

Senior Composition and Literature Guidelines Mr. Barnes

Supplies

spiral notebook for English
3 ring binder
pens (blue or black ink)
highlighter
notebook paper
folder

Class Guidelines

1. Be in your seat and ready to work when the bell rings.
2. Have all necessary books and supplies with you each day. Failure to be prepared will result in a reduction of points.
3. Hall passes are for emergencies only. Routine use of the restroom and going to your locker are not emergencies.
4. Agenda books are required if you need a hall pass. Do not loan your agenda book and do not borrow an agenda book. No book – no pass.
5. When absent from class, it is your responsibility to ask about work you have missed. Most assignments and worksheets will be available on the web page.
6. Have the required admit slip with you when you have been absent and ask me to initial it *before* the beginning of class. If your absence is “excused”, you will have one day for every day missed in which to make up work. If your absence is “unexcused”, you will receive no credit for work missed.
7. If you are absent for an extra curricular activity, meeting, field trip or the like, all work must be turned in/completed by your scheduled class period in order to receive credit.
8. If you are present on the day an assignment was given or test was announced, be prepared to take the test/turn in the assignment on the day it is due, even if you were absent intervening days *unless additional information was given while you were absent*.
9. Submit work on due dates. Late assignments will not be accepted.
10. All policies printed in the Student Handbook apply and will be enforced.

11. No food or drinks are allowed in the classroom. If you require food or drink because of a medical condition, please supply written medical verification.
12. All writing assignments must be typed and follow MLA guidelines. All work written in class should be written on lined paper using blue or black ink. Rough drafts may be written in pencil.
13. Failure to submit any major writing assignment will result in a grade of “incomplete” for the grading period. This “incomplete” will automatically revert to a *quarter* grade of “F” if the paper is not completed. Any major writing assignment that is not turned in on the designated due date will begin with a grade of 60%. **ALL MAJOR PAPERS WILL BE COMPLETED IF YOU PLAN TO PASS THIS CLASS.**
14. Any form of plagiarism is unacceptable. If you copy the work of others or allow others to copy your work, you will face disciplinary action.
15. Always ask for assistance when needed and frequently consult the web pages for class information and additional instructional materials (i.e. links, review exercises, power point presentations, practice quizzes).
16. **No extra credit** is given for this class, so complete *all* required assignments to earn a passing grade. Grades are earned, not awarded.

I maintain a web page for this class. The page contains information concerning the activities for the week, practice tests and games, helpful web pages/links and my email address and school phone number. Please make it a habit to log on to my web page if you need class assignment information. I update these pages frequently, and I usually post new weekly assignment information on Thursday afternoons.

If you have any questions concerning assignments, review activities, upcoming tests, or grades write me an email message. I try to check my email twice daily, usually before first period and after school.

My web page addresses are as follows:

Web pages for Senior Composition and Literature:
<http://www.quia.com/pages/collegeenglishbarnes.html>
http://www.quia.com/pages/downloads_barnes.html

My email address is as follows:

synv_dkb@nwoca.org

You will also be given usernames and passwords for access to the online version of the textbook and the testing section of the webpage.

