

## *Preparing your Binder for Mr. Falvo's Classes-2009*

Your binder will be the "go-to" place for both you and me. Periodically I will ask you to leave your binders so that I may grade them. Some assignments will not be collected - I will look for them in your binder. Not all binder collections will be announced in advance!

**WHY A BINDER?** (...instead of a notebook) The Top Reason- #1 –It will help you to be organized which will help you succeed in this class! - Reason #2 - you can't easily put handouts into a notebook. Reason #3 - you will want to keep your returned work where you can find it -- in your binder! Reason #4 - you will want to arrange your notes and homework in logical order. Reason #5 - you won't have to buy a new notebook for each unit.

**WHAT TO GET:** A 3-ring 2" or 2.5" binder for APWH. Obtain a "heavy duty" binder, preferably one that has "locking" tabs. You will be using this binder all year, and you do not want to have to struggle with rings that don't quite mesh, or rings that open unexpectedly and fling your papers to the wind! You'll also want the "view" type binder so that you can insert a new "cover page" for each unit. Expect to pay \$4-\$6 for a heavy-duty binder.

You will also need to buy loose-leaf binder paper, preferably college rule. (**NOT ACCEPTABLE:** a spiral or other notebook "inserted" into the binder!)

Find index tabs or make your own. Note that each section must be divided by tabs that stick out!

**HOW YOU WILL USE THE BINDER:** The binder will contain all the material relevant to one semester of study.

Almost always these units will correspond to the units in your textbook. At the end of each semester you will remove the materials and "start over" for the new semester.

### **KEEP ALL OF YOUR PAPERS, SO THAT YOU CAN STUDY FOR THE SEMESTER EXAMS AND NATIONAL EXAMS!!!!**

**I suggest putting each completed unit/semester in a large manila envelope, or in a separate "giant binder" that will hold a unit or a semester's worth of material.)**

**HOW TO DIVIDE THE BINDER:** Use TABS (that stick out) to divide each section. Each section must be labeled on its Tab.

**All Classes:** All work (pages) must have proper headings, (Name Date and Period with topic title) and filed in chronological order

**01. Cover Sheet** –Proper title the Notebook then slip into the "view" part of the binder's cover.

**02. Lecture Notes, Class-work notes, class discussion**

**03. Class Assignments/ Homework.** All pages must be dated (including handouts) and filed in chronological order

**04. Handouts.** This will include, study guides, reading guides, mnemonics, etc

**05. Charts/Organizers/-** Blank charts and forms to be fill out and graded

**06. Essays. –including** FRQ's, and DBQ's,

**07. Vocabulary** I will assign exams for Vocabulary terms, weekly or bi monthly. You can't understand Social Studies if you don't know the language of the curriculum.

**07. Quizzes and Exams.** They happen, keep all quizzes and exams.

**08. Maps.** There will be plenty of maps. Most of which you will create yourself. You may want to buy a loose leaf atlas for your binder.

**09. Primary Documents** – Assigned Readings based on historical documentation. / News articles,

**10. Summaries** and any or all written essays that are short or extended responses.

**Extra Tab ...something always comes up.....**