

COMMUNICATION ARTS MATRIX

	Classroom	Working in Groups	Individual Work
Be Respectful	*Use requested voice levels** *Be respectful of who's talking *Follow teacher directions *Acknowledge teacher signal for attention***	*Allow individual opinions *Stay on task	*Do your own work *Allow others to work without distraction
Be Responsible	*Bring all required materials *Return items to proper place *Be in room when bell rings and begin bell work immediately *Stay in class working	*Do your part of the activity *Help clean area	*Follow all assignment directions *Write assignment and Due date in your planner
Be Safe	*Use equipment properly *Be respectful of your seat	*Be positive and a team player	*Keep your area neat and contained
Be Your Best	*Use Passing time appropriately *Take care of yourself and your belongings *Take materials with you when class ends	*Work together to complete project	*Turn your best work in on time *Be productive when assignment is complete.

****Voice Levels**

- 0 - Silence
- 1 - Whisper
- 2 - Talking Voice
- 3 - Outside Voice
- 4 - Yelling

*****Teacher Signal:** Clapping pattern repeated by students

Required Materials:

pencil/pen	Text/Book
Binder w/ paper	All needed assignments
Planner	Independent Reading Book

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