

# Boys Town Social (Life) Skills

## Following Instructions

1. Look at the person
2. Say "OK"
3. Do what you've been asked right away
4. Check back

## Accepting Criticism or a Consequence

1. Look at the person
2. Say "OK"
3. Stay calm

## Accepting "No" for an Answer

1. Look at the person
2. Say "OK"
3. Stay calm
4. If you disagree, ask later

## Greeting Others

1. Look at the person
2. Use a pleasant voice
3. Say "Hi" or "Hello"

## Getting the Teacher's Attention

1. Look at the teacher
2. Raise your hand and stay calm
3. Wait until the teacher says your name
4. Ask your question

## Disagreeing Appropriately

1. Look at the person
2. Use a pleasant voice
3. Tell why you feel differently
4. Give a reason
5. Listen to the other person

## Making an Apology

1. Look at the person
2. Use a serious, sincere voice
3. Say "I'm sorry for..." or "I want to apologize for..."
4. Explain how you plan to do better in the future
5. Say "Thanks for listening"

## Accepting Compliments

1. Look at the person
2. Use a pleasant voice
3. Say "Thank you"

## Having a Conversation

1. Look at the person
2. Use a pleasant voice
3. Listen to what the other person says
4. When there is a break in the conversation, ask a question or share your thoughts

## Asking for Help

1. Look at the person
2. Ask the person if he or she has time to help you
3. Clearly explain the kind of help that you need
4. Thank the person for helping

## Asking Permission

1. Look at the person
2. Use a calm and pleasant voice
3. Say "May I..."
4. Accept the answer calmly

## Staying on Task

1. Look at your task or assignment
2. Think about the steps needed to complete the task
3. Focus all of your attention on the task
4. Stop working only when instructed
5. Ignore distractions and interruptions from others

## Sharing Something

1. Let the other person use the item first
2. Ask if you can use it later
3. When you get to use it, offer it back to the other person after you've finished

## Working with Others

1. Identify the task to be completed
2. Assign tasks to each person
3. Discuss ideas in a calm, quiet voice and let everyone share their ideas
4. Work on tasks until completed

## Listening

1. Look at the person who is talking and remain quiet
2. Wait until the person is finished talking before you speak
3. Show that you heard the person by nodding your head, saying "Okay," or "That's interesting," etc.

## Appropriate Voice Tone

1. Listen to the level of the voices around you
2. Change your voice tone to match
3. Watch and listen for visual or verbal cues and adjust your voice as needed