Study Skills

Mr. Macomber  (Office Hours:  8:20-9:15am M-F)
Room: D-1
Phone Number: 916-433-5200, Ext. 1401
2015/2016

Course Overview
This course is intended to give opportunity for tutoring, homework help, guidance, and practice with organizational skills.

Course Requirements & Expectations

1. Students with an excused absence must get make-up work for each of their classes from the teacher or a fellow student. Check homework and missed work policies of each teacher and be able to follow them. If a student anticipates an excused absence (club meetings, sports, etc.), the student should check with each instructor to establish a due date prior to the excused absence.

2. Students must write or type Full Name, Class Section, and Period at the Top Left Section of the paper on all assignments unless told otherwise by their teacher.

3. All students will be held accountable for upholding the school’s Academic Dishonesty and Plagiarism policies. Students who cheat on homework, test, or essay will receive no credit for that particular assignment. Students who cheat a second time on homework or a quiz will receive an “F” in the course. Cheating is defined as, (1) unauthorized copying from another student on any assignment; (2) allowing others to copy your work or in any other way assisting another student to cheat during homework, quiz’s, tests, or final exams. Plagiarism is defined as copying or borrowing extensively from another student’s work or failure to properly give credit for an author’s ideas or words.

4. Students are expected to maintain the proper classroom behavior that is conducive to a positive and collaborative environment. Please remain in your seat at all times, raise your hand when making a comment or asking a question, remain in your seat until the final bell rings, and listen attentively when the teacher(s) or another student is speaking.

5. A student may be given Detention based on inadequate preparation for class, forgetting notes or materials, being disruptive in class, missing extensive amounts of homework. A student may be asked to attend a student/parent/teacher conference if this becomes an ongoing issue.

6. Students are expected to be dressed in the proper dress attire as detailed in the Parent/Student Handbook. Any student found to be in violation of this dress code will be seen by the instructor as a disruption to the classroom environment and be asked to report to the V.P for consultation.

Materials
- Journal Notebook
- 3-ring binder with dividers.
- Organizer/Agenda

Classroom Rules (See all posted rules in the classroom)

1. Be in your seat and ready to work when the final bell rings. No wandering during instruction.
2. No swearing, teasing, or disrespecting someone because of race, religion, sex, gender, disability, etcetera.
3. No eating, drinking, applying make-up or chewing gum in class.
4. Please have cell phones and music players away and off at all times in locker or backpack.
5. Follow The Golden Rule. Treat others the way you want to be treated.
6. Follow school rules per the Parent/Student Handbook.

**Homework:** Homework is a vital part of a student’s academic program. A student with a diligent and steadfast approach to completing daily homework sets himself or herself up for academic success.

**Participation:** Active participation in this class means being organized with assignment and deadline information, knowing which topics and areas they need the most help with, and asking for tutoring and clarification in these areas daily. This participation is the basis on which students are graded for this class.