

## Taking Notes

**Taking notes is an important part of any class**, but it is especially important in a calculus class. You should have a single-subject notebook for this class alone, and I will ask for you to turn it in from time to time. I will simply check to see if you are taking thorough notes. By “thorough”, I mean that **everything that is written or typed by me in class winds up being written down by you in your notebook**. If your notes are up-to-date, your name will remain on my "test to be dropped" list. If your notes are not up-to-date, your name will be dropped from this list. Of course, in order to drop a test score, you will also need to fulfill the requirements related to the **Participation** portion of your grade (60/60 points). At the end of the semester, I will drop a test for those students who qualify. **This policy does not apply to the last regular test of the semester.**

I reserve the right to collect your notebook at any time, and I may also collect the notebook of a single student or group of students. If you are absent, it is your responsibility to copy the notes from someone else for the day you were absent. You will have one school day to update your notebook after returning from being absent.