**Tips for a Successful Year in Ms. McCabe’s Pre-IB Biology Classes**

**IB Student Warning Symptoms:**

1. My student is not getting enough sleep at night
2. My student earns unsatisfactory grades
3. My student is not comfortable asking questions
4. My student should be able to turn in late work
5. You saw my student working on the assignment, why can’t they turn it in?
6. Why is my student passing their assignments, but not the tests?
7. My student seems upset or despondent at home

**Prescription:**

1. Set up a schedule with your student and practice the routines of the day AND weekends
   1. Extracurricular activities may need to be reevaluated
   2. Have students stay after school at least one day a week for structured time with a teacher to work on homework or ask questions
   3. Are electronics an issue? Remove them and/or incentivize their use
2. Review all handouts and guidelines from the teacher
   1. Review comments left on previous assignments
   2. Ensure that all assignments have been organized to be submitted on time
3. Has your student exhausted all available resources from the class, teacher, and class website?
   1. Ask a friend or ask a friend to ask for you
   2. Leave an anonymous sticky note on the teacher’s desk for the whole class to be addressed on the issue
   3. Understand that questioning invites knowledge and knowledge breeds success, it is not a sign of failure
   4. Send an appropriately written e-mail to the teacher (etiquette and detail)
   5. Check the assignment for comments from the teacher
4. Late work is not accepted, for make-up work, review the school’s make-up policy
5. Again, late work is not accepted. The assignment must be in the basket at the due date and time. No exceptions.
6. Is the student studying regularly and correctly?
   1. Ask the teacher for study tips
   2. Know that tests in IB are not “memorization,” but an analysis and application of learning
   3. All of the material students are responsible for is made clear, *even if the teacher is out or does not have time to cover it in class*
   4. It is the student’s responsibility to study and ask about material not covered verbally in class
7. Encourage the student to join a club or sport to make friends and study buddies
   1. Students can exchange numbers or email to create a study group (NOT to be used for sharing answers ever)
   2. Many IB teachers who have first lunch allow students to eat lunch in their classrooms, have them ask for a blue lunch pass
   3. Attend campus events
   4. Be a friend to have a friend
   5. Sign up for mentoring and hold the mentor accountable
   6. Have students report concerns often and early to prevent the snowball effect

**General Procedures/Guidelines:**

* Separate A day and B day backpacks are NOT recommended
  + Late assignments for any reason will not be accepted
* Establish a routine, follow it
* Write in the planner for every class, every day
  + The Must Dos and Homework chart is updated daily
  + Students are expected to write all items on this chart when they enter class
  + If absent, get this from a classmate
  + This is a part of the binder check grade
* Check the planner as the first item on your to do list when you begin homework or studying
* Do the homework the day it is due and return it to the correct binder
* Check the syllabus & website
  + Absent work must be handwritten
  + Notes may be printed out and filled in with handwriting
  + Notes are the only item that may be shared in this class
* Ask for help
* Unit objective sheet
  + Students receive this at the beginning of each unit
  + Students are responsible for defining the bold terms only as homework
  + **All** of the standards and vocabulary listed testable information
  + Assignments, labs, note days, and tests are listed along with when they are distributed and due
  + Any of the assignments on the objective sheet are fair game for the test
* Every assignment for this class must be handwritten
* Notice will not be given for pop quizzes and binder checks
  + The student benefits from consistent studying and organizational skills
* Check the syllabus for the course, use it as a reference sheet
* Check the website for this course, use it as a reference
  + For this course, the website is not a regular homework site
  + The website is mainly in effect for absent students and reference materials
* Ask for help
* Units will last approximately 2-3 weeks
* The use of a planner daily with color-coding, sticky notes or highlighting is essential!!
  + Assign a color for every class or tests/assignments/studying
* Take extra care that all answers are written in the student’s own words
* Cite all sources
* For labs, a pre-lab is required for entry into the lab.
  + A zero is earned for the entire lab if no pre-lab is completed by lab day, the student may not participate.
* After lab day, the data and conclusion sections are the post lab homework due the following class period.
* Lab write-up information is on the 2 handouts given to students at the beginning of the year
  + Use every time you are working in the composition book for the lab
  + This is to remain in the handout section of the binder
* Enjoy the IB challenges and meet them without hesitation
* High school is different, IB is Is Better
* Responsibility is on the student
* I am for you, here to challenge you, and prepare you for your IB and future career
* Maintain the aspects of the IB Learner Profile