Binder Setup – Mrs. Harper

Divide Binder first by units then by topic under each unit to include warmups, notes, classwork, handouts and assessments.

Example:

* Unit 1
	+ Warmups
	+ Notes
	+ Classwork
	+ Handouts
	+ Assessments
* Unit 2
	+ Warmups
	+ Notes
	+ Classwork
	+ Handouts
	+ Assessments

***Continue to do this for each new unit in your binder.***