



- ◆ Put a copy of the homework organizer in the front of a three-ring notebook for each class.
- ◆ Post copies on the bulletin board of your room.
- ◆ Check the chart daily for reminders about upcoming assignments.
- ◆ Cross off assignments as they are completed.

**COURSE:** \_\_\_\_\_ **INSTRUCTOR** (Name, Office Hours/Location, Phone, Email, etc.): \_\_\_\_\_

<b>TESTS/QUIZZES</b>			
Due Date	Description	Tasks	Grade
<b>PAPERS/PROJECTS</b>			
Due Date	Description	Tasks	Grade
<b>HOMEWORK</b>			
Due Date	Description	Tasks	Grade