

**Ms. Wrubel
Course Requirements**

1. A notebook is recommended for all students. Notebook quizzes will be given periodically. Each quiz will consist of homework or class work problems selected at random. Students may use his/her notebook on a notebook quiz, but textbooks will not be allowed. It is the student's responsibility to make up missed assignments prior to each notebook quiz.
2. Homework may be checked on a daily basis for a grade. The students will receive points for completed assignments that are checked. All homework assignments must have the problem written down and all work must be shown to receive full credit.
3. It is the student's responsibility to make up and show the teacher all work missed due to excused absences. Students excused for extra-curricular activities or field trips will be held responsible for work missed. It is advised that these students see the teacher prior to the absence.
4. Unexcused absences (i.e. "class Cuts", etc.) will result in a zero for any graded assignment missed that period.
5. There will be daily warm-up exercises at the beginning of class. The warm-ups will be written on the side board or on the overhead projector. Students must enter the classroom, sit in their assigned seats, and immediately begin working on the warm-up. All warm-up exercises must be dated and kept in their notebooks
6. Announced or unannounced quizzes will be given throughout each quarter. At times class work will count as a quiz grade or homework may be collected for a quiz grade. It is the student's responsibility to make up quizzes.
7. Notebooks will be collected at the end of each quarter and graded.
8. The quarter average will be calculated as earned points/total points.

Ex. Tests –	94/100	88/100	92/100
Quizzes –	28/30	35/36	20/25
Homework-	22/25		
Notebook -	35/35		

Quarter Grade - $392/426 = 0.920 \times 100 = 92\%$