Social Skills Outside Practice Record  
Making Apologies

The steps are:

Step 1. Look at the person.

Step 2. State your apology: “I’m sorry for ______.”

Step 3. If realistic, assure the person that it won’t happen in the future.

Name: ___________________________  Date Assigned: ____________________

Person Assisting with Outside Practice:

Skill Being Practiced:

Brief description of assignment (my plan):

Date practiced: ______________ Location: ____________________

Briefly describe what took place:

How effective were you at using the skill during the outside practice? Please check one:

1. not at all effective
2. a little effective
3. moderately effective
4. very effective
5. highly effective