

Visual Closure Tools:

Purpose:

Commonly known as a “finished” position, a visual closure tool provides a system for removing finished tasks from view, allowing the process of completion to be visually and tangibly experienced. Visual closure tools may be as simple as erasing words or pictures written with dry erase marker or crumpling post-it notes of completed tasks.

Materials:

Consider the following visual closure options for removable symbols: a cup, bucket, basket, envelope, empty gum container, or “discard” page (velcro page or carpet square).

Visual closure tools are also beneficial for moving tasks from to-do, to in progress, to completion.

