

Pre-Algebra Homework Format

To help scholars learn from their mistakes and prepare for tests, all homework should follow the format below.

Step 1: Print the Weekly Assignment Sheet

Print the weekly assignment sheet and keep it with your homework in a folder, binder, or notebook. You will staple all homework to this sheet.

Step 2: Set Up Your Paper

- Fold your paper lengthwise to create two columns.
- Write your name, date, and assignment at the top, right corner.
- Complete all work in the left column.

Step 3: Complete the Assignment

- Use pencil or black ink only for your original work.
- Show all steps and calculations.
- Neat, organized work makes it easier to identify mistakes and review concepts in class.

Step 4: Parent Check

After the assignment is completed, a parent should check the work using the Solutions Manual.

- Incorrect problems should be marked with a **RED** pen.
- Do not erase incorrect work.

Step 5: Scholar Corrections

Scholar should rework missed problems independently in **RED** pen without using the Solutions Manual.

Step 6: Final Corrections

If a problem is still incorrect after the second attempt, students may use the Solutions Manual to write the correct solution in **BLUE** or **BLACK** ink.

Step 8: Parent Signature Required

A parent or guardian must sign the weekly assignment sheet verifying that the homework has been completed and corrected according to the policy.