**Ms. Day/ Honors Biology 2017-2018**

“How to Put Your Genetics Binder Together” Worksheet

* **Binder checks are approximately every 5 weeks and are between 40-65 points each.**
* **Binder check rubrics will be posted on the class website before each binder check.**
* **Binder checks will ALWAYS include unit powerpoint guides, which need to be fully filled out.**
	+ **Each powerpoint guide is between 10-30 pts and will be given a completion grade.**
	+ **Powerpoint guides MUST be placed in the FRONT of the appropriate section tab/divider so I can easily locate and grade them.**
1. The **first thing** in your Biology binder is **ALWAYS** the “**Table of Contents**.” This needs to be UPDATED before EVERY binder check***.*** The TOC (“Table of Contents”) should look like the following:

**TABLE OF CONTENTS**

 **Class Information …………………………………………………………Section 1**

 **Tab #2’s Name Here ………………………………………………………Section 2**

 **Tab #3’s Name Here ………………………………………………………Section 3**

**Tab #4’s Name Here ………………………………………………………Section 4**

 **Etc, etc, etc**

**Semester Project Information…………………………………………….Last section (last tab)**

1. **1st Tab/Section** will be called/titled **“Class Information.”** for BOTH semesters.
	1. Behind this tab, you need to put all reference papers for this Genetics course including the
* **Class syllabus**, **Current HW Plan and Monthly Lesson Plan calendar, How to Put Together Your Binder , How to Write an Outline, APA format guide**, **How to Write a Lab Report**, etc.)
1. The rest of the tabs should look like the following for SEMESTER 1:

|  |  |  |
| --- | --- | --- |
| Tab # | Name/Title on Tab | What should be included behind the tab  |
| **2** | ***Nature of Science & Homeostasis*** | * Powerpoint Guides (ALWAYS goes first!!!)
* Textbook Outlines (tear them out of your notebook)
* Fill in the Blank Notes/Class notes
* Bellringers
* Lab Activities for the unit
* Homework and Worksheets for the unit
* Tests and Quizzes for the unit
* Any other helpful papers for each unit
 |
| **3** | ***Biochemistry/Macromolecules*** |
| ***4*** | ***Cells*** |
| ***5*** | ***Central Dogma of Biology*** |
| ***6*** | ***Cell Division (Part 1)*** |

1. The rest of the tabs should look like the following for SEMESTER 2: Semester 1)

|  |  |  |
| --- | --- | --- |
| Tab # | Name/Title on Tab | What should be included behind the tab  |
| **6** | ***Cell Division (Part 2)*** | * Powerpoint Guides (ALWAYS goes first!!!)
* Textbook Outlines (tear them out of your notebook)
* Fill in the Blank Notes/Class notes
* Bellringers
* Lab Activities for the unit
* Homework and Worksheets for the unit
* Tests and Quizzes for the unit
* Any other helpful papers for each unit
 |
| **7** | ***Genetics*** |
| **8** | ***Evolution*** |
| **9** | ***Cell Energetics***  |
| ***10*** | ***Ecology*** |

1. The **LAST** tab/section (**Tab #11)** in your binder should be called “**Semester Projects**” and includes all information, directions, collected data/research, etc. on each of your semester projects. This occurs for BOTH semesters.

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| *NOTE: Updated rubrics for each binder check are located on the class website under the “BINDER CHECK RUBRIC” icon.* *The class website is www.msbrookeday.weebly.com* |