

School Work

PRESENTATION

Guidelines

Talk to me 😊
Use post-it notes to communicate
with me on your work but keep
your work clean.

Your work should

- always look nice
- write with a pen, not pencil
- use a new piece of paper
- be legible
- always do the best you can

Follow all the rules of punctuation, grammar and formatting.

- check your spelling
- check your punctuation
- If you make a mistake, nicely cross it out the wrong word and write the right word either above or next to it neatly.
- Go to the line instead of cutting up words that are too long.

Paper

- new paper for new project
- clean on both sides, no rips, no stains
- proper paper for proper activity:
 - watercolor for watercoloring
 - lined for writing
 - blank for illustrations, etc...

General Presentation

- titles should be centered at the top of the page and can always be decorated nicely: use a colored pen, a ruler to underline it, etc...
- Use a ruler to underline.
- Do not scribble on your school work, use a scrap of paper if you need to scribble, but not on your school work.
- Any drawing or illustrated work should also be nicely presented on proper paper and to the best of your ability.
- When making multiple points with numbers, put the numbers on the edge of the margin, with a period after the number then use a space and go finger before starting writing.