

ENGLISH HOMEWORK GUIDELINES

How to receive the best results on every assignment

September 2002

PURPOSE:

Here are some guidelines for you to follow when doing your English homework. These guidelines apply to all written work, whether exercises from your books, short-answer essays, journal assignments, or longer compositions. There are some very simple rules for you to observe that will ensure full credit for every assignment. Developing constructive work habits is a key to your success.

GRADING TIME LINE:

Homework in on time (at the beginning of class):	Full Credit
Homework one day late	1/2 Credit
Homework more than one day late	No Credit

FORMAT:

Every homework paper should have a header like the following example. It is preferable that you type all of your assignments, and there will be homework which *must* be typed (you will be informed which these are).

	Student's Name
	Period
	Date
Title of Story/Assignment	
Page number (if applicable)	

The above information is especially important when you are turning in late homework. If you do not include all of this information, I will not know what you are giving me, which means NO CREDIT.

ABSENCES:

Parker's policy is to allow one day of makeup for each day of *excused* absence; no allowance is made in the case of unexcused absences. When you miss school, it is *your responsibility* to write "Absent" across the top of your paper. If you do not, I may assume that it is late and grade the paper accordingly.

NOTES:

- Homework is due at the *at the beginning of each class period*. Unless I specifically tell you *not* to turn in your work because we will be reviewing or correcting it in class, you should put your homework into the collection box as soon as you arrive in class. I don't accept any excuses about "forgetting" to turn in work, and if you are working on homework during class time, it will not receive credit.
- If you have any questions regarding your grade in the class or credit for an assignment, please see me on an individual basis at an appropriate time. Bring the graded copy of your homework to me and we will discuss your question. Please do not approach me saying, "I know I turned this in. How come I have a zero?" *I do not lose work*. Check your binder and your class file, and if it is in neither of these places you must redo the work for credit. **TAKE CHARGE OF YOUR WORK, BE RESPONSIBLE, AND YOU WILL EXCEL!**