Algebra ½ Class Procedures

- Place phones in the phone box at the beginning of class.

- Tests are 70% of your grade. Homework is 10%. Test corrections are 10%. Participation is 10%. Homework will be graded with a +(100%), ✓(75%), -(50%), or 0(0%) based on the quality of the work.

- All assignments and tests must be completed with a pencil. I will not accept problems done in pen. You also need to have paper, graph paper, calculator, a pen, and your textbook. **Books must be covered**.

- Classroom calculators may be borrowed and must be used on tests. They may not leave the room.

- All work must be shown on the homework and tests. A lower grade may be assigned for problems not worked on the paper **even if they are correct**. **Circle your answers**.

- Assignments without names or lesson numbers will receive a lower grade. Tests without names can lose 10%.

- All assignments must be completed before the day they are corrected or they will be given a **zero**. If there are special circumstances you need to talk to me **before** class.

- All assignments are to be marked with **pen** when corrected in class. If a problem is wrong the correct answer should be written in **pen** next to the problem for purposes of checking corrections.

- Incorrect problems must be reworked at the **end** of the assignment **before** it is handed in. Use pencil for these redos. Corrections may **not** be squeezed next to the original problem. You may begin the correction with the step where the mistake was made if you can find it. All corrections must be completed and turned in the day **after** the assignment was corrected or they will be given a zero.

- All incorrect problems on a test must be reworked as a separate assignment. You will be able to continue reworking problems until the next test. Completed test corrections count 100% and uncompleted count 0%. If you are having difficulty see me **immediately**.

- If you are absent from class, you will be given **one** extra day to do the assignment for every day you were absent. Write "**absent**" on the top of the assignment before handing it in. Special arrangements for more time may be made with me.

- Keep your math papers to yourself. If your paper is found in the possession of someone else your homework **and** participation portions of your grade may become 0%.

Participation Rubric

Maximum possible: 110%

Base Participation grade = Homework grade

Adjustments:

Phone in the phone box(+5 to -5)

Book not covered(-5)

Uses time wisely and fully (+10 to -10)

Participates in class (+10 to 0)

Asks questions (+10 to -20)

Gets help outside regular class time (+10 to 0)

Homework completed regularly (+10 to -10)

Homework well done and neat (+10 to -10)

Test correction completed in a timely manner (+10 to 0)

Brings all materials to class (0 to -10)

Is not distracting to others (0 to -50)