

## **More Details about WARMUPS**

- 1) Warmups are to be completed in your composition book only. No paper(s) can be stapled, taped, etc. into the book and receive credit.
- 2) Student may only receive up to FULL credit if the work is done in the composition book on that date.
- 3) Composition books will be graded in class the same day whenever possible. You may sometimes leave them in class to be graded. Sometimes they will be graded later or not at all.
- 4) When graded they may be graded for completion and/or accuracy.
- 5) Following instructions regarding formatting or showing work etc are not optional. If you do not follow the instructions you will not receive full credit.

### **Possible Situations:**

#### **1) ABSENT:**

- Get the warmup slip from the absent bin, do the warmup, and **SHOW** me that it was completed according to the standard absent procedure – you get the number of days as you were absent. Absent one day, you get one day. Absent two days, you get two days.
- If shown to me within the allotted number of days, I will stamp it.
- If there is no stamp for being absent, the students will earn no more than 50% of the points possible.

#### **2) FORGOT TO BRING COMPOSITION BOOK TO CLASS:**

- If a Warmup is completed on paper other than in the composition book, you cannot receive full credit.
- When a Warmup is transferred into your composition book (as in written in), there will be no handwritten grade, but there will be a Transfer Stamp, therefore they may earn up to 75% of possible points for that specific Warmup.
- You must show me your original graded Warmup in order to get a Transfer stamp to show that you have transferred the Warmup from binder paper into your composition book.
- If there is no stamp for the transfer, you will only be eligible to earn 50% of the points possible.
- Transfer of work into the composition book must occur by the **NEXT** school day.
- *Transfer*: Means to re-write the information in the composition book, not staple, tape, etc... the paper into the composition book

#### **3) LOST COMPOSITION BOOK:**

- Don't lose your composition book...
- If you lose your composition book you will not have any of the handwritten grades, so there is no record of your scores. Therefore, your work will only be eligible to earn up to 50% of the points possible.
- I strongly suggest you scan or take pictures of your composition book to keep a record of your scores just in case you may have lost it.
  - If you do this, YOUR FULL NAME in INK must be written on each page so I know it is your work.

*\*Requirements, formatting instructions, grading procedures, etc are subject to change at teacher's discretion. If changes are made you will be notified in class.*

*\*If a situation arises that is not discussed above, it is your responsibility to bring it to the teacher's attention immediately. If you have questions it is your responsibility to bring it to the teacher's attention immediately.*