

## Notebook and General Class Material Requirements Biology-Milham



### In General:

In order to be successful in this class, it is important that you stay organized and keep all of your materials together. To help you accomplish this, you are required to keep a notebook dedicated to Biology specifically. Below are the requirements for the class notebook. **Keep this sheet in the Reference Section of your notebook to help to correctly organize class materials. You must write your full name, date, and period on the upper right hand of all work submitted for grading. Incorrectly headed work will receive a grade of zero.**

### Materials:

1. **1 ½ -2 inch, 3-ring, notebook** devoted exclusively to Biology. D-ring binders are expensive, but work best. They will last you for years
2. Four **Dividers** with labeled tabs. The tabs labels should match 1-4 in the following section.

**Notebook:** Your notebook should have the following sections (tabs). **All work should be kept in chronological order. PUT THE CORRECT DATE ON EVERYTHING. Notebooks not kept in this manner are not accepted for grading. They will earn a grade of zero.**

1. **Agenda/Daily Question(s):** You will be keeping a daily agenda that you will fill in each day when you come to class. The journal will consist of a daily record of events and some sort of question that you will answer. You will have a template on which to record your daily entries. These will need to be kept in chronological order.
2. **Notes:** In chronological order. This also will be a section primarily of loose leaf paper.
3. **Assignments and Previous Chapters/Units Work:** In chronological order. This is a place to keep current work as well as work from previous topics. You need to keep these for future reference, as we will have a cumulative semester final.
4. **Reference Materials:** You will keep all reference material handed out over the course of the class in this section. For example, in this section you must have the class expectations, this notebook requirements sheet, how to graph data, list of root words, etc.

### Grading:

The notebook will be checked periodically, and work from the notebook may be collected with each unit exam. A grade will be given for completeness and organization. It is to your advantage to keep the notebook in good working order as the points given will help your grade. You might also be pleasantly surprised at the usefulness of a good notebook in terms of test prep.