**Get Organized!**

Be able to find your assignments and turn them in! Be able to locate your notes to study for tests!

Open your binder/bookbag and go down the checklist: for each item, write a Y (for yes) if the binder/bookbag meets the question fully or an N (for no) if it does not meet the question fully. When finished, divide the number of Ys recorded by the total number of items and record this in the last space as the percentage of the binder/bookbag that’s organized.

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Binder | Date |  |  |  |  |  |  |  |
| 1.  |  |  |  |  |  |  |  |  |
| 2.  |  |  |  |  |  |  |  |  |
| 3.  |  |  |  |  |  |  |  |  |
| 4.  |  |  |  |  |  |  |  |  |
| 5.  |  |  |  |  |  |  |  |  |
| 6.  |  |  |  |  |  |  |  |  |
| 7.  |  |  |  |  |  |  |  |  |
| 8.  |  |  |  |  |  |  |  |  |
| 9.  |  |  |  |  |  |  |  |  |
| What percent of your binder is organized? Divide the number of Y’s by 9 and then multiply by 100. |  |  |  |  |  |  |  |  |
| Bookbag | Date |  |  |  |  |  |  |  |
| 1.  |  |  |  |  |  |  |  |  |
| 2.  |  |  |  |  |  |  |  |  |
| 3.  |  |  |  |  |  |  |  |  |
| Percentage of criteria met (# of Ys/3)\*100 |  |  |  |  |  |  |  |  |



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