

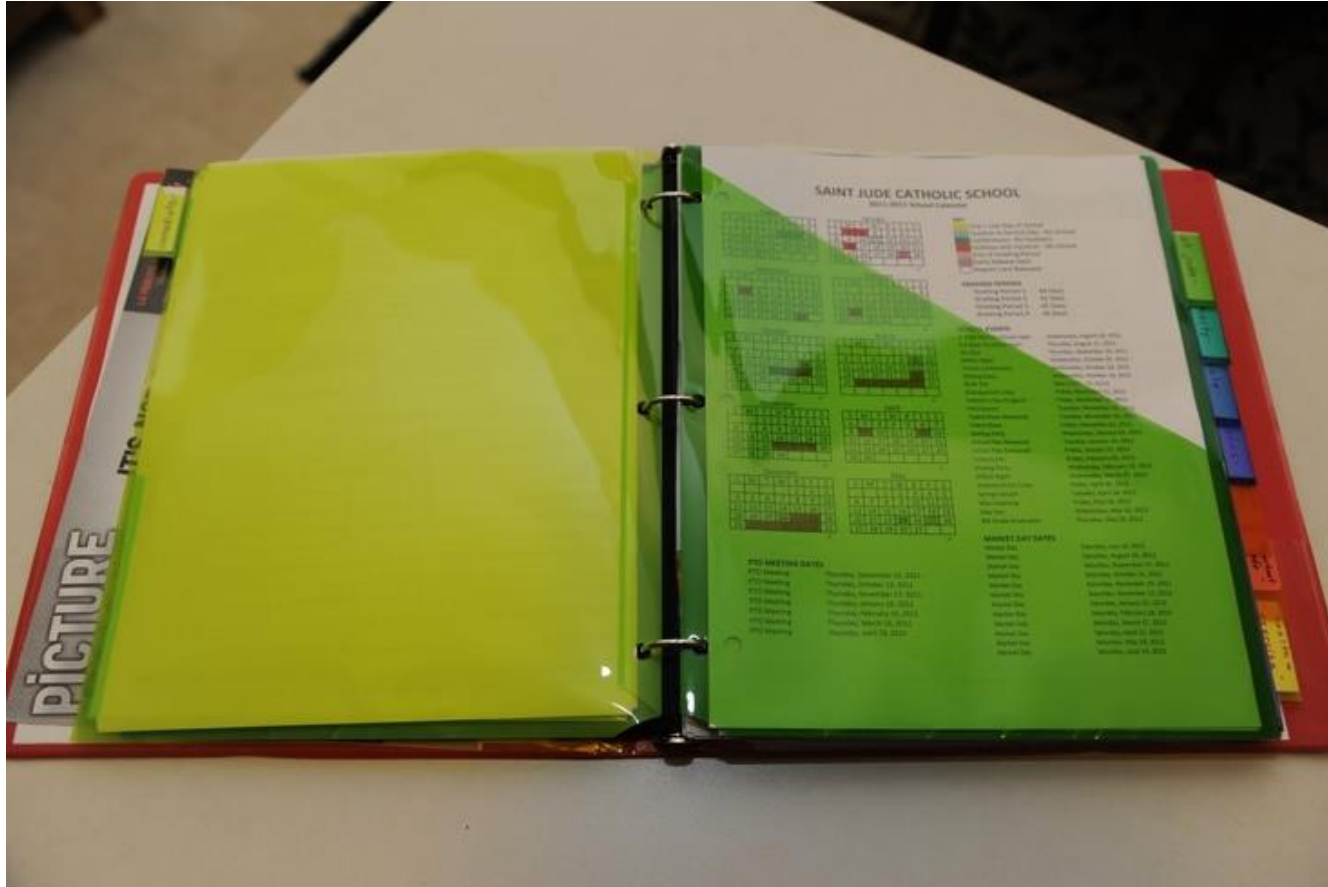
# THE BINDER SYSTEM

**\*\*ORGANIZATION MADE EASY\*\***



# SUPPLIES NEEDED

- **1" BINDER**
  - **IT'S BETTER TO HAVE ONE BINDER FOR ALL CLASSES SO YOU HAVE EVERYTHING YOU NEED FOR SHARK TIME.**
- **8 PLASTIC SUBJECT DIVIDERS WITH POCKETS ON BOTH SIDES**
  - **YOU CAN PURCHASE THESE IN THE OFFICE FOR \$4.00**
- **PAPER**



# HOW TO USE THE BINDER SYSTEM



**\*\*IT WILL MAKE ORGANIZATION EASIER\*\***



**LABEL EACH TAB ON THE DIVIDERS WITH YOUR CLASSES**





# HOMework

- LABEL THE FRONT POCKET OF YOUR BINDER “HOMework.”
- PUT ALL HOMework THAT IS ON PAPER HERE.
  - BECAUSE MANY OF YOUR ASSIGNMENTS MAY BE DIGITAL (CANVAS), IT IS IMPORTANT TO WRITE ALL HOMework DOWN IN YOUR PLANNER!



- **AFTER YOU FINISH YOUR HOMEWORK, PUT IT IN THE FRONT POCKET OF THE CLASS IT BELONGS TO.**



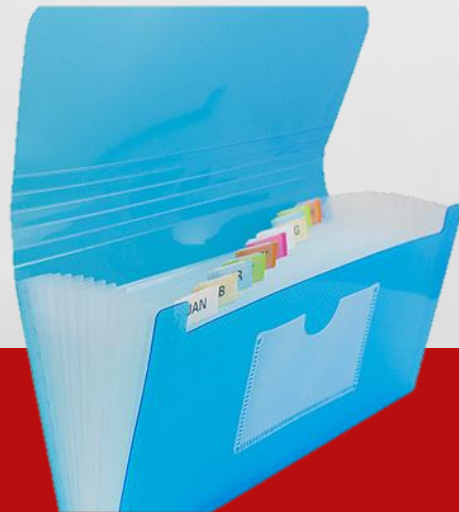
- **The front pocket is for anything that still needs to be turned in.**
  - **Things you are still working on in class**
  - **Homework you have finished**

- **THE BACK POCKET IS FOR PAPERS THE TEACHER PASSES BACK TO YOU.**

- **DO NOT THROW THESE AWAY – WHY.....?**



- **CLEAN OUT THE BACK POCKETS ONCE A WEEK AND FILE THE PAPERS AT HOME IN SOMETHING LIKE AN ACCORDION FILE FOLDER.**



**IT'S THAT  
SIMPLE!**

