and copying in favor of quality | Teach time management strategies  
• Teach self-monitoring strategies that focus students to set goals and rate their success related to timely completion  
• Practice facts using flashcards and incremental rehearsal of facts  
• Teach speed drills  
• Model fluent reading by reading aloud and having the student match model  
• Use choral reading  
• Provide repeated readings  
• Provide a preview of reading materials |

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<td>• Provide a resource folder</td>
<td>• Deliver in formation in smaller units or portions</td>
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<td>• Consider using a cloze procedure on tests</td>
<td>• Use multimodal presentation of information (visual, tactile, and auditory)</td>
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<td>• Adjust the length of take home work</td>
<td>• Use stepwise approach to studying</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Consider assistive technology solutions</td>
<td>• Use rehearsal strategies (e.g., rhymes, acronyms, anagrams, associations)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Use a timer to increase self monitoring and speed of completion</td>
<td>• Model re-telling, paraphrasing, and summarizing and think aloud strategies</td>
</tr>
</tbody>
</table>

### Memory

Memory is the ability to store and recall information. Memory includes short-term and working memory.

#### Short-term Memory

- The ability to recall information after a few seconds.
- Includes both visual and auditory

Common Academic Impact: Math, Written Expression, Reading, Reading Comprehension

<table>
<thead>
<tr>
<th>Short-term Memory</th>
<th>Accommodations to consider</th>
<th>Specialized Instructional Strategies to consider</th>
</tr>
</thead>
<tbody>
<tr>
<td>Difficulty remembering multi-step verbal directions</td>
<td>• Provide note taking assistance</td>
<td>• Deliver in formation in smaller units or portions</td>
</tr>
<tr>
<td>Problems remembering a series of information</td>
<td>• Reduce spelling penalty on in-class assignments</td>
<td>• Use multimodal presentation of information (visual, tactile, and auditory)</td>
</tr>
<tr>
<td>Difficulty with the initial mastery of material</td>
<td>• Use of summarizing strategies</td>
<td>• Use stepwise approach to studying</td>
</tr>
<tr>
<td>Difficulty with vocabulary development</td>
<td>• Use of tape recorder for lectures</td>
<td>• Use rehearsal strategies (e.g., rhymes, acronyms, anagrams, associations)</td>
</tr>
<tr>
<td>Problems copying information</td>
<td>• Break down tasks into manageable parts</td>
<td>• Model re-telling, paraphrasing, and summarizing and think aloud strategies</td>
</tr>
<tr>
<td>Weaknesses in transferring information from source to source</td>
<td>• Allow use of checklist for step processes</td>
<td>• Use lists, notes, checklist, or memory plans</td>
</tr>
<tr>
<td>Difficulty answering questions directly from text</td>
<td>• Allow color coding</td>
<td>• Teach chunking strategies</td>
</tr>
<tr>
<td>Problems writing dictated information</td>
<td>• Allow the use of a number line or calculator in math</td>
<td>• Teach summarization strategies</td>
</tr>
<tr>
<td>Difficulty remembering information just heard or seen</td>
<td>• Provide copy of notes</td>
<td>• Teach mnemonic aids</td>
</tr>
<tr>
<td></td>
<td>• Write on tests or materials to eliminate transfer errors</td>
<td>• Teach students how to use graphic organizers</td>
</tr>
<tr>
<td></td>
<td>• Use repetition of instructions and information</td>
<td></td>
</tr>
</tbody>
</table>
### Processing Deficits, Accommodations and Specialized Instruction Strategies

<table>
<thead>
<tr>
<th>Psychological Processing Deficit</th>
<th>Observable Behaviors Associated with Deficit</th>
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</tr>
</thead>
<tbody>
<tr>
<td>Short-term Memory (cont.)</td>
<td>• Trouble taking accurate notes</td>
<td>• For math, encourage use of a number line</td>
<td>• Frequent review of information/ facts</td>
</tr>
<tr>
<td></td>
<td>• Poor spelling</td>
<td>• Reduce spelling penalty on in-class assignments</td>
<td>• Teach by associating information with prior experiences and known information</td>
</tr>
<tr>
<td></td>
<td>• Poor test-taking skills</td>
<td>• Use of summarizing strategies</td>
<td>• Summarize information in multiple modalities (Think-Pair-Share)</td>
</tr>
<tr>
<td></td>
<td>• Appearing to &quot;tune out&quot;</td>
<td>• Use of tape recorder for lectures</td>
<td>• Teach summarization strategies</td>
</tr>
<tr>
<td>Long-term Memory</td>
<td>• Difficulties storing and retrieving previously experienced visual and auditory information</td>
<td>• Break down tasks into manageable parts</td>
<td>• Teach mnemonic aids or chunking strategies</td>
</tr>
<tr>
<td>The ability to store and recall new or previously acquired information. It includes the ability to absorb newly presented information and to demonstrate subsequent acquisition of such information.</td>
<td>• Difficulty visualizing information</td>
<td>• Allow use of checklist for step processes</td>
<td>• Teach students how to use graphic organizers</td>
</tr>
<tr>
<td>Common Academic Impact: Math, Written Expression, Reading, Reading Comprehension</td>
<td>• Difficulty sustaining interest during visual or auditory presentations</td>
<td>• Allow color coding</td>
<td>• Teach linking strategies (Pair new concepts or information to be learned with meaningful stimuli or overlearned material).</td>
</tr>
<tr>
<td></td>
<td>• Difficulty memorizing poems, speeches, or facts</td>
<td>• Provide immediate feedback</td>
<td>• Teach color coding techniques</td>
</tr>
<tr>
<td></td>
<td>• Difficulties remembering details</td>
<td>• Provide lists of steps to facilitate recall</td>
<td>• Teach the use of drawings to aid memory</td>
</tr>
<tr>
<td></td>
<td>• Problems with word retrieval</td>
<td>• Provide notes, reference sheets, formula cards or word banks</td>
<td>• Model/think-aloud procedural steps</td>
</tr>
<tr>
<td></td>
<td>• Difficulty storing (encoding) and retrieving information</td>
<td>• Limit the number of new facts, words, and concepts in one session</td>
<td>• Provide over-learning</td>
</tr>
<tr>
<td></td>
<td>• Perform poorly when reviewing past material</td>
<td>• Emphasize concepts understood instead of memory for rote information in grading rubrics</td>
<td></td>
</tr>
<tr>
<td>Psychological Processing Deficit</td>
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</table>
| Long-Term Memory (cont.)        | • Difficulty relating and linking information together  
• Understand new information in class, but are uncertain how to proceed once they leave class | • Provide topic lists to aid pre-writing brainstorming activities  
• Provide structured organizers to aid in connecting multiple ideas  
• Provide extended time on tests and completion of classroom tasks  
• Present questions prior to expecting a response  
• Give student cheat sheet of frequently used equations  
• Provide a word bank rather than require free recall of information  
• Encourage the use of a number line | • Frequent review of information/facts  
• Pair new concepts or information to be learned with meaningful stimuli or overlearned material  
• Teach mnemonic devices  
• Teach Touch Math if math is impact  
• Teach for overlearning |
| Long-Term Storage               | • Difficulty storing (encoding) and retrieving information  
• Difficulty retaining and retrieving information over time  
• Weak performance on classroom examinations overlearned material  
• Problems with idea production, ideational fluency, associative fluency, and generation of a response  
• Difficulty relating and linking information together  
• Slow acquisition of new skills  
• Difficulty coming up with ideas for writing | | |

Common Academic Impact: Math, Written Expression, Reading, Reading Comprehension

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### Processing Deficits, Accommodations and Specialized Instruction Strategies

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</table>
| **Working Memory**: Ability to temporarily store and perform a set of cognitive operations on information that requires divided attention and the management of limited capacity of short-term memory. It is a conscious process that involves the manipulation of information. Working memory is one of the most fundamental processes in learning. Through working memory, one connects input to output, as well as prior knowledge to new information. It thus affects one's ability to encode new information into long-term memory in all areas. Note: Cognitive Efficiency has to do with both Processing Speed and Working memory and will determine how much and how efficiently a student will process information and thus learn it. **Common Academic Impact:** Math, Written Expression, Reading, Reading Comprehension | • Difficulty following multi-step directions  
• Failure to use strategies while studying  
• Difficulty paraphrasing and summarizing information  
• Difficulty with vocabulary development  
• Difficulty with multi-step problems  
• Weaknesses with keeping track of steps within math problems (e.g.' long division, equation s)  
• Poor retrieval of math facts  
• Poor fluency due to poor retrieval of phonological information  
• Difficulties with mental math  
• Forgets assignments or parts of assignments  
• Forgets to bring materials to or from school  
• Forgets to hand in homework  
• Loses or misplaces belongings  
• Forgets to do chores  
• Forgets part or all of verbal directions for tasks or chores  
• Forgets classroom procedures | • Provide a stepwise plan to follow during multiple-step problem solving or procedures (e.g., during regrouping, division)  
• Provide storage devices such as agenda, calendar, electronic organizer or recorders  
• Use cueing devices such as verbal reminders, alarms on watches, visual cues, sticky notes in prominent locations, visual models of multi-step problem, word banks  
• Provide visual organizers  
• Check for comprehension at strategic points  
• Use a tape recorder to record ideas prior to writing  
• Provide AT such as word prediction or concept mapping tools (Draft builder, Co-writer…)  
• Allow for use of a calculator, written formulas, or math fact lists to decrease the student's need to rely on mental computations | • Teach to verbalize while solving problems and summarize at strategic points  
• Teach use of a number line or calculator  
• Direct instruction of strategies: Mnemonic devices, visual imagery, self-talk, and/or self-monitoring strategy  
• Model use of self-talk strategies such as verbalizing while solving problems and summarize at strategic points.  
• Teach reading comprehension active reading techniques such underlining, using a highlighter, re-reading, marking important parts, writing on margins of books, using sticky notes while reading, reading to a tape recorder and listening to what was read  
• Review prior knowledge before teaching new information  
• Teach self-monitoring strategies for  
  o Organization  
  o Comprehension  
  o grammar |

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## Psychological Processing Deficit

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<tr>
<td>Working Memory (cont.)</td>
<td></td>
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</tbody>
</table>

- Have fewer problems to complete, focusing on accuracy
- Allow the use of a word processor for easier editing
- Provide visual/written output of lectures so that the student can follow along and take additional notes
- Allow student to create a “cheat sheet” to be used during various assessments
- Provide attention cues
- Simplify directions and explanations
- Provide concept maps
- Use color coding to highlight critical ideas

### Fluid Reasoning

Fluid reasoning is the ability to think flexibly and problem solve. This area of reasoning is most reflective of what we consider to be general intelligence. Specifically, fluid reasoning refers to the mental operations that an individual uses when faced with a relatively novel task that cannot be performed automatically.

Fluid Reasoning includes nonverbal reasoning, sequential and quantitative reasoning, categorical reasoning, successive processing, and simultaneous processing.
## Psychological Processing Deficit

### Fluid Reasoning (cont.)

**Common Academic Impact:** Math, Written Expression, Reading Comprehension

<table>
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<tbody>
<tr>
<td>• Difficulty generalizing or making connections between new material and acquired knowledge Limited problem solving skills in new and everyday situations</td>
<td>• Make use of graphic organizers to assist in unifying information and breaking information apart</td>
<td>• Use teacher demonstrations with a think-aloud procedure followed by guided practice with feedback</td>
</tr>
<tr>
<td>• Difficulties seeing the big picture and how things relate to each other</td>
<td>• Integrate visual and verbal information to enhance learning</td>
<td>• Teach problem-solving strategies</td>
</tr>
<tr>
<td>• Problems understanding and evaluating opinions/views of others</td>
<td>• Provide a problem-solving planner that sequences the questions that need to be asked when approaching a problem</td>
<td>• Use cooperative groups and reciprocal teaching to help with perspective taking and exposure to different problem solving methods</td>
</tr>
<tr>
<td>• Problems troubleshooting and figuring out how things works</td>
<td>• Use graphic organizers</td>
<td>• Teach mnemonic strategies</td>
</tr>
<tr>
<td>• Difficulty representing concepts in multiple ways</td>
<td>• Provide cues for identifying main concepts</td>
<td>• Specifically teach the way a concept can be represented multiple ways</td>
</tr>
<tr>
<td>• Struggles with the establishments of purpose and perspective</td>
<td>• Provide an outline of content to be covered in the lesson.</td>
<td></td>
</tr>
<tr>
<td>• Poor inferential and predictive skills</td>
<td>• Adjust difficulty in level of materials to child's ability level – Concepts should be thoroughly explained with numerous examples.</td>
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<tr>
<td></td>
<td>• Allot sufficient time for review and practice, as well as time to share and discuss ideas.</td>
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</table>

### Nonverbal reasoning

the ability to make sense of tasks without necessarily using words.

<table>
<thead>
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</tr>
</thead>
<tbody>
<tr>
<td>• Appears awkward and inadequate in fine and/or gross motor skills</td>
<td>• Provide note taking assistance</td>
<td>• Teach student to use procedural checklists for math solution processes</td>
</tr>
<tr>
<td></td>
<td>• Allow/suggest use word processor</td>
<td>• Link to prior knowledge</td>
</tr>
</tbody>
</table>
### Processing Deficits, Accommodations and Specialized Instruction Strategies

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</tr>
</thead>
</table>
| Nonverbal reasoning (cont.)      | • "Talks his way" through simple motor activities  
• Has exceptional memory for rote material  
• Has difficulty "reading" body language  
• May not understand the operation of mechanical devices | • Give step-by-step directions presented visually and/or auditorily  
• Break tasks into manageable parts  
• Provide checklists for math solution processes  
• Allow extended time for writing assignments and tests  
• Incorporate the use of graphic organizers  
• Preview vocabulary  
• Provide cues for summarization | • Use summarizing strategies; teach summarization strategies  
• Pre-teach or preview vocabulary  
• Teach students to break large tasks into steps—backward plan  
Use metacognitive modeling |
| Abstract Reasoning: the ability to process ideas that involve complex visual or language-based ideas that are not easily associated with concrete ideas. Abstract ideas are often invisible, complex and subjective. | • Has difficulty generalizing and drawing inferences  
• Has difficulty solving unique problems  
• Has difficulty categorizing, comparing, and contrasting  
• Is verbally expressive and does well with concrete thinking  
• Can repeat but not follow directions  
• Has good decoding skills but poor comprehension | • Provide lists of steps for problem solving  
• Check for understanding of abstract concepts individually before pairing with another  
• Preview vocabulary | • Teach incorporating concrete examples  
• Use manipulatives to develop concepts  
• Teach activating prior knowledge  
• Pre-teach or preview vocabulary  
• Teach reading comprehension strategies  
• Teach visualization strategies  
• Use metacognitive modeling |

Common Academic Impact: Math, Written Expression, Reading Comprehension

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## Processing Deficits, Accommodations and Specialized Instruction Strategies

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</table>
| Verbal Reasoning and Knowledge (Crystallized Intelligence) | Verbal reasoning and knowledge generally reflects one's vocabulary and overall knowledge of the world. A variety of experiences and exposure to education influences development in this area. Specifically, verbal reasoning and knowledge refers to the breadth and depth of a person's acquired knowledge of a culture and the effective application of this knowledge. It includes vocabulary development, verbal reasoning, language skills as well as the ability to listen, comprehend, and express oral communication. | • Word finding problems  
• Poor organization  
• Limited vocabulary  
• Developmentally inappropriate quality and quantity of language; Difficulty using precise language to effectively communicate ideas; Redundant word use  
• Limited verbal responses  
• Lack of background information to relate new material to across subject areas  
• Difficulty remembering facts due to lack of ability to relate the new information to background knowledge | • Use a quick vocabulary book or reference wall; provide a glossary of important terms  
• Chunk information  
• Create a language and experience rich environment (e.g., label items in the house, name sights on the road, talk through activities, etc.)  
• Provide visual cues and visual representations; Use visual aids (e.g., story maps, formulas, etc.)  
• Allow use of graphic organizers  
• Provide cues for summarization  
• Provide word banks  
• Provide copies of notes (During lecture to follow along or after class to supplement student notes) | • Use mnemonics to help retrieve knowledge  
• Pre-teach vocabulary  
• Teach activating prior knowledge; Link to prior knowledge  
• Systematically teach new vocabulary  
• Teach key verbs, such as those in the GPS, that appear in questions (e.g. demonstrate, analyze, synthesize)  
• Use summarizing strategies; teach students to summarize  
• Pre-teach or preview vocabulary  
• Teach vocabulary strategies  
• Use semantic mapping  
• Model brainstorm activities |

Common Academic Impact: Written Expression, Reading Comprehension, oral language, math reasoning
### Psychological Processing Deficit

<table>
<thead>
<tr>
<th>Verbal Reasoning (Crystallized Intelligence) (cont.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Gaps in skills across areas due to knowledge and acquisition being dependent on exposure to information or specific curriculum</td>
</tr>
<tr>
<td>• Difficulty drawing inferences</td>
</tr>
<tr>
<td>• Problems finding main idea of passages</td>
</tr>
<tr>
<td>• May provide off topic or &quot;random&quot; responses to questions</td>
</tr>
<tr>
<td>• Difficulty generalizing ideas and vocabulary to new concepts</td>
</tr>
<tr>
<td>• Difficulties with oral expression, including word retrieval and organization of thoughts</td>
</tr>
</tbody>
</table>

### Accommodations to consider

| • Use organizers when writing or reading to help expressive skills and comprehension |
| • Provide study guides |
| • May need extended time for reading or writing tasks |
| • Rephrase instructions or questions |
| • Allow "think time" when responding to questions |
| • Highlight key words or facts |
| • Ensure test items do not include vocabulary which is unfamiliar |

### Specialized Instructional Strategies to consider

### Social Skills

A **social skill** is any skill facilitating interaction and communication with others. **Social** rules and relations are created, communicated, and changed in verbal and nonverbal ways. The process of learning these skills is called socialization.

| • Perceives and interprets social situations inaccurately |
| • Is ineffective at recognizing faces, interpreting gestures, deciphering postural cues and "reading" facial expressions |
| • Is unable to perceive proximity and distance |

| • Allow the use of procedural checklists, self-monitoring checklists |
| • Provide verbal, visual cues |

| • Directly teach social skills |
| • Use role play, social autopsies, social stories |
| • Teach the use of procedural checklists for social situations, self-monitoring strategies/checklists |
| • Fade from verbal to visual cues in social situations |

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### Deficit Area

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<tr>
<td><strong>Social Skills (cont.)</strong></td>
<td></td>
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</tr>
<tr>
<td>• Is unable to notice or distinguish between changes in tones and/or pitch of voice and/or emphasis of delivery</td>
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<tr>
<td>• May withdraw in novel situations</td>
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<td></td>
</tr>
<tr>
<td>• Naively trusts others</td>
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</tr>
</tbody>
</table>

### Motor Skills

**Fine motor skills** are small movements — such as picking up small objects and holding a spoon — that use the small muscles of the fingers, toes, wrists, lips, and tongue. **Gross motor skills** are the bigger movements — such as rolling over and sitting — that use the large muscles in the arms, legs, torso, and feet. Motor skill deficiencies interfere with the ability to use and coordinate large and small body muscles in order to move and manipulate objects. These may or may not require related services from an occupational therapist or physical therapist. The determination for related services is dependent upon the impact of the skill deficit and the need for the related service in addition to specialized instruction already in place.

### Common Academic Impact: Written Expression

- Work often looks sloppy as if completed quickly and without much effort
- Inability to write clearly interferes with accuracy so written work may not reflect understanding
- Difficulties writing in small spaces
- Easily fatigued when completing written assignments

- Minimize number of written requirements
- Orally assess understanding
- Provide a copy of notes
- Provide graph paper
- Increase white space
- Allow extra time from completion of written products
- Allow use of AT such as word prediction, speech recognition applications

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<tbody>
<tr>
<td><strong>Language Skills</strong></td>
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</tbody>
</table>
| **Expressive Language** | describes how a person communicates their wants and needs. It encompasses verbal and nonverbal communication skills and how an individual uses language. Expressive language skills include: facial expressions, gestures, intentionality, vocabulary, semantics (word/sentence meaning), morphology, and syntax (grammar rules). It can be impacted by articulation. | • Inability completing rapid oral drills  
• Difficulty counting  
• Difficulty expressing thoughts orally  
• Incorrect use of grammar or syntax  
• May lack specificity in communication or jump from topic to topic  
• Limited vocabulary  
• May have difficulty with word finding  
• Uses social language poorly  
• Often does not provide enough information to the listener | • Use concrete or pictorial representations to facilitate expression  
• Limit amount of written expression required  
• Help the student to summarize and redirect when rambling to return to main topic  
• Model correct grammatical forms and have repeat when appropriate  
• Allow extra think time when answering questions | • Teach the student to construct sentences with targeted grammar structures                                                                 |
| **Receptive Language** | describes the comprehension of language. Comprehension involves attention, listening, and processing the message to gain information. Areas of receptive language skills include: attention, receptive vocabulary, following directions, and understanding questions. | • Difficulty relating words to meaning  
• Difficulty with words that have multiple meanings  
• Difficulty following oral directions  
• Easily confused when irrelevant information is included  
• Limited vocabulary  
• Does not respond to questions appropriately  
• May confuse similar words, or letters that sound the same  
• Difficulty understanding humor or figurative language | • Use a slower rate of speech  
• Use concrete or pictorial representations to aide understanding  
• Provide mnemonics  
• Simplify directions  
• Provide concept maps | • Pre-teach vocabulary  
• Teach using active construction of meanings  
• Teach scaffolding information and providing visual/auditory supports  
• Model “think alouds”  
• Explicitly teach learning strategies  
• Teach using multiple modalities  
• Teach highlighting for key words, operations, problem solving and directions |
## Processing Deficits, Accommodations and Specialized Instruction Strategies

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<tr>
<td>Receptive Language (cont.)</td>
<td>• Difficulty comprehending concepts related to quantity, function, comparative size, and temporal and spatial relationships&lt;br&gt;• Difficulty comprehending compound and complex sentences</td>
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</tbody>
</table>