**School Work Menu**

**Weekly Tasks:**

* Check and record all assignments – go to all teacher websites, school applications, Google classroom sites to find them
* Complete and submit all homework from classes
* Complete all class reading
* Review for tests in 15-20 minute study sessions using one or more of these strategies:
  + Class notes
  + Study guides
  + Partner review
  + Quizlet.com
  + Khan Academy
  + Notecards
  + Cornell notes
* Organize binder/s
  + Punch holes in papers and file in
  + Organize papers for each class in **reverse chronological order**
  + Trash things that you don’t need
  + Keep things you might need at a later date in a safe place

**When weekly tasks are complete:**

* Do homework for the next day/s
* Work on school projects (AYP)
* Review homework for correctness
* Check grades
* Reread class notes – turn into Cornell Notes
* Clean out backpack
* Read for pleasure
* Read ahead in the book/s
* Explore the links on teachers’ websites
* Review assignments you’ll be turning in to make sure they fit the grade criteria
* Review old tests and quizzes

*for more tips visit amybarrios.com*