**Maintaining a Biology Journal**

Your journal is a record of all the skills and knowledge acquired during this course. It will be a great resource to you, if you keep it well maintained and organized.

* All work completed in this book must legible, and space on the page is utilized well.
* Number all pages as you go, so that you and your teacher can find your assignments
* Use page marker tabs, post-its or a small dog-ear to mark your table of contents.
	+ Also remember: **all assignments must be in the table of contents** to receive full credit!
* All work must be **connected to the journal (taped or glued)** to receive credit!

**How are assignments in my composition book Graded?**

**Practice/Review assignments**: (worth 15%)

|  |  |  |
| --- | --- | --- |
| **Mark**  | **Description** | **Score** |
| ✓+ | Assignment was completed and stamped by the assigned due date.Answers are thorough, and corrections have been made in a different colored pen. | 10 |
| ✓ | Assignment was completed by the assigned due date.Some answers are not through or lack thought.For the most part, corrections have been made using a different colored pen, but they are not entirely complete. | 7.5 |
| ✓- | Assignment was **not** turned in on time.-or-Answers are **incomplete** and corrections have not been made. | 5 |
|  | Assignment is incomplete (>50% incomplete).-or-Assignment is missing. | 0 |

* There are no make ups or re-writes allowed on practice/review assignments, unless you have a homework pass.

**Labs** (30%)

* Labs are graded based on the combined scores of their individual rubrics, which will be attached to the lab for you to review.
* You may re-write sections of a lab to earn back up to 50% of the original score.
	+ Present the completed re-write to your teacher **after** it is finished to be re-graded.