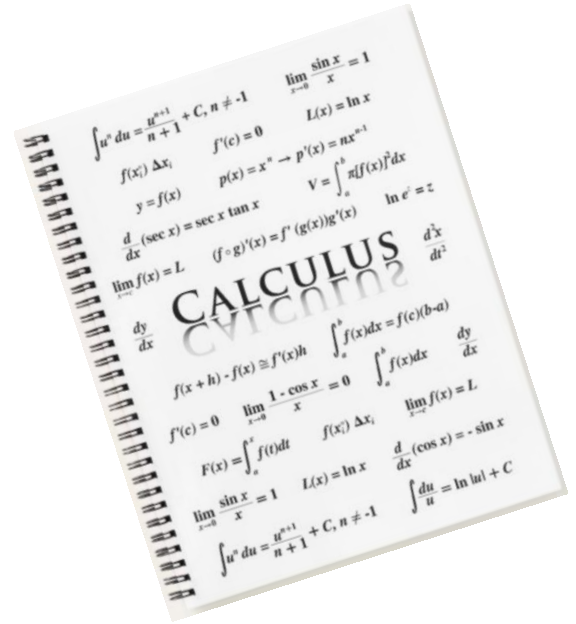


# Details and Examples of How to Keep an Amazing Keeper

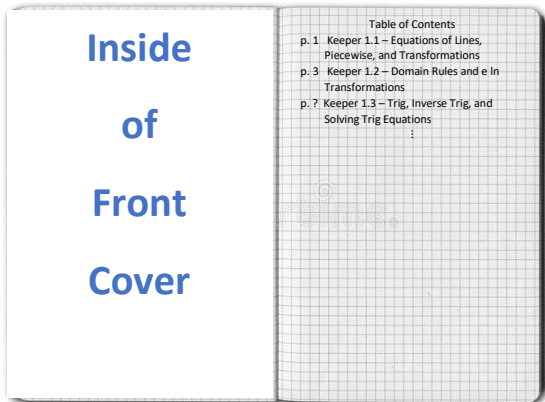
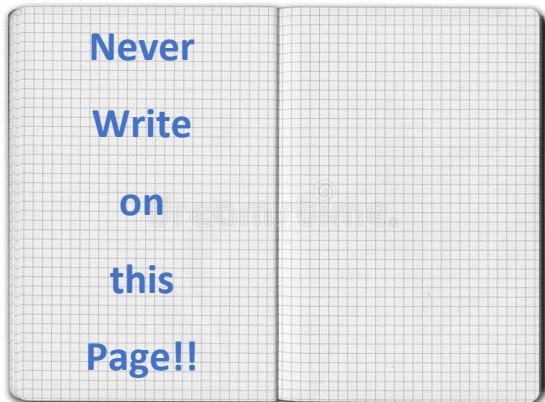
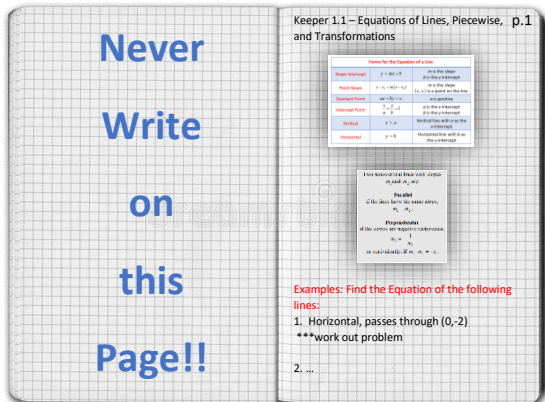
“Keepers” are a collection of important formulas, facts, and procedures that you will assemble during the semester. How will you know if something is a keeper? I will tell you! Keepers will be an easy grade for you if you follow these directions:

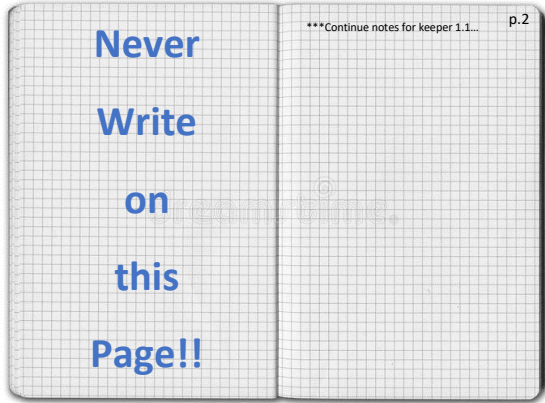
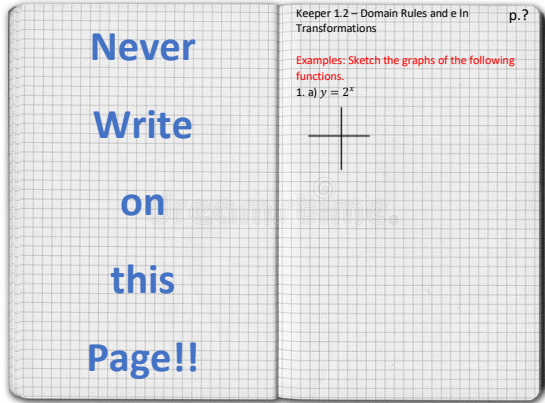
## Tips for keeping an amazing Keeper...

1. Keepers should be written in a graphing composition notebook. **THE ONLY THINGS THAT SHOULD BE WRITTEN IN THIS NOTEBOOK ARE KEEPERS! NO HOMEWORK, NO PERSONAL NOTES, NO OTHER SUBJECTS!**
2. Keepers should be neatly handwritten, titled and numbered. **Notes should not be glued, taped or stapled in.**
3. You should only put one keeper on each page.
4. You should write only on the front of each page...save the back of the page for any additional questions you may have.
5. Color of some sort should be added to each keeper. If this means writing in markers, that's fine. Color should be added to highlight problems you reworked, items you think are important, or questions you may have about the notes. Simply scribbling lines down the paper in blue and black pen is NOT what we consider colorful! Color should be strategic and meaningful!
6. Maintain a table of contents at the front of your keeper. The table of contents should contain the keeper #, the page # and the title of the keeper.
7. If you are absent and need to make up a keeper, skip a page in your notebook and borrow a friend's keeper. **THIS IS YOUR RESPONSIBILITY!**
8. Have your keepers in class every day.
9. I will collect keepers to be graded on specified days.



\*\*\* Keepers will be graded like **ALL** completion assignments – all, half, or nothing

Page of Keeper	Picture	Comments
First Page	 <p>The image shows an open notebook. The left page is the inside of the front cover with the text "Inside of Front Cover" written vertically in blue. The right page is a table of contents on a grid background, listing page numbers and titles for Keepers 1.1, 1.2, and 1.3.</p>	<ul style="list-style-type: none"> <li>- Keep a running list of page numbers, keeper numbers and titles.</li> <li>- Your page numbers may be different if you write smaller or bigger than other students. Just make sure that the page numbers in your table of contents match the start page of each keeper.</li> <li>- Be neat and organized.</li> <li>- Write on the line.</li> <li>- Color can be used for TOC if you'd like.</li> </ul>
Second Page	 <p>The image shows an open notebook. The left page has the text "Never Write on this Page!!" written vertically in blue. The right page is blank.</p>	<ul style="list-style-type: none"> <li>- This page should be left blank and is dedicated to the table of contents when you run out of room on the first page.</li> </ul>
Third Page	 <p>The image shows an open notebook. The left page has the text "Never Write on this Page!!" written vertically in blue. The right page contains a sample of a math lesson titled "Keeper 1.1 – Equations of Lines, Piecewise, and Transformations p.1". It includes a table for "Slope-Intercept Form", a section for "Point-Slope Form", and "Examples: Find the Equation of the following lines: 1. Horizontal, passes through (0,-2) ***work out problem 2. ...".</p>	<ul style="list-style-type: none"> <li>- Number the page in the top right corner</li> <li>- Pictures and charts can be NEATLY cut out and pasted into your keeper. DO NOT USE STAPLES OR TAPE.</li> <li>- If you prefer, you can hand write pictures and charts. Just be neat.</li> <li>- All other notes should be neatly handwritten!</li> <li>- Find a way to use color in your keeper, but the color must be strategic! In my example, I chose to use red to highlight my examples. So, for the remainder of the semester, I will use red to highlight my examples. You can choose any color you'd like, and you can choose to color anything you'd like. However, that color must be consistent and meaningful!</li> <li>- Be sure to write ALL notes and examples presented in the lesson!</li> </ul>

<p>Fourth Page</p>		<ul style="list-style-type: none"> <li>- Continue to take notes for keeper 1.1 for as many pages as necessary.</li> <li>- Remember to continue to use your strategic color.</li> </ul>
<p>Next Page</p>		<ul style="list-style-type: none"> <li>- Always start a new keeper on a fresh page!</li> <li>- Notice that I continued to use red (my choice of color) for the examples</li> <li>- When graphing, use a ruler!</li> <li>- Your keeper must be neat and organized!</li> <li>- Write all examples (numbering each ex.) and all notes!</li> <li>- Your page numbers may be different if you write smaller or bigger. Just make sure that match your table of contents</li> </ul> <p>***Remember everything should be handwritten except for pictures and charts.</p>

Here is an example of a keeper page where color can help you to see the difference between the notes, examples and the work. (The keeper # should be written to the left of the title.)

