Making Data Collection Easier

Tips, suggestions, and information to help you collect data easier and faster.

Or would you rather hide?

Let's party! It's data time!

The problem is without data, you are only providing your opinion.
To take easy and meaningful data you NEED measurable goals.

If you are you looking for:

- Easier ways to collect data?
- Requirements for documentation?
- Ways to share the workload of data collection?
- How to measure performance throughout the school day?

Then listen up for ideas to help you with:

Quick message:

I am not going to discuss what is legally required since every state and school operates differently.

This webinar is meant to offer easy and efficient ways to collect data. It is your responsibility to make sure you check with your state agencies regarding specific regulations.
There are multiple ways to collect data which are dependent upon your school setting.

- Paper?
- Electronically?
- Software?
- Combination of Paper + Electronically?

QUESTION #1
What are easy ways to collect data?

Want the easiest way to collect data???

If your student is capable, the easiest way to collect data is...

STUDENT GENERATED DATA

For student generated data KEEP IT SIMPLE!

Provide pencil and paper simple forms for the students to mark whether they were successful or not successful in achieving the target goal or outcome.
Try using Google Forms to create easy student generated data collection that you can submit on a smartphone or computer.

Benefits of simple yes or no Google form:
- Use for student collected data or ask other school staff to collect data.
- It is SO EASY to submit multiple responses.
- In addition it automatically provides a DATA and TIME stamp for each response.
- Graphs automatically generated.
- Share forms and data results with multiple people.
- Can create Spreadsheet with a click of a button to examine data closer.

Short on time and no internet? Try using labels.

Question #2: How do I ask other school staff to take data when they have so much on their plates already?
Explain the purpose of the data collection and how it will help that student AND staff member.

- Data collection helps to determine the BEST solution to help a student succeed.
- When students are successful, teachers and other school staff can focus their efforts on building new skills.
- For related service providers, most likely teachers WANT your help and guidance. Explain to staff that in order to provide the best help you need more information.

School staff will be more willing to help if it is EASY!

Whether it is student generated or staff generated keep it simple and be specific.

QUESTION #3
How do you measure performance throughout the day or in various settings?

Use probes throughout the day to measure performance.
Use observation data to measure performance all day long.

Excellent template to measure behavior or negative outcomes.

Use Google forms to make specific goal trackers for throughout the day.

**Brain Break Data Collection**

Length of time for the brain break:
- 6 minutes
- 10 minutes
- 15 minutes
- 20 minutes
- Other

Where was the break?
- In class

**EXAMPLE Observation Data Collection**

<table>
<thead>
<tr>
<th>DATA</th>
<th>NAME</th>
<th>TIME</th>
<th>TARGET</th>
<th>NOTE</th>
<th>TOTAL HOURS</th>
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**EXAMPLE Skill Data Collection**

Examples of what to use this type of form to measure multiple goals or skills on one day.

**Use forms or templates that measure multiple targets, behaviors or goals.**

This form measures multiple skills ONE time.
A form like this collects data on multiple skills many times throughout the day.

QUESTION #5
How do you take data on groups of students at one time?

Want to collect data with small groups?

Use a form that you can quickly mark each student’s skill level.

Want to collect data for the entire classroom?

EXAMPLE Group Data Collection

<table>
<thead>
<tr>
<th>Date</th>
<th>Group collecting Data</th>
<th>Job</th>
<th>DSM 146a</th>
<th>DSM 146b</th>
<th>DSM 146c</th>
<th>DSM 146d</th>
</tr>
</thead>
<tbody>
<tr>
<td>5 6 7 8 9 10</td>
<td>11 12 13 14 15 16</td>
<td>17 18 19 20</td>
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Student Name/ID and DSM 146a: use plus correctly

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Student Name/ID and DSM 146b: hold scissors correctly

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Student Name/ID and DSM 146c: follow 2 step motor commands

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EXAMPLE Data Collection for Multiple Students

Student Name/ID and DSM 146a: use plus correctly

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Student Name/ID and DSM 146b: hold scissors correctly

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Student Name/ID and DSM 146c: follow 2 step motor commands

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QUESTION #6
How do you easily share data collection with the team and the parents?

Google Forms is the EASIEST if you have access to it.

Reuse your labels.
Snap a photo of your label page as a reminder of what service was provided and the outcome.
Put each label in the student’s communication notebook for parents and teachers to read.

Use templates and forms that automatically create easy to read results.
QUESTION #7
How do you determine the efficacy of interventions? In other words, how do we know if we are helping?

You MUST have functional goals that are measurable.

For example:
- Student will complete 10 push ups is NOT a functional goal.
- Student will participate in physical education without fatigue 80% of the time is a FUNCTIONAL GOAL.
- Then you can work on various strengthening activities to improve the student’s endurance, but you would determine if your intervention was helping if the student could participate in physical education without fatigue.

EXAMPLE: Intervention Data Collection

Use forms to collect data on the interventions provided.

Use data collection to compare interventions.
Summary

Get Help
- Try student-generated data and educate staff on purpose of collecting data.

Simple
- Keep it simple. Measure ONE goal or outcome at a time.

Forms
- Use forms and templates to save time and streamline data collection.

Share
- Share data using Google Forms, communication notebooks or easy to understand graphs.

Function
- Remember, you must have FUNCTIONAL goals to measure to determine benefits of interventions.

If you want to save hours of your time and jump start your data collection this year, all the forms and spreadsheets are available at www.YourTherapySource.com