

How To: Use the Cumulative Mastery Log to Record Progress in the Acquisition Stage of Learning

During academic interventions in which the student is newly learning a fixed set of academic items (e.g., math facts, spelling words, sight words, vocabulary terms), the instructor can conveniently track the impact of the intervention by recording and dating mastered items in a cumulative log.

First, the instructor defines the set of academic items to be taught or reviewed during the intervention (e.g., basic multiplication facts from 1-12; pre-primer sight-word list; vocabulary terms for a biology course). Next, the instructor sets criteria for judging when the student has mastered a particular item from the academic item set. (Example: *"A math fact is considered mastered when the student successfully answers that math-fact flashcard within 3 seconds on three successive occasions during a session and repeats this performance without error at the next session."*)

To collect baseline information, the instructor initially reviews all items from the academic-item set with the student--and records which items the student already knows. Then, throughout the intervention, the instructor logs and dates any additional items that the student masters.

The Cumulative Mastery Log that appears on the following pages structures the task of setting up and using a mastery log to track the cumulative results of an academic intervention.

Example: Mrs. Ostrowski, a 1st-grade teacher, decides to provide additional intervention support for Jonah, a student in her class who needs to work on sight-word recognition using a first-grade word list.

- **Definition of mastery.** Mrs. Ostrowski defines mastery for sight words as follows:
"When shown a sight word, the student will correctly read that word aloud within 3 seconds, will read the word correctly at least 3 times in a row with no errors in a single session, and will repeat this performance in the next session."
- **Baseline data collection.** Before starting an intervention, the teacher inventories and records Jonah's baseline skills by reviewing the 41-item first-grade word list. As seen above, the teacher's definition of mastery of sight-words requires that a word cannot be counted as 'known' until the student reads it correctly multiple times across 2 sessions--so the baseline phase also takes 2 sessions to complete. The teacher finds that Jonah can read 21 of the 41 words correctly at baseline.
- **Intervention goal.** The teacher sets as an intervention goal that Jonah will master all remaining items --20 sight-words--within three weeks.
- **Cumulative progress-monitoring.** Mrs. Ostrowski then begins the daily intervention: incremental rehearsal of letters using flashcards (Joseph, 2006). Whenever Jonah is able to name a additional previously unknown word from the sight-word list, the teacher records and dates that item in her cumulative mastery log.

References

Joseph, L.M. (2006). Incremental rehearsal: A flashcard drill technique for increasing retention of reading words. *The Reading Teacher, 59*, 803-807.

Academic Skills: Cumulative Mastery Log

Student:

School Yr:

Classroom/Course:

Academic Item Set: Define the set of academic items to be measured (e.g., basic multiplication facts from 1-12; grade 1 sight-word list; vocabulary terms for biology course):

Criteria for Mastery: Describe the criteria for judging when the student has mastered a particular item from the academic item set. (Example: *"A math fact is considered mastered when the student successfully answers that math-fact flashcard within 3 seconds on three successive occasions during a session and repeats this performance without error at the next session."*):

Baseline Skills Inventory: Prior to beginning the intervention, inventory the student's current level of mastery of the skill being measured. (NOTE: Apply the 'criteria for mastery' guidelines written above when completing the baseline skills inventory.)

Person completing the inventory:

Date:

Item 1:	Item 11:	Item 21:
Item 2:	Item 12:	Item 22:
Item 3:	Item 13:	Item 23:
Item 4:	Item 14:	Item 24:
Item 5:	Item 15:	Item 25:
Item 6:	Item 16:	Item 26:
Item 7:	Item 17:	Item 27:
Item 8:	Item 18:	Item 28:
Item 9:	Item 19:	Item 29:
Item 10:	Item 20:	Item 30: