



POST THIS CHECKLIST

Why is a Homework Checklist So Important?

People are not born with the ability to stay current on tasks. It takes work, discipline, and practice. It might seem like a checklist is not necessary, but even those who are really organized use checklists to stay current! You should too! Put this on the refrigerator, make lots of copies, laminate it and use a wipe-off marker. Do whatever works for you, but use this list each day to help you stay current!

Done?	Item
BEFORE YOU BEGIN SCHOOL, ARE YOU:	
	Getting up at the same time each morning?
	Eating breakfast?
	Doing your morning hygiene routine?
	Doing something to get your brain going? Choose something you like to do that excites/interests you. Do it for 15-30 minutes. Get your brain going, then start school.
AT THE BEGINNING OF SCHOOL, ARE YOU:	
	Finding your study space tidy? Finding all of your study items in your study space?
	Doing your daily CHECK IN with Mom or Dad?
	Filling out your daily CHECK IN/OUT log?
DURING SCHOOL, AT BREAK TIME, ARE YOU:	
	Getting UP AND AWAY from your computer, going outside to run off energy, or doing something to REST YOUR EYES AND YOUR BRAIN, AND ENERGIZE YOUR BODY?
DURING SCHOOL, BEFORE LUNCH, ARE YOU:	
	Reading through each assignment completely before you start it? Are you asking for help to do this if it's hard?
	Using things to help you reduce distractions? - Are you in a quiet place? Do you have a sound-deadening headset to wear if you need to? Do you have all other NON SCHOOL windows and tabs closed? - Do you need a timer to help you know when you've completed the required amount of time in various subjects? Or, do you have a way of recording how many exercises you've done?
BEFORE ONLINE CLASS(ES), ARE YOU:	
	Able to quickly find books, workbooks, or documents you will need for class?
	Ready to participate in class with comments? (This is part of your grade!)
	Sure your headset, mic and/or speakers are working?



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	On time (be 5 minutes early, THAT'S on time!)
AFTER ONLINE CLASS(ES), ARE YOU:	
	Able to tell your parents what the topic was for class?
	Able to tell your parents what the next assignment is and how to complete it?
	Writing down ANYTHING you might forget later on?
	Checking to see you can log in or access ALL assignment materials? If you can't, are you contacting your instructor immediately?
WRAPPING UP YOUR SCHOOL DAY, ARE YOU:	
	Making sure you have completed your daily tasks on your calendar/schedule in myHomework App?
	Recording your time in your student log(s) for: MATH, FOREIGN LANGUAGE, other subjects that need to be logged?
	Previewing what you need to do tomorrow?
	Doing your daily CHECK OUT with Mom or Dad? Filling out your daily CHECK IN/OUT log?
	Organizing your study area for tomorrow?