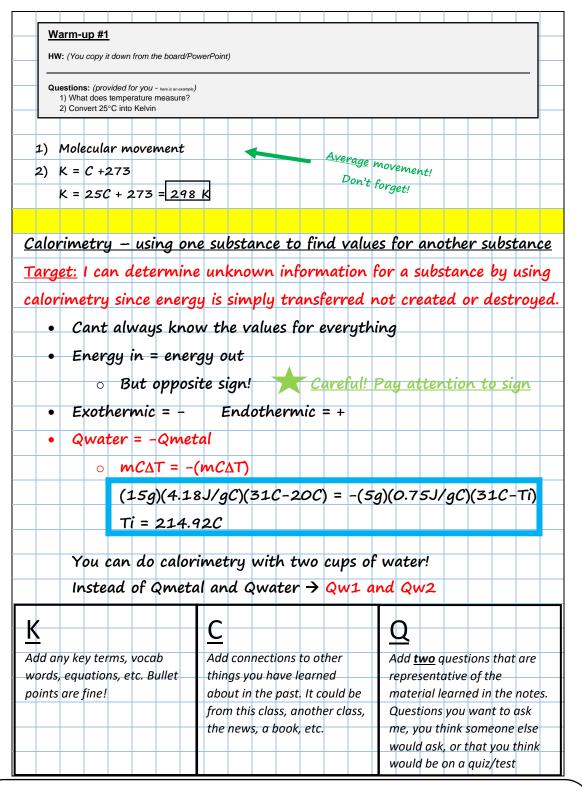
How to Set Up Your Notes in Honors Chem



- Notes are graded assignments.
- If you are absent you are required to make up the missed Notes.
- Your notes need to look readable to another person, and should not be cramped together. Use space!
- KCQ Boxes are required to be finished by the start of the next class period. All efforts will be made to post this as an assignment on Schoology each day, but it is expected and required even if something happens and it is not posted. You now know it is a daily requirement!
- You are responsible for knowing, understanding, and following the formatting requirements.
- $\bullet \qquad \hbox{If you have questions about the formatting requirements it is your responsibility to ask}.$
- Notes should reflect effort, thought, detail, reflection, and should demonstrate processing and learning taking place.

Don't need a new page, just continue! Highlighter to show separation btwn work Descriptive underlined title for notes Target in red below the title Include ALL important details Practice problems are required! Add THREE additional colors Add color in a meaningful **KCQ Boxes** at the end of the set of notes

R-4

EXAMPLE GRADING RUBRIC

This example gives you an idea of the types of things I look for when grading notebooks. This is not a guaranteed format or amount of points, it is simply an example to help guide you into doing complete and quality work. Notebook checks will be announced and unannounced. No points will be awarded if you fail to have your notebook on a collection day, either announced or unannounced.

Chapter 14 Composition Notebook Grade Sheet										
Name:				Period:	Seat #:					
ITEM		COMMENTS								
N46 Acids and Bases and pH calculations pH Calculations Chart pH Square x 2		No title Non-descriptive/obvious title No Target in red pen Incomplete notes lacking info No color		Min. Color &/or not used meaningfully No KCQ boxes KCQ incomplete/lacking effort/detail Other	10					
N47 Nomenclature, Strong Acids/Bases, Ionization of Water Naming Glue In		No title Non-descriptive/obvious title No Target in red pen Incomplete notes lacking info No color		Min. Color &/or not used meaningfully No KCQ boxes KCQ incomplete/lacking effort/detail Other	10					
Warmup #22		Missing Not graded		vo ransfer stal v	5					
N48 Weak Acids and Bases Glue In Practice Problems x 2		No title No farget in red pen Incomplete note No color		Min. olo &/or not used meaningfully KCQ boxes KCQ incomplete/lacking effort/detail Other	10					
Warmup #23		Mis g Not graded		No transfer stamp Other	5					
Warmup #24		Missing Not graded		No transfer stamp Other	5					
N49 Salts Steps Glue In Chart Glue in x 2		No title Non-descriptive/obvious title No Target in red pen Incomplete notes lacking info No color		Min. Color &/or not used meaningfully No KCQ boxes KCQ incomplete/lacking effort/detail Other	10					
N48 Titrations Hands On Lecture		No title Non-descriptive/obvious title No Target in red pen Incomplete notes lacking info No color		Min. Color &/or not used meaningfully No KCQ boxes KCQ incomplete/lacking effort/detail Other	10					
	•		<u>Tot</u>	al _65						

Sometimes things are simply graded on a 0-3 scale more for general completion. One point would be deducted for each item missing or unfinished. A decent effort must be made on each part to receive full credit.											
Example: Stood of the notes	Example: Student didn't finish KCQ Boxes, but the rest is done			Example: Student didn't do KCQ boxes or annotations, but did take notes with Target							
0 1	. 2	3	0	1	2	3	0	1	2	3	