

Setting Up Your Notebook

Your notebook is where everything that we do in class goes. It is your responsibility to maintain your notebook throughout the year. This means completing notebook assignments, attaching them into your notebook in the correct order, keeping your notebook's table of contents updated and having your notebook prepared to turn in on notebook check days. Assignments that need to be attached should be attached ASAP (after you receive a stamp or receive the assignment back after it has been graded.)

Remember that notebooks will not be graded if items are not attached or your table of contents is not up to date. I keep a running table of contents of the latest assignments on the whiteboard, but you will be able to access a complete table of contents along with assignments you may be missing on my class page (go to Townsend's website → click on "Classrooms" → Click on my name and scroll all the way down to the file library.)

You have been given hand-outs that detail the rules, procedures, and expectations of the class as well as items that explain how notebooks are organized and will be attached in your notebook today. Some notes about your notebook:

Your Trimester 1 cover page (page 1B) should look like:

PHYSICAL SCIENCE

TRIMESTER 1

MS. SORIA

YOUR NAME

- The left side of your notebook is the A side while the right side is the B side.
- You should always have your pages numbered at the top right corner of the page (including hand-outs and labs.) Stamps will be stamped underneath the page number.

ASSIGNMENT TITLE	1A

- Your pages should always have a title on the header.
- Every assignment that needs to be either taped or glued in. (NO STAPLES.)
- You will attach your notebook check score sheets to a page after every notebook check.
- On warm-up pages, date the warm up and skip a line between each date. EXAMPLE:

8/28/18-[Warm-up]

8/29/18-[Warm-up]