Visual and Tactile Schedules

Visual and tactile schedules, or calendar systems, are ways of representing activities or sequences of events. Representations may include, from least to most abstract:

- Whole objects
- Parts of objects
- Associated objects (e.g., a towel to represent *swimming*)
- Textures or shapes
- Photos
- Drawings

Sometimes, a classroom teacher may develop a visual schedule of daily/weekly activities for the entire class. A modified version can then be prepared for the student.

General Guidelines

- The student should be involved in the creation of the schedule.
- The system should be located in a consistent place, e.g., on a certain table or hung in a particular place on the wall of the classroom, or, if it is portable, in a binder or iPad that stays with the student
- Have a way to indicate that an activity is finished, e.g., by removing the symbol and turning it over or placing it in the distinct "Finished" box.

Schedule Formats

Object or Object-Picture Combination Systems

- Tangible objects represent various activities. They must be meaningful to the student. They can be whole objects (e.g., a cup for *snack*), or parts of objects (e.g., a piece of seat belt for *going home*).
- Boxes or baskets for each object are placed on a table, left to right.
- Have the containers clearly labeled, colour coded, and accessible to the student.
- Objects are placed in the containers. As each activity is initiated the object is taken out, held, and discussed.
- Visual symbols and written words may be paired with the objects, to help encourage understanding of further symbolic communication.

Respect   Competence   Inclusion   Presence   Choice
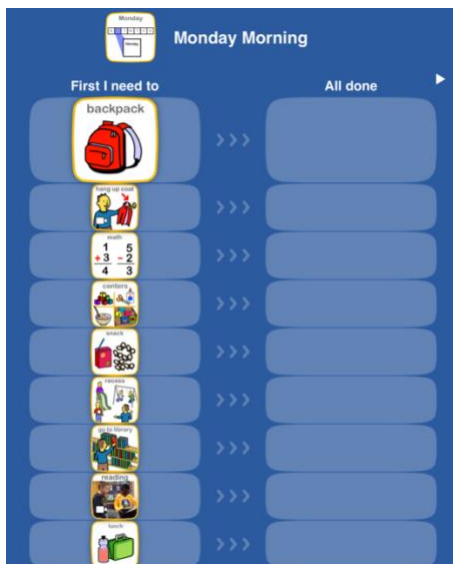
Example of an Object Cues System from popdb.ca

Wall Systems

- Symbols are sequenced left to right, or top to bottom.
- Symbols may be hung on hooks, attached with Velcro, placed in pocket charts, or attached using magnets.

Binders, Digital Schedules, and other Portable Systems

- Symbols are kept and organized in a system which can be carried with the student.

Example of a digital schedule created using the Choiceworks app

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