

Appendix B

Substitution Guide

Each individual in your group is a God-designed mixture of strengths and challenges. In any given activity, you will have some people who flourish and others who flounder. Make sure you think through the activities you are doing and make the needed modifications and substitutions so that each person can participate in a meaningful way.

Activities the individual finds challenging	Substitutions you can make
Cutting	<p>Use a spring-loaded scissors or small-sized scissors</p> <p>Give the person a set of pre-cut items</p> <p>Give the person a set of pictures with only minimal cutting left to do on each item</p> <p>Outline with thick marker the lines and curves that need to be cut</p>
Writing	<p>Use a pencil or pen the individual finds successful (larger, weighted, triangular, mechanical, broken, and small)</p> <p>Turn the writing surface into a 45-degree angle</p> <p>Put a pencil grip on the pencil or pen</p> <p>Work in pairs by having both people write their names on the paper to signify ownership. Ask one to do the writing but they must talk about the answer together before it gets written. Make a copy and send it home with each partner</p> <p>Assign a “secretary” to do the writing</p> <p>Downsize; assign the individual to write the answer to number 1 while the others write the answers to numbers 2-5</p>
Coloring	<p>Use different size crayons</p> <p>Outline in marker the object(s) you want the person to color Have the individual “hop on your hand” as you color together Have a page pre-colored except for a couple of items</p> <p>Assign a buddy to play “Simon Says” where the person tells the buddy what item to color and which color to use</p>
Speaking	<p>Give a choice to write or speak the answer</p> <p>Have a set of pictures or objects available and ask the person to point to the picture or item</p> <p>Ask questions that require a head nod or shake or give a thumbs up or thumbs down response</p> <p>Ask for a response that requires a movement for an answer</p>

Activities the individual finds challenging	Substitutions you can make
Listening	Provide as many visuals as possible Add signs and gestures to your presentation Give directions only one at a time Ask the individual to repeat the directions one at a time Have a finished model to follow Use an amplifying system to highlight the voice of the speaker
Looking	Describe with words the items you are showing or holding up Produce the visuals on high contrast paper (black on yellow) Enlarge the visuals Find items the individual can touch or hold
Moving	Depending on the movement that is a challenge, discover the body part that works well and make a substitution (e.g., instead of running to the area, point to the area; instead of pointing, look at the item) Assign a pair where the individual completes one portion while the buddy completes the challenging movement Alter the activity for all in the group so that movement is eliminated or changed to something all can do together
Reading	Read to the individual Record what needs to be read and play the recording Assign a buddy and have one person be the reader and one person be the listener and picture watcher Prepare and have the individual practice the reading passage ahead of time Color code or color highlight what should be read

Be creative. This is a list to get your brain thinking about substitutions so you can find one or discover one that will work for each person in your group.