

**Mrs. O'Donnell's, Ms. Slover's, and Ms. Westjohon's  
RESOURCE STUDY SKILLS**

**GOAL:** This course is designed to aid students in their class work and help students develop better study strategies.

**COURSE OUTLINE:**

1. **Student Agenda Book:** An agenda book is one of the required texts for this class. Students are required to record all assignments/daily assignments in their agenda books. Agenda books will be checked and graded daily at the beginning of the resource period—an incomplete or forgotten agenda book will result in a zero.

If the agenda book is lost, the student will be required to replace it. The second agenda book can be purchased in the office.

2. **Resource Skills Binder:** The resource skills binder will be provided and is the second required text for this class.
3. **Study Habits:** Students are required to bring work to do **every class period**. All material should be brought to class. A student will only be allowed one pass per week. This includes restroom passes.
4. **Teacher Assistance:** I am here to help. JUST ASK.

**GRADING:** Grades will be based on four parts

1. Agenda Book (5 points each class)
  - a. Agenda books should be placed in the tray when the first bell rings.
  - b. All assignments must be written **before** class begins.
  - c. If an assignment is not given for the day, write the activity performed in class for that period. "Nothing" or "None" will result in a deduction of points
2. Daily Warm Up (5 points each class)
  - a. At the beginning of each class period daily warm up activities will be presented.
  - b. Record of these activities must be in your binder.
3. Independent Work (5 points each class)
  - a. Each student will be required to keep an Independent Work Log in their binder.
  - b. Points are given for the student's work and behavior during the class period.
4. Word of the Day (5 points each class)
  - a. Every day the teacher will assign a test prep word for the day. The students will be required to write down the word, definition, part of speech and a sentence for the word of the day.

**NOTE: If you are absent zero points will be given for the day. You can arrange to make up time and points with the teacher within the time frame allotted by the excused absence guidelines. You cannot receive participation points if you are not present to participate.**

**HELPFUL HINTS:**

1. **ALWAYS** bring something to work on, even if all your assigned homework has been completed.
2. Continue to work quietly while waiting to get help.
3. If you would like to work/study with someone else in this class, ask for permission first.
4. Acceptable alternatives to homework will be provided by the resource teacher.
5. Computers are for classroom assignments only!! The use of computers will only be granted to complete assignments for school.
  - a. Any student using a computer without permission will lose computer privileges in this class.
  - b. Any student on an inappropriate site will lose all computer privileges and will be turned into the office.