**Daily Progress Report (DPR) Considerations**

Review the DPR Considerations as you begin to develop your DPR.

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| **Daily Progress Report (DPR) Considerations** |
| **Feature** | **Check to Include** |
| **School-wide Expectations** |
| Include school-wide expectations * Expectations should be positively stated
* 5 or fewer expectations should be listed
* Specifically define behaviors (optional)
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| **Teacher Friendly and Easy to Complete** |
| Allow for circling of ratings rather than narrative feedback |  |
| Include a narrow range of scores* 3-point system is recommended (1-3 or 0-2)
* Consider whether use of a “0” rating is age-appropriate or fits the culture of your school
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| Include a ratings key on the DPR* Staff should clarify and agree upon the difference between ratings
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| Include a place for teachers to record “successes” rather than “comments” |  |
| Make copies of DPRs readily available everyday |  |
| **Design and Content** |
| Use the same card for all students per grade level |  |
| Avoid calling the DPR a “behavior card” or “behavior plan” |  |
| Make the DPR a half sheet if copying costs are a concern |  |
| Include only classroom settings* Non-classroom settings typically are not included (e.g., cafeteria, transitions, playground, etc.)
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| Include a minimum of 4 rating periods and a maximum of 10* Correspond rating periods with natural transitions
* Rating periods should be less than 75 minutes
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| Include a column or place for teacher to initial ratings  |  |
| Include a line for caregiver signature and a place for them to record success  |  |
| Verify that data are easy to summarize* Include an area for total points earned
* Determine if percentage goal will be listed
* Consider providing goal range allowing student to circle his/her goal (50%-80%)
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(Adapted from MO-SWPBS Tier II Team Workbook)