



You will be responsible for:

- A. Vocabulary done and passed in each Chapter
- B. Step by Step from book for each Chapter
- C. Try It! Sections throughout Chapter
- D. Projects in the back of Chapter
- E. Individual Projects in class
- F. Quizzes and Test for Chapter
- G. Warm-up Vocabulary Words from Chapter
- H. Taking proper care of work area and equipment

**Attendance:**

If you are absent, you will be responsible for the lesson and or quiz/test given during your absence. It is your responsibility to keep up with the current assignment. This work can be made up in the library after school.

**Expectations:**

The ability to stay on task, to follow directions, and to follow rules are critical behaviors for success in this course. Learning independent work habits, knowing how to listen, taking responsibility for assignments and materials, attending class regularly, and arriving on time do have a direct relationship on success and good grades.

**Classroom Rules:**

- 1. Arrive to class on time.
- 2. Come to class prepared.
- 3. Raise your hand in class when you would like to share your ideas.
- 4. Keep your hands, feet, and other objects to yourself.
- 5. Complete the work assigned and give it your best effort.
- 6. Be courteous and respectful toward others.
- 7. Respect classroom and school property.

**Failure to comply with these rules will result in:**

- 1. A warning
- 2. Closing down computer and doing work after school
- 3. Calling Parent
- 4. Detention
- 5. Sent to Principal

If you are having trouble with a lesson or feel you need extra help, please make arrangements to meet with me.

**Good Luck let's have a great semester!!!!**