

Three-Ring Binder Guidelines For ELA 7:

1. Organize your 3RB:

1st Section: Opening Moves

2nd Section: Class Notes

2. **In the Opening Moves Section:**

When starting a new Opening Move, skip a couple of lines, write the date, and begin a new opening move.

3. **In the Class Notes Section:**

When taking notes on a new topic, write the date and topic at the top of a fresh page every day.

4. If it's important enough to go on the board, it's important enough to go in your notes.

Disco Bob says, “*If it’s important enough to go in your notes, it’s important enough to remember.*”

5. Keep everything!

Quiz on Notes and Parent Newsletter: 9/13/11

During the following six school days, Mr. Spicer will check your 3RB for:

1. 2 sections in your binder (20 points)
2. Parent Newsletter (20 points)
3. **“Organize Your 3RB”** notes (20 points)
4. **Communication** notes (20 points)
5. Date and Topic at the top of first page of each day’s notes (20 points)