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| A & P binder minder setup |

Your binder should have five sections, each behind its own divider. The sections are described below. It is your binder so feel free to decorate it and make it your own as long as you include the following required items. If you keep this up throughout the course, you will not only get easy points during the binder check (5% of your grade) but also will have a far easier time preparing for tests and quizzes. Every so often I will do “Binder Minder” Quizzes to ensure your binder is organized.

**At the front of your binder, before the first divider, you should have the following:**

* Table of contents
* class syllabus
* Binder setup paper
* Monthly calendars

**Please put each section in order by date**

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| **Sections (each labeled with divider)** |
| Section | Contents |
| Tab 1:**Classwork** | Packets in order  |
| Tab 2: **Quizzes** | Quizzes in order  |
| Tab 3:**Exams/Interims** | Exams & interim assessments in order + reflections  |
| Tab 4:**Review** | Review sheets and problems sets in order by unit |
| Tab 5:**Vocabulary** | Vocabulary sheets in order by unit |