

Journal Expectations

- Use a **composition book** for your journal. Anything else just doesn't hold up throughout the year.
- Your **name** and **period** should be clearly legible on the front cover.
- Create and use a **Table of Contents** on the first page or two of your journal.
- **Never staple** anything into your journal; *tape* it in.
- If you find yourself without your journal on a day you need to work on it, keep your writing on notebook paper fitted to the size of your journal – not oversized or sticking out. See Mr. Benton for blank loose-leaf journal pages.
- Do not turn in your journal with any **loose papers** in it. Use your folder to store graded papers.
- Write out and underline all questions. Underline vocabulary words. *Highlight* (or underline with a colored pencil) any quotations.
- You are expected to complete all journal work without the assistance of others unless Mr. Benton specifically allows collaboration on an assignment. Sharing work with another student, “working together”, or using any other student’s work will result in a “zero” on the assignment and a referral of the student to his/her administrator.