

## Science Binder Requirements

You are required to keep a **Science Binder** all year. The purpose of this binder is to reinforce organizational skills as well as to help you in studying for tests. You will receive a grade for your binder at the end of each **Trimester**. You are to keep all assignments, handouts, notes, and labs in your science binder. The binder should be 1 inch and have 3-rings. Your full name, "Science", Block # and HR # should be clearly marked on the front. In accordance to our School Learning Expectations, we take pride in our work and have respect for our things, therefore there should never be any inappropriate pictures, drawings, writing, or stickers on any part of your binder. Pictures of pets and family are allowed as long as there are only a few.

### **Science Binder Organization:**

**NOTE:** You need 3 binder (tab) dividers: 1 labeled Notes/Homework, 1 labeled Tests/Labs, and 1 labeled Paper for binder paper.

### **ORDER**

1<sup>st</sup> Page = **Science Syllabus** (inside the page protector)

2<sup>nd</sup> Page = **Science Binder Requirements Sheet** (Blue)

3<sup>rd</sup> Page = Tab divider labeled "**Notes/Homework**"

4<sup>th</sup> Page = **Table of Contents** (for notes and homework)

- All of your class notes and homework will be placed behind the **Table of Contents** sheet and should be put in the order in which it is listed (just like a book).

5<sup>th</sup> Page = Tab divider labeled "**Tests/Labs**"

6<sup>th</sup> Page = **Test and Lab Grade Recording Sheet**

7<sup>th</sup> Page = **Lab Rules and Procedures Sheet** (Yellow)

- All of your Test scores and Labs should be filed behind this sheet

8<sup>th</sup> = Tab divider labeled "**Paper**" with binder paper behind it

### **Proper Heading**

All of your papers no matter if they are notes, labs, tests, handouts, or homework, must have the proper heading. The upper right hand corner should have your full name, date, Block #, Subject. Please see the example below.

**Full Name**  
**Date**  
**Block #**  
**Subject**

**Title of Assignment**

### **How to fill out the Table of Contents/Grade Sheet**

The **Table of Contents** is for recording homework, class work, or notes only.

The **Tests/Lab Grade Sheet** is for recording tests and lab grades.

### **Science Binder Table of Contents**

Name \_\_\_\_\_ Block # \_\_\_\_\_ HR # \_\_\_\_\_

<b>TITLE OF ASSIGNMENT</b>	<b>DATE</b>	<b>POINTS EARNED</b>	<b>POINTS POSSIBLE</b>

1. Write the title of the assignment (Please do not use page numbers, it is usually the title that I write on the homework whiteboard, **Ex. Ch 1.1 RR or Earth's Interior RR**). RR stands for Review and Reinforce.
  2. Write the date (Month/Day/Year) that it was **assigned**.
  3. Record the number of points you earned.
  4. Record the number of points possible.
- You will follow the same procedure to fill out your **Test and Lab Grade Sheet**.
    - Tests do not go home with the student, so it is important to record your scores to keep track of your progress.
  - It is important that you do this on a regular basis. If you do not keep up your binder, your effort and class grade may be lowered as a result.
  - Binder checks will be given 1X a trimester and when kept in good order, can raise your grade because the point values range from 75 to 200 points!  
**Imagine, 200 points just for staying organized!**