



## Clinical Cheat Sheet – Setting Up Goals for Data Collection

### Setting Up Skill Acquisition Goals:

#### *Adding Skill Acquisition Programs & Setting up Goals & Objectives for Data Collection*

- Go to the program library **Add in Rethink or Custom Lessons (+ button)**
- Click on the Client Program & Edit the lesson** in the following areas:
  - Goals and objectives** – Customize or Edit for Client and Goals (copy and paste current goals and objectives).
  - Maintenance Data Settings & Auto Phase Change Lines**- check trigger maintenance for mastered targets, select a maintenance schedule, and check Automatic Phase change line.
  - Data Collection type and settings** –Select the type of data collection and the settings for each goal. This needs to be set up for each acquisition program.
  - Mastery Criteria** – Select the mastery criteria for the goals and objectives.
  - Maintenance Mastery Criteria** – Select the mastery criteria for maintenance.
  - Targets** – Add targets in for each goal and objective, it’s recommended to add in at least 5 targets per program.
  - Exercise** – Add in the teaching procedure and any other programming information for staff members. This is a critical area for using the app or use of the lesson plan.
  - Add in Baseline Data if you have already collected it** in data entry and switch to teaching data prior to staff getting started. Staff will see targets for data collection right away!
- You are ready to **START COLLECTING DATA on SKILLS!!!**

### Setting Up Behavior Reduction Goals:

#### *Adding Reduction Programs and Setting up Goals & Objectives for Data Collection*

- Go to Behavior Support**→ **Click Create Plan**→ **Click Add Behavior +**
- Complete Step 1:** Add in the behavior, define the behavior, and select a data collection option for your behavior.
- Complete Step 5:** Add in goals and objectives
- \*If you already have created a **Behavior Plan** for your client, you can upload to the **File Cabinet** for each client. If you haven’t created one, you can create one by completing steps **2-4,& 6** within Rethink.
- \* **Add in Baseline Data in Data Entry** if you have already collected it and switch to intervention data prior to staff getting started.
- You are ready to **START COLLECTING DATA on BEHAVIORS!!!**

**Need Help?**

Contact Customer Support at  
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