

HOW DO I ORGANIZE MY BINDER?**KEEP IN BINDER ALL YEAR****JH Science 2011-12*****Have ready by Aug 31st (8th Gr) or Sept 6th (7th Gr)***

I know the usual procedure is to spend the first class getting organized, but I see it as a time to convince you that science will be active, interesting, and busy! It seems to me that all the busywork directions can go on paper, and be done when you have time over the next couple of days. Please have the following **completed and ready by class time on the dates listed above.** We will be busy with “Doing Science” until then.

Directions and Materials preparation for Science Class:

*****Every day** for science class (unless you’re told otherwise)– you will need your Science Text, 3-ring Science Binder, Assignment book, red pen for grading and pen/pencil to write with.

SCIENCE BINDER (1/2 to 1” 3-ring binder used only for science)1. **Label** your Science Binder:

“SCIENCE” is to be in **large**, readable letters on the front; your name and section (like 7-1) are to be **easily readable** on the front. If you have a dark or very patterned binder, use a plain label (available from Ms. K), white-out, or some method to make these things readable.

2. **Organize** your Science Binder with tab dividers labeled as follows:

Before the first tab, you need to have a

Blank piece of looseleaf for “HOW ITS MADE” topics, that we do every Mon., and a second piece for “SCIENCE CAREERS”, that we do periodically.

Tab 1: CURRENT CHPT

Notes (Keep your notes and information handouts in order by section;

Student Work for the current chapter (homework, lab reports, quizzes)

Tab 2: PREVIOUS CHPTS

After taking the chpt test, move all papers from Tab 1 to this section. All papers stay here for the entire quarter.

Tab 3: TESTS (Keep all test papers here, not quizzes; tests are kept for the entire year in this section for the final.)

Tab 4: REFERENCES (Keep reference handouts that are used all year, or frequently, for useful information.)

Tab 5: PAPER (Maintain a supply of both loose leaf, and 7 or 8 pages of graph paper at all times, so if you run low, refill: if you happen to run out during class, borrow from the classroom supply, on top of the book case in the front right corner of the room.

3. **Do not remove or throw away** any science papers until you are directed to do so by Ms.

Kimmerling. We will clean out materials from the previous trimester as we start each new one, but Ms. Kimmerling will let you know what to keep and what goes.

5. **Condition** – It is expected that your binder is in good condition at all times. I will ask you to replace a binder that is beat up and falling apart, or all marked up on the outside. Science is exact, precise, and requires neat, careful work. Maintaining your binder in good condition is a representation of that requirement.