

Spiral Guidelines

1. Attach your guidelines and behavior matrix in the front of your spiral.
2. Start off each six weeks with the assignment calendar. This calendar will serve as the table of contents and give you a reference for ordering your pages of notes. You will lose points if your pages are out of order.
3. Do not fold any notes pages. Leave them whole or cut them in half and attach pages with glue or tape so they don't fall out. You will lose points if your pages are folded or are not attached.
4. If you are absent or lose any printed notes, you can find them on my website, msmizemhs.weebly.com. The blank copies of the notes can be printed for you to fill-in in your own handwriting and put in your spiral. Filled-in copies of the notes are for reference only and cannot be printed to put in your spiral.
5. Your spiral will be checked daily for progress. Each day's grade will be put together to form your six-weeks spiral grade. This will be a quiz grade.
6. All pages must be in order and completely filled-in by you to receive full credit.
7. I expect you to keep up with your spiral throughout the six-weeks to be used as reference for assignments, quizzes, and sometimes even tests.