

Right Reader Folder Setup Guide

Set this up once and use it all year as your command center for one child.

What you need

<input type="checkbox"/> One two-pocket folder	<input type="checkbox"/> Printed tracking sheets
<input type="checkbox"/> A pen	<input type="checkbox"/> A label or piece of tape for the front

Label the front

Write the child's name and start date on the front cover. Example: Mia - Started September 2026.

Left pocket - Teach

<input type="checkbox"/> Current Weekly UFLI Planning Sheet
<input type="checkbox"/> Scope and Sequence Skill-Areas Reference
<input type="checkbox"/> Simple Matching Process Checklist
<input type="checkbox"/> Daily Routine Planner

Right pocket - Track

<input type="checkbox"/> Assessment notes
<input type="checkbox"/> Data-Reading Guide
<input type="checkbox"/> Progress Monitoring Tracker
<input type="checkbox"/> Spelling samples
<input type="checkbox"/> Continuing Journey Plan

Weekly reset

1. Review notes	Look for secure, emerging, and needs-support patterns.
2. Choose the focus	Name the next right lesson or review range.
3. File the evidence	Keep spelling samples and planning sheets together.