

Name _____

School _____

Grade/Subject _____

Room _____

School Year _____

Address _____

Phone _____

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Teacher Created Resources

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Using the Record Book

Monthly Reminders (page 3)

Use this chart as a quick reference. Record significant events and upcoming meetings, appointments, conferences, seminars, etc.

Student Roster (pages 4-5)

Record both student and parent or guardian names and addresses. Where applicable, make a special note of differences in last names. You may wish to list siblings and their grades if they attend the same school. Notes may include information regarding special needs children and medications necessary.

Weekly Records (pages 6-63)

The weekly record section is designed to provide organized space for recording daily notations or grades for assignments, tests, attendance, tardies, participation, etc. Each page contains a five-week block of spaces so that a student's record for an entire quarter of ten weeks can be read on facing pages. Summary columns for recording total attendance, tardies, and other information appear on the right-hand facing page for each ten-week period.

Grading Chart (page 64)

A convenient chart for scoring students' work is provided at the back of this book. Use the chart as a quick reference when scoring 3 to 50 items of equal value. To use the chart, simply "connect" the row that matches the total number of items to be scored with the column indicating the number of incorrect items.

By following across the row and up the column to the intersection point (number), you can determine the raw score. For example, if the total number of items on a given test is 35, and a student marked 5 incorrectly, his or her score would be 86%. The score is obtained by moving across row 35 and up column 5 to the point where they meet (86%).

Total Number of Items	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30
30	98	96	94	92	90	88	86	84	82	80	78	76	74	72	70	68	66	64	62	60	58	56	54	52	50	48	46	44	42	40
31	99	97	95	93	91	89	87	85	83	81	79	77	75	73	71	69	67	65	63	61	59	57	55	53	51	49	47	45	43	41
32	99	97	95	93	91	89	87	85	83	81	79	77	75	73	71	69	67	65	63	61	59	57	55	53	51	49	47	45	43	41
33	99	97	95	93	91	89	87	85	83	81	79	77	75	73	71	69	67	65	63	61	59	57	55	53	51	49	47	45	43	41
34	99	97	95	93	91	89	87	85	83	81	79	77	75	73	71	69	67	65	63	61	59	57	55	53	51	49	47	45	43	41
35	99	97	95	93	91	89	87	85	83	81	79	77	75	73	71	69	67	65	63	61	59	57	55	53	51	49	47	45	43	41
36	99	97	95	93	91	89	87	85	83	81	79	77	75	73	71	69	67	65	63	61	59	57	55	53	51	49	47	45	43	41
37	99	97	95	93	91	89	87	85	83	81	79	77	75	73	71	69	67	65	63	61	59	57	55	53	51	49	47	45	43	41
38	99	97	95	93	91	89	87	85	83	81	79	77	75	73	71	69	67	65	63	61	59	57	55	53	51	49	47	45	43	41
39	99	97	95	93	91	89	87	85	83	81	79	77	75	73	71	69	67	65	63	61	59	57	55	53	51	49	47	45	43	41
40	99	97	95	93	91	89	87	85	83	81	79	77	75	73	71	69	67	65	63	61	59	57	55	53	51	49	47	45	43	41
41	99	97	95	93	91	89	87	85	83	81	79	77	75	73	71	69	67	65	63	61	59	57	55	53	51	49	47	45	43	41
42	99	97	95	93	91	89	87	85	83	81	79	77	75	73	71	69	67	65	63	61	59	57	55	53	51	49	47	45	43	41
43	99	97	95	93	91	89	87	85	83	81	79	77	75	73	71	69	67	65	63	61	59	57	55	53	51	49	47	45	43	41
44	99	97	95	93	91	89	87	85	83	81	79	77	75	73	71	69	67	65	63	61	59	57	55	53	51	49	47	45	43	41
45	99	97	95	93	91	89	87	85	83	81	79	77	75	73	71	69	67	65	63	61	59	57	55	53	51	49	47	45	43	41
46	99	97	95	93	91	89	87	85	83	81	79	77	75	73	71	69	67	65	63	61	59	57	55	53	51	49	47	45	43	41
47	99	97	95	93	91	89	87	85	83	81	79	77	75	73	71	69	67	65	63	61	59	57	55	53	51	49	47	45	43	41
48	99	97	95	93	91	89	87	85	83	81	79	77	75	73	71	69	67	65	63	61	59	57	55	53	51	49	47	45	43	41
49	99	97	95	93	91	89	87	85	83	81	79	77	75	73	71	69	67	65	63	61	59	57	55	53	51	49	47	45	43	41
50	99	97	95	93	91	89	87	85	83	81	79	77	75	73	71	69	67	65	63	61	59	57	55	53	51	49	47	45	43	41



Monthly Reminders

Date	JULY

Date	AUGUST

Date	SEPTEMBER

Date	OCTOBER

Date	NOVEMBER

Date	DECEMBER

Date	JANUARY

Date	FEBRUARY

Date	MARCH

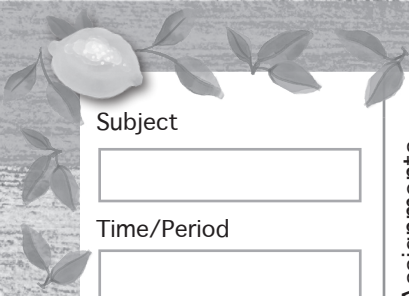
Date	APRIL

Date	MAY

Date	JUNE

Student Roster

Student	Parent/Guardian	Address
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		
11.		
12.		
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35.		
36.		



Subject

Time/Period

Assignments

Week

Week

Week

Week

Week

Day

M T W T F M T W T F M T W T F M T W T F M T W T F

Name

Date

1
2
3
4
5
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26
27
28
29
30
31
32
33
34
35
36

Grading Chart

Total Number of Items	50	98	96	94	92	90	88	86	84	82	80	78	76	74	72	70	68	66	64	62	60	58	56	54	52	50	48	46	44	42	40
	49	98	96	94	92	90	88	86	84	82	80	78	76	73	71	69	67	65	63	61	59	57	55	53	51	49	47	45	43	41	39
	48	98	96	94	92	90	88	85	83	81	79	77	75	73	71	69	67	65	63	60	58	56	54	52	50	48	46	44	42	40	38
	47	98	96	94	91	89	87	85	83	81	79	77	74	72	70	68	66	64	62	60	57	55	53	51	49	47	45	43	40	38	36
	46	98	96	93	91	89	87	85	81	80	78	76	74	72	70	67	65	63	61	59	57	54	52	50	48	46	43	41	39	37	35
	45	98	95	93	91	89	87	84	82	80	78	76	73	71	69	67	64	62	60	58	56	53	51	49	47	44	42	40	38	36	33
	44	98	95	93	91	89	86	84	82	80	77	75	73	70	68	66	64	61	59	57	55	52	50	48	45	43	41	39	36	34	32
	43	98	95	93	91	88	86	84	81	79	77	74	72	70	67	65	63	60	58	56	53	51	49	47	44	42	40	37	35	33	30
	42	98	95	93	90	88	86	83	81	79	76	74	71	69	67	64	62	60	57	55	52	50	48	45	43	40	38	36	33	31	29
	41	98	95	93	90	88	85	83	80	78	75	73	71	68	66	63	61	59	56	54	51	49	46	44	41	39	37	34	32	29	27
	40	98	95	93	90	88	85	83	80	78	75	73	70	68	65	63	60	58	55	53	50	48	45	43	40	38	35	33	30	28	25
	39	97	95	92	90	87	85	82	79	77	74	72	69	67	64	62	59	56	54	51	49	46	44	41	38	36	33	31	28	26	23
	38	97	95	92	89	87	84	82	79	76	74	71	68	66	63	61	58	55	53	50	47	45	42	39	37	34	32	29	26	24	21
	37	97	95	92	89	86	84	81	78	76	73	70	68	65	62	59	57	54	51	49	46	43	41	38	35	32	30	27	24	22	19
	36	97	94	92	89	86	83	81	78	75	72	69	67	64	61	58	56	53	50	47	44	42	39	36	33	31	28	25	22	19	17
	35	97	94	91	89	86	83	80	77	74	71	69	66	63	60	57	54	51	49	46	43	40	37	34	31	29	26	23	20	17	14
	34	97	94	91	88	85	82	79	76	74	71	68	65	62	59	56	53	50	47	44	41	38	35	32	29	26	24	21	18	15	12
	33	97	94	91	88	85	82	79	76	73	70	67	64	61	58	55	52	48	45	42	39	36	33	30	27	24	21	18	15	12	9
	32	97	94	91	88	84	81	78	75	72	69	66	63	59	56	53	50	47	44	41	38	34	31	28	25	22	19	16	13	9	6
	31	97	94	90	87	84	81	77	74	71	68	65	61	58	55	52	48	45	42	39	35	32	29	26	23	19	16	13	10	6	3
	30	97	93	90	87	83	80	77	73	70	67	63	60	57	53	50	47	43	40	37	33	30	27	23	20	17	13	10	7	3	
	29	97	93	90	86	83	79	76	72	69	66	62	59	55	52	48	45	41	38	34	31	28	24	21	17	14	10	7	3		
	28	96	93	89	86	82	79	75	71	68	64	61	57	54	50	46	43	39	36	32	29	25	21	18	14	11	7	4			
	27	96	93	89	85	81	78	74	70	67	63	59	56	52	48	44	41	37	33	30	26	22	19	15	11	7	4				
	26	96	92	88	85	81	77	73	69	65	62	58	54	50	46	42	38	35	31	27	23	19	15	12	8	4					
	25	96	92	88	84	80	76	72	68	64	60	56	52	48	44	40	36	32	28	24	20	16	12	8	4						
	24	96	92	88	83	79	75	71	67	63	58	54	50	46	42	38	33	29	25	21	17	13	8	4							
	23	96	91	87	83	78	74	70	65	61	57	52	48	43	39	35	30	26	22	17	13	9	4								
	22	95	91	86	82	77	73	68	64	59	55	50	45	41	36	32	27	23	18	14	9	5									
	21	95	90	86	81	76	71	67	62	57	52	48	43	38	33	29	24	19	14	10	5										
	20	95	90	85	80	75	70	65	60	55	50	45	40	35	30	25	20	15	10	5											
	19	95	89	84	79	74	68	63	58	53	47	42	37	32	26	21	16	11	5												
	18	94	89	83	78	72	67	61	56	50	44	39	33	28	22	17	11	6													
	17	94	88	82	76	71	65	59	53	47	41	35	29	24	19	12	6														
	16	94	88	81	75	69	63	56	50	44	38	31	25	19	13	6															
	15	93	87	80	73	67	60	53	47	40	33	27	20	13	7																
	14	93	86	79	71	64	57	50	43	36	29	21	14	7																	
	13	92	85	77	69	62	54	46	38	31	23	15	8																		
	12	92	83	75	67	58	50	42	33	25	17	8																			
	11	91	82	73	64	55	45	36	27	18	9																				
	10	90	80	70	60	50	40	30	20	10																					
	9	89	78	67	56	44	36	22	11																						
	8	88	75	63	50	38	25	13																							
	7	86	71	57	43	29	14																								
	6	83	67	50	33	17																									
	5	80	60	40	20																										
	4	75	50	25																											
	3	67	33																												
		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30

Number of Incorrect Items