



PERSONAL PROGRESS HANDBOOK



Becoming Capable, Christ-Centered Adults

Name: _____



Become Capable • Live with Integrity • Serve with Love



—• TRAINING FOR LIFE •—



Your Handbook

Welcome!

This handbook is your guide to becoming a capable, Christ-centered adult. Each level helps you build good habits, learn important life skills, and earn more freedom through responsibility.

Don't worry about being perfect. Just keep learning, keep trying, and keep growing. Every skill you master becomes part of who you are.

The goal isn't to finish a checklist. The goal is to become someone who can be trusted, who serves others with love, and who can confidently build a strong family of your own someday.

How it works

Every level helps you become more capable, more responsible, and more like Jesus Christ. As you learn new skills and practice them until they become habits, you earn greater freedom, because freedom comes through responsibility.

Everyone grows at a different pace, so don't compare yourself with others. Work hard, ask questions, keep trying, and remember that mistakes are part of learning. Every level is worth celebrating.

How to use this booklet

Check the box when you can do a skill on your own, consistently. Then ask a parent to look it over.

When every box in a level is checked, a parent signs and dates the end of the level. Celebrate, then move up!

Each level also lists its **Freedom**s: what you earn when you reach that level.

The levels

Level 1 • Helper — Learning to care for myself and help others.

Level 2 • Builder — Building habits and independence.

Level 3 • Steward — Taking ownership and becoming consistent.

Level 4 • Leader — Leading by example and positively influencing others.

Level 5 • Launch Ready — Preparing to build a Christ-centered life.

My name: _____

LEVEL 1

Helper

Learning to care for myself and help others.

Freedoms at this level

- Limited recreational screen time after my responsibilities are finished.
- I may choose from a short list of approved games, apps, and shows.

Faith

- ☐ Say prayers with help.
- ☐ Daily personal scripture study.
- ☐ Sit reverently for scripture study.
- ☐ Sit quietly during sacrament meeting.
- ☐ Participate at church.
- ☐ Share testimony at home.
- ☐ Sing songs in Primary.
- ☐ Prepare for baptism.
- ☐ Know Jesus loves me.
- ☐ Memorize a simple scripture.

Character

- ☐ Strive to be honest.
- ☐ Say please, thank you, and sorry.
- ☐ Accept correction calmly.
- ☐ Obey with a good attitude.
- ☐ Keep trying when something is hard.
- ☐ Help with a happy attitude.

Relationships & Leadership

- ☐ Be a peacemaker.
- ☐ Share and take turns.
- ☐ Use my words to solve problems.
- ☐ Include others when I play.
- ☐ Learn about healthy relationships.

Personal Responsibility

- ☐ Complete routines with help.
- ☐ Get dressed appropriately for the day.
- ☐ Shower, brush, and floss well.
- ☐ Keep my room picked up each day.

- ☐ Complete school assignments.
- ☐ Complete responsibilities before play.
- ☐ Clean up after myself.
- ☐ Use the bathroom independently.
- ☐ Wash hands with soap consistently.

Life Skills & Finances

- ☐ Learn how to use a planner or calendar.
- ☐ Learn about giving, saving, and spending.
- ☐ Order food politely.
- ☐ Understand needs vs. wants.
- ☐ Earn money by doing small jobs.
- ☐ Save money toward a goal.
- ☐ Know the value of coins and bills.
- ☐ Write thank-you notes.
- ☐ Learn to ride a bike.
- ☐ Know my birthday.
- ☐ Know Mom and Dad's phone numbers.
- ☐ Know my full address.
- ☐ Know how to introduce myself politely.
- ☐ Know what to do if I get lost.
- ☐ Know how to call for emergency help.
- ☐ Know first aid and our emergency plan.
- ☐ Understand stranger safety.

Household Management

- ☐ Help with yard work.
- ☐ Put away my clean laundry.
- ☐ Empty the dishwasher.
- ☐ Hang clothes and fold small towels.
- ☐ Wipe off the bathroom sink.
- ☐ Empty small trash cans and replace liners.
- ☐ Wipe small surfaces.
- ☐ Water plants.
- ☐ Put my things where they belong.
- ☐ Complete my daily household jobs.
- ☐ Sort dirty clothes in the hamper.
- ☐ Carry my dishes to the sink.

Cooking

- ☐ Help prepare a family meal.
- ☐ Help set and clear the table.

- ☐ Pour my own drinks without spilling.
- ☐ Pour cereal and milk.
- ☐ Peel fruit.
- ☐ Make toast.
- ☐ Make a peanut butter sandwich.
- ☐ Wash fruit and vegetables.
- ☐ Make a smoothie with help.
- ☐ Cut easy fruit and veggies.
- ☐ Follow a simple recipe with help.
- ☐ Clean up the area after making food.

Technology Management

- ☐ Be honest about screen time.
- ☐ Ask permission before use.
- ☐ Turn off with a good attitude.
- ☐ Treat family devices carefully.
- ☐ Watch/play only approved content.
- ☐ Use technology only in shared spaces.

My own goals

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Level 1 complete

Date: _____

Parent signature: _____

LEVEL 2

Builder

Building habits and independence.

Freedoms at this level

- Limited recreational screen time after my responsibilities are finished.
- I may choose from a short list of approved games, apps, and shows.
- Earn a small allowance as I contribute fully.
- Bedtime flexibility on weekends.

Faith

- ☐ Pray morning and night.
- ☐ Daily personal scripture study.
- ☐ Participate during scripture study.
- ☐ Sit reverently during sacrament meeting.
- ☐ Participate at church.
- ☐ Share testimony in Primary and sacrament meeting.
- ☐ Memorize a Primary song.
- ☐ Prepare for my temple recommend.
- ☐ Practice repentance.
- ☐ Memorize several scriptures.
- ☐ Record spiritual impressions.

Character

- ☐ Tell the truth, even when it's hard.
- ☐ Use kind and respectful words.
- ☐ Admit and correct my mistakes.
- ☐ Obey quickly.
- ☐ Keep trying when something is hard.
- ☐ Help without being asked.

Relationships & Leadership

- ☐ Be a peacemaker.
- ☐ Resolve simple conflicts.
- ☐ Include and encourage others.
- ☐ Help a younger sibling.
- ☐ Demonstrate good sportsmanship.
- ☐ Learn about healthy boundaries.

Personal Responsibility

- ☐ Complete given daily routines.
- ☐ Get dressed appropriately for the day.
- ☐ Shower, brush, and floss well without reminders.
- ☐ Keep my room clean each day.
- ☐ Complete school assignments on time.
- ☐ Complete responsibilities before play.
- ☐ Clean up after myself without reminders.
- ☐ Get myself ready on time.
- ☐ Prepare for the next day.
- ☐ Exercise regularly.
- ☐ Get enough sleep.

Life Skills & Finances

- ☐ Use a planner or calendar daily.
- ☐ Calculate and pay tithing and fast offerings.
- ☐ Spend money wisely with guidance.
- ☐ Learn to track my own money accurately.
- ☐ Earn money by doing jobs.
- ☐ Save money toward a goal.
- ☐ Count money and make change.
- ☐ Mail a package and a letter.
- ☐ Ride a bike safely.
- ☐ Pack my own bag for trips and activities.
- ☐ Learn to start a campfire.

Household Management

- ☐ Help maintain a garden box.
- ☐ Fold and put away my laundry.
- ☐ Load and unload the dishwasher.
- ☐ Hang and fold all types of laundry.
- ☐ Clean a bathroom.
- ☐ Empty full-size trash cans and replace liners.
- ☐ Wipe large surfaces cleanly.
- ☐ Help organize drawers and toys.
- ☐ Complete my household jobs without reminders.
- ☐ Change sheets.
- ☐ Sweep, vacuum, and wash floors.

Cooking

- ☐ Help plan and prepare a family meal.
- ☐ Set and clear the table.

- ☐ Heat soup safely.
- ☐ Make scrambled eggs.
- ☐ Make grilled cheese.
- ☐ Make a quesadilla.
- ☐ Make a turkey sandwich.
- ☐ Make a fruit salad.
- ☐ Make a smoothie independently.
- ☐ Make homemade ice cream.
- ☐ Follow a simple recipe independently.
- ☐ Clean up the area after making food.

Technology Management

- ☐ Practice screen-time honesty and transparency.
- ☐ Complete responsibilities before use — and ask!
- ☐ Follow screen-time rules willingly.
- ☐ Turn off immediately when asked.
- ☐ Treat family devices carefully.
- ☐ Watch/play only approved content.
- ☐ Use technology only in shared spaces.
- ☐ Learn and practice internet safety.

My own goals

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Level 2 complete

Date: _____

Parent signature: _____

LEVEL 3

Steward

Taking ownership and becoming consistent.

Freedoms at this level

- Limited recreational screen time after my responsibilities are finished.
- I may choose from a variety of approved games, apps, and shows.
- Earn a small allowance as I contribute fully.
- Bedtime flexibility on weekends.
- Child bank account with a debit card.

Faith

- ☐ Pray morning and night.
- ☐ Daily personal scripture study.
- ☐ Share testimony during scripture study.
- ☐ Take notes during sacrament meeting.
- ☐ Prepare talks and lessons with help.
- ☐ Share testimony regularly.
- ☐ Participate in the ward choir.
- ☐ Attend the temple regularly.
- ☐ Prepare to receive my patriarchal blessing.
- ☐ Memorize the Articles of Faith.
- ☐ Record spiritual impressions.

Character

- ☐ Tell the truth, even when it's hard.
- ☐ Use kind and respectful words.
- ☐ Accept correction without arguing.
- ☐ Obey quickly and graciously without reminders.
- ☐ Finish what I start.
- ☐ Look for ways to serve every day.

Relationships & Leadership

- ☐ Be a peacemaker.
- ☐ Resolve conflicts respectfully.
- ☐ Help a younger sibling learn a skill.
- ☐ Read to younger siblings.
- ☐ Welcome new people.
- ☐ Babysit responsibly.
- ☐ Master healthy boundaries.

Personal Responsibility

- ☐ Complete daily routines independently.
- ☐ Get dressed appropriately for the day.
- ☐ Manage personal hygiene independently.
- ☐ Keep my room clean and organized without reminders.
- ☐ Complete school assignments on time.
- ☐ Complete responsibilities before relaxing.
- ☐ Clean up after myself without reminders.
- ☐ Get myself ready on time.
- ☐ Prepare for the next day.
- ☐ Exercise regularly.
- ☐ Get enough sleep.
- ☐ Set and track personal goals and to-do lists.

Life Skills & Finances

- ☐ Use a planner or calendar daily.
- ☐ Calculate and pay tithing and fast offerings.
- ☐ Compare prices when shopping.
- ☐ Use a financial tracking sheet or software.
- ☐ Earn money by doing jobs in and out of the home.
- ☐ Save toward a larger goal.
- ☐ Start a business.
- ☐ Learn to use construction tools.
- ☐ Pay for all my own clothing and personal items.
- ☐ Learn basic sewing repairs.
- ☐ Sew on a button.
- ☐ Learn bike maintenance.

Household Management

- ☐ Mow the lawn and use garden tools.
- ☐ Wash, dry, fold, and put away my laundry.
- ☐ Clean the whole kitchen.
- ☐ Iron clothes.
- ☐ Deep clean a bathroom.
- ☐ Organize my toys.
- ☐ Organize my drawers.

Cooking

- ☐ Plan and prepare a family meal independently.
- ☐ Set and clear the table.
- ☐ Make hard-boiled eggs.

- ☐ Make macaroni and cheese.
- ☐ Make chicken nuggets.
- ☐ Make a green salad.
- ☐ Make whipped cream.
- ☐ Make a breakfast burrito.
- ☐ Make a veggie tray.
- ☐ Make a cobbler.
- ☐ Follow a recipe independently.
- ☐ Wash dishes and clean up after making food.

Technology Management

- ☐ Practice screen-time honesty and transparency.
- ☐ Complete responsibilities before use — and ask!
- ☐ Follow rules without reminders.
- ☐ Turn off immediately when asked.
- ☐ Watch/play only approved content.
- ☐ Practice good online manners.
- ☐ Use technology only in shared spaces.
- ☐ Recognize misinformation and scams online.

My own goals

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Level 3 complete

Date: _____

Parent signature: _____

LEVEL 4

Leader

Leading by example and positively influencing others.

Freedoms at this level

- Limited recreational screen time after my responsibilities are finished.
- I may choose from a wider variety of approved games, apps, and shows.
- Bedtime flexibility on weekends.
- Personal Amazon shopping account.
- Responsible for an iPhone with restrictions.
- Personal bank account with a debit card.

Faith

- ☐ Pray morning and night.
- ☐ Daily personal scripture study.
- ☐ Help lead family scripture study.
- ☐ Take notes during sacrament meeting.
- ☐ Prepare talks and lessons with help.
- ☐ Share testimony frequently.
- ☐ Participate faithfully in choir.
- ☐ Attend the temple regularly.
- ☐ Participate in ministering visits.
- ☐ Letter in seminary.
- ☐ Record spiritual impressions.

Character

- ☐ Tell the truth, even when it's hard.
- ☐ Use kind and respectful words.
- ☐ Accept correction with humility.
- ☐ Choose the right without reminders.
- ☐ Finish my responsibilities before relaxing.
- ☐ Look for ways to serve every day.

Relationships & Leadership

- ☐ Be a peacemaker.
- ☐ Resolve conflicts respectfully.
- ☐ Include and encourage others.
- ☐ Read to younger siblings.
- ☐ Welcome new people.

- ☐ Babysit responsibly.
- ☐ Help plan and lead a service project.
- ☐ Choose uplifting relationships.

Personal Responsibility

- ☐ Manage and complete my daily routines.
- ☐ Get dressed appropriately for the day.
- ☐ Manage personal hygiene independently.
- ☐ Keep my room clean and organized without reminders.
- ☐ Complete school assignments on time.
- ☐ Complete responsibilities before relaxing.
- ☐ Clean up after myself without reminders.
- ☐ Get myself ready on time.
- ☐ Prepare for the next day.
- ☐ Exercise regularly.
- ☐ Care for my physical and emotional health.
- ☐ Set and track personal goals and to-do lists.
- ☐ Manage my own supplements and vitamins.

Life Skills & Finances

- ☐ Use a planner or calendar daily.
- ☐ Calculate and pay tithing and fast offerings.
- ☐ Do my own shopping with supervision.
- ☐ Learn to invest and buy stocks.
- ☐ Work regular jobs to earn income.
- ☐ Save for college and a mission.
- ☐ Fill out forms.
- ☐ Complete a basic woodworking project.
- ☐ Pay for all my own clothing and personal items.
- ☐ Obtain a driver's permit.
- ☐ Schedule appointments.
- ☐ Know how to find directions and read a map.
- ☐ Understand auto insurance.
- ☐ Pay my monthly phone bill.
- ☐ Learn CPR.
- ☐ Change the HVAC air filter.
- ☐ Replace smoke detector batteries.
- ☐ Learn vehicle maintenance.

Household Management

- ☐ Plan, plant, and maintain a garden box.

- ☐ Maintain my own laundry independently.
- ☐ Organize a whole kitchen.
- ☐ Organize my closet.
- ☐ Organize a bathroom.

Cooking

- ☐ Meal plan and prep a day of meals.
- ☐ Make pudding or tapioca.
- ☐ Make pancakes.
- ☐ Make tacos.
- ☐ Cook spaghetti with homemade meat sauce.
- ☐ Make a sheet pan meal.
- ☐ Make a crockpot meal.
- ☐ Make rice.
- ☐ Make German pancakes.
- ☐ Make cookies.
- ☐ Find and follow simple recipes independently.
- ☐ Wash dishes and clean up after making food.

Technology Management

- ☐ Practice screen-time honesty and transparency.
- ☐ Complete responsibilities before recreational use.
- ☐ Follow rules without reminders.
- ☐ Turn off immediately when asked.
- ☐ Watch/play only approved content.
- ☐ Shop responsibly online.
- ☐ Use technology only in shared spaces.
- ☐ Recognize misinformation and scams online.

My own goals

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Level 4 complete

Date: _____

Parent signature: _____

LEVEL 5

Launch Ready

Preparing to build a Christ-centered life.

Freedoms at this level

- Manage my own screen time.
- I may choose from a wider variety of approved games, apps, and shows.
- Bedtime flexibility.
- Personal online shopping accounts.
- Responsible for an iPhone with few restrictions.
- Driving privileges if licensed and insured.
- Manage my own time.

Faith

- ☐ Pray morning and night.
- ☐ Daily personal scripture study.
- ☐ Prepare family scripture study lessons.
- ☐ Take notes during sacrament meeting.
- ☐ Prepare talks and lessons independently.
- ☐ Share testimony through my words and actions.
- ☐ Use my musical talents to bless others.
- ☐ Prepare to receive my endowment.
- ☐ Arrange and prepare for ministering visits.
- ☐ Prepare for a mission.
- ☐ Record spiritual impressions.

Character

- ☐ Tell the truth, even when it's hard.
- ☐ Respond calmly and maturely to difficult situations.
- ☐ Accept correction with humility.
- ☐ Take responsibility for my choices.
- ☐ Show resilience when life is difficult.
- ☐ Look for ways to serve every day.

Relationships & Leadership

- ☐ Strengthen my family relationships.
- ☐ Resolve conflicts respectfully.
- ☐ Mentor younger siblings.
- ☐ Babysit responsibly.
- ☐ Be dependable at work, church, and home.
- ☐ Babysit responsibly for extended periods.

- ☐ Plan and lead a family service project.
- ☐ Choose uplifting relationships.

Personal Responsibility

- ☐ Create and manage my schedule independently.
- ☐ Get dressed appropriately for the day.
- ☐ Manage personal hygiene independently.
- ☐ Keep my room clean and organized without reminders.
- ☐ Balance school, work, family, and personal responsibilities.
- ☐ Complete responsibilities before recreation.
- ☐ Clean up after myself without reminders.
- ☐ Get myself ready on time.
- ☐ Prepare for the next day.
- ☐ Exercise regularly.
- ☐ Care for my physical and emotional health.
- ☐ Set and track personal goals and to-do lists.
- ☐ Manage my own health routines (medications, braces).

Life Skills & Finances

- ☐ Use a planner or calendar daily.
- ☐ Calculate and pay tithing and fast offerings.
- ☐ Do my own shopping and shop for the family.
- ☐ Manage my own banking and investment accounts.
- ☐ Earn regular income outside the home.
- ☐ Save for college and a mission.
- ☐ File taxes.
- ☐ Learn how to paint a wall.
- ☐ Pay for all my own clothing and personal items.
- ☐ Obtain a driver's license.
- ☐ Manage my own appointments.
- ☐ Register to vote.
- ☐ Pay for insurance.
- ☐ Understand health insurance.
- ☐ Understand a credit score.
- ☐ Jump-start a vehicle.
- ☐ Change a flat tire.
- ☐ Maintain a vehicle independently.

Household Management

- ☐ Do basic home maintenance.
- ☐ Maintain household laundry independently.
- ☐ Grocery shop.
- ☐ Sew a project.
- ☐ Deep clean a vehicle.

Cooking

- ☐ Plan, shop for, and prepare one week of healthy family meals.
- ☐ Make jam.
- ☐ Make a stir-fry.
- ☐ Make waffles.
- ☐ Make French toast.
- ☐ Make breakfast potatoes.
- ☐ Grill three different meats safely.
- ☐ Make a pie.
- ☐ Understand basic good nutrition and healthy eating.
- ☐ Find and prepare new healthy recipes.
- ☐ Wash dishes and clean up after making food.

Technology Management

- ☐ Use screen time wisely.
- ☐ Complete responsibilities before recreational use.
- ☐ Follow rules without reminders.
- ☐ Turn off immediately when asked.
- ☐ Watch/play only approved content.
- ☐ Use technology wisely to learn, create, and serve others.
- ☐ Use technology only in shared spaces.
- ☐ Recognize misinformation and scams online.

My own goals

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Level 5 complete

Date: _____

Parent signature: _____

Personal Progress

Become capable · Live with integrity · Serve with love